

INTEGRATED IMPACT ASSESSMENT SUMMARY REPORT TEMPLATE FOR EMERGENCY DECISIONS

1. Title of proposal

Please note electronic payments have been in place for the families where children receive free school meals since schools closed (week beg 23 March 2020).

D7	School will be closed for 2 weeks and we will provide payment for 2 week term + 2 week Easter break to families who are entitled (£11.25 per head).£45 per family.	19/03/2020
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2. What will change as a result of this proposal?

Schools are shut as the country is in lockdown (as effected by the Scottish Government as part of the Covid-19 response). This means that children entitled to free school meals will not be in schools to receive meals as normal. The payment will provide families money to buy food to replace the meals children would normally receive in school.

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

N/A this was a Council Leadership Incident Management decision.

4. Date of IIA

23 March 2020

5. Who was involved in carrying out the IIA? (please list lead officer and other staff)

Name	Job Title
Andy Gray	Head of Schools and Lifelong Learning
Michelle McMillan	Operations Manager

6. Evidence available at the time of the IIA

Please note that although evidence is available, decisions were effected by the government requirement to lockdown in response to the response to Covid-19.

Evidence	Available – detail source	Comments: what does the evidence tell you about different groups who may be affected?
Data on populations in need	Council Transactions Team – information available on SEEMiS	Data provides the numbers of children entitled to FME.
Data on service uptake/access	Managed by Council Transactions Team	The Transactions team have managed the process to make payments electronically.
Data on socio-economic disadvantage e.g. low income, material/area-based deprivation.	Office for National Statistics	The decision taken was an emergency decision due to the timelines of lockdown. Data would indicate negative impact if there is not an alternative mechanism to ensure children receive food
Data on equality outcomes	Strategy and Insight/Equalities Commission	The decision taken was an emergency decision due to the timelines of lockdown. Data would indicate negative impact if there is not an alternative mechanism to ensure children receive food
Research/literature evidence	Various sources/multi agency reports – Covid-19 specific reports	The decision taken was an emergency decision due to the timelines of lockdown. Data would indicate negative impact if there is not an alternative mechanism to ensure children receive food
Public/patient/client experience information	N/A	N/A
Insight from public / service user engagement	N/A	N/A
Evidence of unmet need	Various sources/multi agency reports – Covid-19 specific reports	The decision taken was an emergency decision due to the timelines of lockdown. Data would indicate negative impact if there is not an alternative mechanism to ensure children receive food
Good practice guidelines	N/A	N/A
Carbon emissions generated/reduced	N/A	N/A
Environmental data	N/A	N/A
Risk from cumulative impacts	Various sources/multi agency reports –	The decision taken was an emergency decision due to the timelines of lockdown.

Evidence	Available – detail source	Comments: what does the evidence tell you about different groups who may be affected?
	Covid-19 specific reports	Data would indicate negative impact if there is not an alternative mechanism to ensure children receive food
Other (please specify)	N/A	N/A
Additional evidence required?	No	The decision taken was an emergency decision due to the timelines of lockdown.

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

Equality, Health and Wellbeing and Human Rights	Affected populations
<p>Positive</p> <p>Ensuring a payment is made on a regular basis to families will provide money to buy food children are unable to receive while they are not in school.</p> <p>Negative</p> <p>N/A</p>	<p>Children entitled to free school meals</p>

Environment and Sustainability including climate change emissions and impacts	Affected populations
<p>Positive</p> <p>N/A</p> <p>Negative</p> <p>N/A</p>	<p>Children entitled to free school meals</p>

Economic including socio-economic disadvantage	Affected populations
<p>Positive</p> <p>Ensuring a payment is made on a regular basis to families will provide money to buy food children are unable to receive while they are not in school.</p> <p>Negative</p>	<p>Children entitled to free school meals</p>

N/A	
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8. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human right, including socio-economic disadvantage, environmental and sustainability issues be addressed?

No

9. Describe 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?

This would be supported by ASL.

10. Is the policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a Strategic Environmental Assessment (SEA) will be required and the impacts identified in the IIA should be included in this.

No

11. What, if any, actions are recommended in response to the impacts identified above? This can include keeping the proposal under review, gathering more data, or specific actions to mitigate identified impacts.

Specific actions (as a result of the IIA which may include responding to financial implications, mitigating negative impacts, action to manage the risk of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
Monitor Transactions reports which would show any issues arising with system on a regular basis	Arran Finlay	Ongoing	Ongoing until schools return to business as usual

12. Are there any negative impacts in section 7 for which there are no identified mitigating actions?

No

13. How will you monitor how this proposal affects different groups, including people with protected characteristics?

With the Transactions team.

14. Sign off by Head of Service

Andy Gray

Date: 19 May 2020

15. Publication

Completed and signed IIAs should be sent to strategyandbusinessplanning@edinburgh.gov.uk to be published on the IIA directory on the Council website www.edinburgh.gov.uk/impactassessments