

# Integrated Impact Assessment Form

Promoting Equality, Human Rights and Sustainability



# Integrated Impact Assessment Form

## Promoting Equality, Human Rights and Sustainability

<b>Title of Policy/ Proposal</b>	Early Learning and Childcare Expansion Update and Admission Policy
<b>Completion Date</b>	26/03/2019
<b>Completed by</b>	Magnus Inglis
<b>Lead officer</b>	Julie Fox

### Type of Initiative:

Policy/Strategy ☒

Programme/Plan ☐

Project ☐

Service ☐

Function ☐

Other .....

New or Proposed ☐

Changing/Updated ☒

Review or existing ☐

### 1. Briefly describe the policy/proposal you are assessing.

This report updates Cabinet on progress towards the implementation of 1140 hours Early Learning and Childcare (ELC) from August 2020, advises of an increase in the hourly rate paid to funded providers, advises that the council has become a signatory to an outdoor learning position statement, and recommends a change in the admission policy.

The first three elements provide updates to Cabinet and are therefore not included in this assessment. This IIA will consider the recommended change to the admission policy.

## 2. What will change as a result of this policy?

The recommendation is to change the ELC admission policy to a hybrid model so that children born between March and August will become entitled to a place from August. The existing month following policy starts children born in March and April in April and May respectively and as a result they receive more than 6 terms of ELC, whereas children born in other months receive a maximum of 6 terms. The recommended change will mean children born in these two months will wait longer for their ELC to start and will receive fewer months of ELC.

The legislation, however, sets out that children born in March and April become entitled from August so the change would align Midlothian's policy for these birth months with the legislation.

Birth date	Total number of terms for 3 and 4 year olds		
	Legislation	Month following	Hybrid
1 March – 30 April	6 terms	6+ terms	6 terms
1 May – 31 August	6 terms	6 terms	6 terms
1 September – 31 December	5 terms	5+ terms	5+ terms
1 January – last day February	4 terms	4+ terms	4+ terms

As the March and April born children receive more than 6 terms of ELC and start in the summer term, they increase the number of children entitled to places at the time when the greatest number of children are entitled. This means that more places and more staff are required than is necessary to meet the legislative duty. In order to deliver the expansion in hours to 1140 the council and funded providers are recruiting staff and creating more physical capacity therefore continuing with the month following policy for March and April birthdays will increase the risk to the successful implementation of expansion.

## 3. Do I need to undertake an Integrated Impact Assessment?

High Relevance	Yes/no
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1. The policy/ proposal has consequences for or affects people	Yes
2. The policy/proposal has potential to make a significant impact on equality	No
3. The policy/ proposal has the potential to make a significant impact on the economy and the delivery of economic outcomes	Yes
4. The policy/proposal is likely to have a significant environmental impact	No
<b>Low Relevance</b>	
5. The policy/proposal has little relevance to equality	Yes
6. The policy/proposal has negligible impact on the economy	No
7. The policy/proposal has no/ minimal impact on the environment	Yes
<b>If you have identified low relevance please give a brief description of your reasoning here and send it to your Head of Service to record.</b>	

**If you have answered yes to 1, 2, or 3 above, please proceed to complete the Integrated Impact Assessment.**

**If you have identified that your project will have a significant environmental impact (4), you will need to consider whether you need to complete a Strategic Environmental Assessment.**

**4. What information/data/ consultation have you used to inform the policy to date?**

Evidence	Comments: what does the evidence tell you?
Data on populations in need	There are approximately 1,200 children of each year of age in Midlothian, or 100 per month. This means that the current policy would increase the number of ELC places and staff required to successfully deliver the expansion by 200 places and 25 staff.
Data on service uptake/access	Not all 3 year olds take up their ELC entitlement however it is a relatively small proportion who do not, and the recommended change in the policy will only apply to two months of birthdays out of the year, or 16.7% of children.
Data on quality/outcomes	High quality ELC has a positive impact upon outcomes for children.
Research/literature evidence	As per above.
Service user experience information	The change to month following in 2015 came in part as a result of feedback from parents and carers about the delay between March and April birthdays not becoming entitled to an ELC place until August. The education service budget provided for full staffing within council ELC settings therefore for places within council settings the additional demand was met within the existing service budget.
Consultation <b>and involvement</b> findings	<p>As discussed above, the change to month following was as a result of feedback from parents and carers.</p> <p>Discussions with funded providers has identified that the month following policy causes some complications in calculating entitlement and funding, and hence the amount billed to parents and carers.</p>

Good practice guidelines	The statutory guidance for the Children and Young People (Scotland) Act 2014 gives local authorities discretion to grant entitlement earlier than the legislation sets out and encourages this where it will support longer term aims to increase the amount of ELC provision for all children, where there is capacity in the system. While there is much uncertainty about how and where parents and carers will take up the increased hours, the key challenges to successfully delivering the expansion are increasing capacity through physical capacity and staffing capacity.
Other (please specify)	
Is any further information required? How will you gather this?	No.

