

APPENDIX G 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	Michelle Andrews	Linda Duffield		1
Title of the policy / project / service being considered	The expansion of Coningsby St Michael's Church of England Primary School					
General overview and description of The expansion of Coningsby St Michael's Church of England Primary School	The overall proposal under consideration is to expand the capacity at the school from 280 to 420 but this assessment refers only to the decision of whether to publish a Statutory Notice as part of the process					
The status of The expansion of Coningsby St Michael's Church of England Primary School	New			LCC Directly Delivered		
Timescales for implementation	The process commenced on 21 January 2013 with a letter sent out to all parents of current pupils and other interested parties initiating a 4 week period of consultation. 66 responses were received with 11 in favour of the proposal, 48 against and 7 neither for nor against. 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 June 2013 with an implementation date of 1 September 2014.					
Analysis						
1. What is the current situation?	The capacity at the school based on PAN is 280 with a Published Admission Number of 40. The school have admitted above their intake of 40 to provide up to 50 Reception places for September 2012 by making use of all available accommodation and using a temporary classroom. If the demand for places is greater than the 40 available for September 2013 then the LA may ask the school to over offer again for the Reception intake in September 2013. Beyond this year it will not be possible to meet the growing demand for school places without additional accommodation. Population data shows that there is expected to be a long term requirement for more places. A long term sustainable solution is needed to avoid overcrowding and/or transporting 4 year old children to alternative schools outside of their local community.					
2. What are the drivers for change?	(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.					
3. What difference will we make?	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.					

4. What are the assumptions about the benefits?	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	
5. How are you testing your assumptions about the benefits?	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	
6. What are the assumptions about any adverse impacts? 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		
7. How are you testing your assumptions about adverse impacts?	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.	
8. Who are the stakeholders and how will they be affected?	<p style="text-align: center;">Primary (those directly affected, either positively or negatively by the organisation's actions)</p> Parents/carers and the Council - see items 2 and 6 above in this analysis section. Staff and Governors will also benefit from the proposal being conducted in accordance with statutory guidance. <p style="text-align: center;">Secondary (intermediaries, people or organisations who are indirectly affected by the organisation's actions)</p> No significant impact on other people or organisations arising out of the decision to publish a statutory notice other than the opportunity to submit a response in the Representation Period.	
9. How are you assessing the risks and minimising adverse impacts?	Not applicable	

10. What changes will the Council need to make as a result of introducing the policy / project / service etc?	There will be no changes to any LCC policy or procedures.				
11. How will you undertake evaluation once the changes have been implemented?	If the decision is taken to go to Statutory Notice the ongoing process will follow the statutory guidelines.				
Further Details					
Are you handling personal data?	Yes	If yes, please give details	consultation responses incorporated name and address of respondent but these details will remain confidential.		
How was this analysis undertaken? 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.				
Are you confident that everyone who should have been involved in producing this version of the Impact Analysis has been?	Yes	If No, who needs to be involved?			
If this is new, or requires a decision by Councillors to revise, has this impact analysis been included with the committee report?	Yes	If No, why?			
Actions required Including any actions that have been identified in this analysis for monitoring in the service area workplan?	Action		Lead Officer	Timescale	
	No	N/A	N/A	N/A	
Signed off by	Michelle Andrews			Date	18-Feb-13