

## Impact Analysis to Enable Informed Decisions

### Background Information

Directorate	Assistant Director area	Service area	Lead officer	Person / people completing analysis	Date of workshop / meeting	Version
Adults & Children's	Children's Services	Property & Technology Management	Matt Clayton	Linda Duffield		1
Title of the policy / project / service being considered	The expansion of Sutton Bridge Westmere Community Primary School					
General overview and description of The expansion of Sutton Bridge Westmere Community Primary School	The overall proposal under consideration is to expand the capacity at the school from 210 to 315 but this assessment refers only to the decision of whether to publish a Statutory Notice as part of the process					
<b>The status of The expansion of Sutton Bridge Westmere Community Primary School</b>	New			LCC Directly Delivered		
<b>Timescales for implementation</b>	The process commenced on 10 September 2012 with a letter sent out to all parents of current pupils and other interested parties initiating a 4 week period of consultation. 5 responses were received with none against the proposal. The next stage is for the Executive Councillor to take the decision of whether to publish a Statutory Notice and initiate a 4 week Representation Period. If it is decided to proceed, a final decision is anticipated in January 2013 with an implementation date of 1 September 2013.					
Analysis						
<b>1. What is the current situation?</b>	The capacity at the school based on PAN is 210 with a Published Admission Number of 30. NHS birth data for the area shows that on average over the next 4 years the number of children that will be requiring a primary place is up to 15 more each year than it has been for the last 7 years and there is increasing pressure on places in the primary sector in Sutton Bridge.					
<b>2. What are the drivers for change?</b>	<p>(a) Political -To ensure the LA meets its statutory duty of providing a sufficient number of primary school places in Lincolnshire. (b) Social -To ensure the provision of primary places is planned so as to promote high standards and sustainability therefore enabling children to fulfil their potential. (c) Economic- to ensure that the required additional primary capacity is provided with best use of the LA's resources.</p> <p>This decision will enable the statutory process to continue to the next stage and enable a final decision to be made on the expansion proposal.</p> <p>By continuing the process to the final decision stage the LA will have the opportunity to consider the best way of providing the required additional school places to meet projected demand and enable parents to obtain school places for their children at a local school as well as enabling a higher proportion of parents to obtain their first preference. A sustainable long term solution within the local area will provide enhanced educational provision</p> <p>By adhering to statutory guidance, as the process being followed including the decision to go to statutory notice which is being considered here is the way prescribed in legislation for a LA to consider an expansion proposal</p>					
<b>3. What difference will we make?</b>						
<b>4. What are the assumptions about the benefits?</b>						
<b>5. How are you testing your assumptions about the benefits?</b>						

## APPENDIX F

<b>6. What are the assumptions about any adverse impacts?</b> Could it have a negative effect on anyone?	No	The decision to go to Statutory Notice under consideration here is part of a process and as such will not have any impact on anyone other than allowing a further opportunity for responses to be made.
6.1 Which groups/individuals could it have a negative impact on?		
6.2 How could it have a negative impact on these groups/individuals? Please refer to the list of protected characteristics to assist your answer		
<b>7. How are you testing your assumptions about adverse impacts?</b>	no adverse impact see item 6 above	
7.1 What further evidence do you need to gather?	A further opportunity for any interested party to submit comments and concerns will be made available in the Representation Period if the decision is taken to publish the Statutory Notice. The statutory guidelines with regard to who and how to consult and the appropriate length of consultation will be followed.	
<b>8. Who are the stakeholders and how will they be affected?</b>	<b>Primary</b> (those directly affected, either positively or negatively by the organisation's actions)	
	Parents/carers and the Council - see items 2 and 6 above	
	<b>Secondary</b> (intermediaries, people or organisations who are indirectly affected by the organisation's actions)	
	No significant impact on other people or organisations.	
<b>9. How are you assessing the risks and minimising adverse impacts?</b>	Not applicable	
<b>10. What changes will the Council need to make as a result of introducing the policy / project / service etc?</b>	There will be no changes to any LCC policy or procedures.	
<b>11. How will you undertake evaluation once the changes have been implemented?</b>	If the decision is taken to go to Statutory Notice the ongoing process will follow the statutory guidelines.	

Further Details			
<b>Are you handling personal data?</b>	Yes	If yes, please give details	consultation responses incorporated name and address of respondent but these details will remain confidential.
<b>How was this analysis undertaken?</b> Facilitated workshop? Who attended?	Details of the proposal and response forms were sent to a wide range of interested parties in line with statutory guidance, and details were also made available on the Council's website. All responses were recorded and analysed to be taken into consideration by the decision maker.		
<b>Are you confident that everyone who should have been involved in producing this version of the Impact Analysis has been?</b>	Yes	If No, who needs to be involved?	
<b>If this is new, or requires a decision by Councillors to revise, has this impact analysis been included with the committee report?</b>	Yes	If No, why?	
<b>Actions required</b> Including any actions that have been identified in this analysis for monitoring in the service area workplan?	No	<b>Action</b>	<b>Lead Officer</b>
		N/A	N/A
<b>Signed off by</b>	Matt Clayton		<b>Date</b>
			11-Oct-12