

## √Section 4 Integrated Impact Assessment

### Summary Report Template

Each of the numbered sections below must be completed

Interim report		Final report	√	(Tick as appropriate)
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**1. Title of plan, policy or strategy being assessed**

Early Years Expansion to 1140Hrs Staffing Review

**2. What will change as a result of this proposal?**

Fourteen early years settings currently open term time will open all year round and extend their opening times from August 2020 (8.00am to 6.00pm). This will require us to revise the staffing models and allocations to meet this change.

**3. Briefly describe public involvement in this proposal to date and planned**

Information for parents is available on the early years website. A guide for parents outlining our expansion plan was published in January 2020.

**4. Date of IIA**

13/01/20



**5. Who was present at the IIA? Identify facilitator, Lead Officer, report writer and any partnership representative present and main stakeholder (e.g. NHS, Council)**

Name	Job Title	Date of IIA training	Email
Lynn Paterson	Senior Education Manager, Early years		<a href="mailto:Lynn.paterson@edinburgh.gov.uk">Lynn.paterson@edinburgh.gov.uk</a>
Donna Murray	Senior Education Officer	23.01.19	<a href="mailto:Donna.murray@edinburgh.gov.uk">Donna.murray@edinburgh.gov.uk</a>

<b>Georgina Cronin</b>	<b>Operational Support Officer</b>	<b>23.01.19</b>	<a href="mailto:Georgina.cronin@edinburgh.gov.uk">Georgina.cronin@edinburgh.gov.uk</a>
<b>Ema Laughton</b>	<b>HR Consultant</b>	<b>23.01.19</b>	<a href="mailto:Ema.laughton@edinburgh.gov.uk">Ema.laughton@edinburgh.gov.uk</a>

## 6. Evidence available at the time of the IIA

<b>Evidence</b>	<b>Available?</b>	<b>Comments: what does the evidence tell you?</b>
Data on populations in need	Yes	Approximately 10,000 children aged 3-4 years old attend a funded early learning and childcare setting in Edinburgh.
Data on service uptake/access	Yes	An average of 40% attend private and voluntary sector settings and the remaining 60% attend local authority settings. Almost all private sector settings are open all year round with opening times between 8.00am and 6.00pm. 17/96 of the local authority settings are open all year round. Since August 2019, 11 settings are now open between 8.00am and 6.00pm.
Data on equality outcomes	Yes	In September 2019 over 2,000 parents responded to a survey in relation to the expansion of early learning and childcare. Approximately 60% stated they would prefer to access their entitlement to 1140 hours all year round in settings open 8am to 6pm.
Research/literature evidence	Yes	<p><b>The expansion of early learning and childcare: aims</b></p> <p>The primary long-term aim of the expansion to 1140 hours of funded ELC is:</p> <ol style="list-style-type: none"> <li>1. To support children's cognitive, social and emotional development, especially the most disadvantaged children.</li> </ol> <p>A secondary aim of the expansion is:</p> <ol style="list-style-type: none"> <li>2. To support more parents and carers in work, training or</li> </ol>

Evidence	Available?	Comments: what does the evidence tell you?
		<p>study, especially the most disadvantaged parents.</p> <p><a href="https://www.gov.scot/publications/expansion-early-learning-childcare-evaluation-report-2017/pages/2/">https://www.gov.scot/publications/expansion-early-learning-childcare-evaluation-report-2017/pages/2/</a></p>
Public/patient/client experience information	Yes	 <p>ELCC response 2019 summary.pdf</p>
Evidence of inclusive engagement of service users and involvement findings	Yes	 <p>ELCC response 2019 summary.pdf</p>
Evidence of unmet need	N/A	
Good practice guidelines	Yes	<p>Health and Social Care Standards  <a href="http://www.newcarestandards.scot/">http://www.newcarestandards.scot/</a></p> <p>How Good is our Early Learning and Childcare  <a href="https://education.gov.scot/improvement/documents/">https://education.gov.scot/improvement/documents/</a></p> <p>Building the Ambition  <a href="https://www2.gov.scot/Resource/0045/00458455.pdf">https://www2.gov.scot/Resource/0045/00458455.pdf</a></p>
Environmental data	N/A	
Risk from cumulative impacts	N/A	
Other (please specify)	N/A	
Additional evidence required	N/A	

**7. In summary, what impacts were identified and which groups will they affect?**

Equality, Health and Wellbeing and Human Rights	Affected populations
<p><b>Positive</b></p> <p>Improvements in the Quality, Flexibility and Accessibility of ELC.</p> <p>The Blueprint document set out four important principles for the expansion: <a href="#">[4]</a></p> <ul style="list-style-type: none"> <li>• <i>Quality</i>: The expansion should ensure a high quality experience for all children, which complements other early years and educational activity to close the attainment gap, and recognises the value of ELC practitioners.</li> <li>• <i>Flexibility</i>: The expansion should support parents and carers in work, training or study, and patterns of provision should be better aligned with working patterns whilst delivering this in a way that ensures a high quality experience for the child.</li> <li>• <i>Accessibility</i>: ELC capacity should be sufficient and as conveniently geographically located as possible - particularly in areas of higher deprivation and in rural communities - to support families and enable parents and carers to work, train and study, while also appropriately meeting the needs of children who require additional support and parents who request ELC through the medium of Gaelic.</li> </ul> <p><b>Negative</b></p> <p>Existing staff in settings that are extending opening times may not wish to make changes to their pattern of working hours.</p>	<p>Children and Young People</p>

<p><b>Environment and Sustainability</b></p> <p><b>Positive</b></p> <p>N/A</p> <p><b>Negative</b></p> <p>N/A</p>	<p><b>Affected populations</b></p>
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<p><b>Economic</b></p> <p><b>Positive</b></p> <ul style="list-style-type: none"> <li><i>Affordability:</i> the expansion should increase access to affordable ELC to help to reduce barriers to participating in the labour market which parents and carers face.</li> </ul> <p><b>Negative</b></p> <p>N/A</p>	<p><b>Affected populations</b></p> <p>Children and Young People</p>
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**8. Is any part of this policy/ service to be carried out wholly or partly by contractors and how will equality, human rights including children’s rights , environmental and sustainability issues be addressed?**

N/A

**9. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.**

A range of communication tools will be used to reach out to people (staff and parents) regardless of their age, disability or language etc. Direct

communication will be undertaken with head teachers in the form of meetings, letters and email.

**10. Does the policy concern agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use? If yes, an SEA should be completed, and the impacts identified in the IIA should be included in this.**

N/A

**11. Additional Information and Evidence Required**

**If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.**

No further evidence is required.

**12. Recommendations (these should be drawn from 6 – 11 above)**

Further discussion should take place with staff from the 14 settings involved in this change regarding the evidence gathered within this IIA

**13. Specific to this IIA only, what actions have been, or will be, undertaken and by when? Please complete:**


<b>Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)</b>	<b>Who will take them forward (name and contact details)</b>	<b>Deadline for progressing</b>	<b>Review date</b>
Information meetings with headteachers from each setting.  Proposed staffing models shared with settings for	Donna Murray <a href="mailto:Donna.murray@edinburgh.gov.uk">Donna.murray@edinburgh.gov.uk</a>	From start of implementation	Yearly monitoring through annual update provided

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and contact details)	Deadline for progressing	Review date
<p>consultation.</p> <p>Information sessions for staff from each setting held in October 2019 and January 2020.</p>			<p>within Standard &amp; Quality Improvement Plans</p>

**14. How will you monitor how this policy, plan or strategy affects different groups, including people with protected characteristics?**

The impact of the proposed staffing model changes will be monitored throughout this plan

**15. Sign off by Project Lead**

Name 

Date 13.01.20



Date 30.03.20

**16. Publication**

Send completed IIA for publication on the relevant website for your organisation. [See Section 5](#) for contacts.

## Section 5    Contacts

- **East Lothian Council**

Please send a completed copy of the IIA to [equalities@eastlothian.gov.uk](mailto:equalities@eastlothian.gov.uk) and it will be published on the Council website shortly afterwards. Copies of previous assessments are available via [http://www.eastlothian.gov.uk/info/751/equality\\_diversity\\_and\\_citizenship/835/equality\\_and\\_diversity](http://www.eastlothian.gov.uk/info/751/equality_diversity_and_citizenship/835/equality_and_diversity)

- **Midlothian Council**

Please send a completed copy of the IIA to [zoe.graham@midlothian.gov.uk](mailto:zoe.graham@midlothian.gov.uk) and it will be published on the Council website shortly afterwards. Copies of previous assessments are available via [http://www.midlothian.gov.uk/downloads/751/equality\\_and\\_diversity](http://www.midlothian.gov.uk/downloads/751/equality_and_diversity)

- **NHS Lothian**

Completed IIAs should be forwarded to [impactassessments@nhslothian.scot.nhs.uk](mailto:impactassessments@nhslothian.scot.nhs.uk) to be published on the NHS Lothian website and available for auditing purposes. Copies of previous impact assessments are available on the NHS Lothian website under Equality and Diversity.

- **The City of Edinburgh Council**

Completed impact assessments should be forwarded to [Strategyandbusinessplanning@edinburgh.gov.uk](mailto:Strategyandbusinessplanning@edinburgh.gov.uk) to be published on the Council website.

- **City of Edinburgh Health and Social Care**

Completed and signed IIAs should be sent to Sarah Bryson at [sarah.bryson@edinburgh.gov.uk](mailto:sarah.bryson@edinburgh.gov.uk)

- **Edinburgh Integration Joint Board**

Completed and signed IIAs should be sent to Sarah Bryson at [sarah.bryson@edinburgh.gov.uk](mailto:sarah.bryson@edinburgh.gov.uk)

- **West Lothian Council**

Complete impact assessments should be forwarded to the Equalities Officer.