**5. How does the policy meet the different needs of groups in the community?**

	<b>Issues identified and how the strategy addresses these</b>
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<p><b>Equality Groups</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Older people, people in the middle years,</li> <li><input type="checkbox"/> Young people and children</li> <li><input type="checkbox"/> Women, men and transgender people (includes issues relating to pregnancy and maternity)</li> <li><input type="checkbox"/> Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems)</li> <li><input type="checkbox"/> Minority ethnic people (includes Gypsy/Travellers, migrant workers,</li> </ul>	<p>No disproportionate benefit or detriment identified.</p> <p>The recommendation will reduce the number of months of ELC that children born in March and April to the legislative requirement of 6 terms. They will remain entitled to more hours of ELC than children born in September to February. Overall, however, this change will reduce the risk to successful delivery of the expansion, potentially benefitting all children entitled to ELC.</p> <p>The recommendation may have a greater impact upon single parent families with children of ELC age who were born in March and April, and single parents are predominantly female. As discussed previously, these children will still be entitled to the legislative requirement of 6 terms, which is greater than half of all children. As looked after children and those from families with lower incomes are entitled to Good Time to be 2 (GTTB2) places the later entitlement to a 3 year old place will not affect them, further reducing the number of children affected by the recommendation – particularly those children most in need.</p> <p>As discussed at the last group, children entitled to GTTB2 places, for which there is discretion to include children with additional support needs, will not be affected by the recommendation.</p> <p>As per the discussion at Disabled</p>
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<p>non-English speakers)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Refugees and asylum seekers</li> <li><input type="checkbox"/> People with different religions or beliefs (includes people with no religion or belief)</li> <li><input type="checkbox"/> Lesbian, gay, bisexual and heterosexual people</li> <li><input type="checkbox"/> People who are unmarried, married or in a civil partnership</li> </ul>	<p>people.</p> <p>As per the discussion at Disabled people.</p> <p>No disproportionate benefit or detriment identified.</p> <p>No disproportionate benefit or detriment identified.</p> <p>No disproportionate benefit or detriment identified.</p>
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<p><b>Those vulnerable to falling into poverty</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Unemployed</li> <li><input type="checkbox"/> People on benefits</li> <li><input type="checkbox"/> Single Parents and vulnerable families</li> <li><input type="checkbox"/> Pensioners</li> <li><input type="checkbox"/> Looked after children</li> <li><input type="checkbox"/> Those leaving care settings (including children and young people and those with illness)</li> <li><input type="checkbox"/> Homeless people</li> <li><input type="checkbox"/> Carers (including young carers)</li> <li><input type="checkbox"/> Those involved in the community justice system</li> <li><input type="checkbox"/> Those living in the most deprived communities (bottom 20% SIMD areas)</li> <li><input type="checkbox"/> People misusing services</li> <li><input type="checkbox"/> People with low literacy/numeracy</li> <li><input type="checkbox"/> Others e.g. veterans, students</li> </ul>	<p>The recommendation will delay the entitlement to a 3 year old place for children born in March and April, which may delay their parent's or carer's ability to study, train or enter/increase hours of employment. In many cases these parents and carers (particularly those vulnerable to falling into poverty) will be entitled to a GTTB2 place which means the recommendation will not affect them.</p> <p>The recommendation will reduce the risk to meeting the requirements of expansion, thereby potentially benefiting all children.</p>
<p><b>Geographical communities</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Rural/ semi rural communities</li> <li><input type="checkbox"/> Urban Communities</li> <li><input type="checkbox"/> Coastal communities</li> </ul>	<p>The recommendation will not disproportionately impact upon any type of geographical community.</p>

**6. Are there any other factors which will affect the way this policy impacts on the community or staff groups?**

Not identified.

**7. Is any part of this policy/ service to be carried out wholly or partly by contractors?**

If yes, how have you included equality and human rights considerations into the contract?

Yes, funded provider early learning and childcare settings and childminders will deliver ELC. The recommendation will not require alteration to the existing equality and human rights aspects of the contract.

**8. Have you considered how you will communicate information about this policy or policy change to those affected e.g. to those with hearing loss, speech impairment or English as a second language?**

If implemented, the change to the policy will be publicised through newsletters to staff, parents and carers and funded providers, as well being incorporated into publicity for the centralised administration of admissions.

Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the Equality, Diversity and Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

**9. Please consider how your policy will impact on each of the following?**

Objectives	Comments
<b>Equality and Human rights</b>	
Promotes / advances equality of opportunity e.g. improves access to and quality of services, status	The recommendation will even out the number of terms that children are entitled to (excepting deferrals), limiting the maximum to 6 terms for those born between March and August, while continuing to offer month following start dates for children born in the rest of the year. The start date for those entitled to to Good Time to be 2 places will remain the same.

Promotes good relations within and between people with protected characteristics and tackles harassment	The recommendation is not anticipated to positively or negatively impact upon this objective.
Promotes participation, inclusion, dignity and self control over decisions	The recommendation is not anticipated to positively or negatively impact upon this objective.
Builds family support networks, resilience and community capacity	The recommendation is not anticipated to positively or negatively impact upon this objective.
Reduces crime and fear of crime	The recommendation is not anticipated to positively or negatively impact upon this objective.
Promotes healthier lifestyles including <ul style="list-style-type: none"> <li><input type="checkbox"/> diet and nutrition,</li> <li><input type="checkbox"/> sexual health,</li> <li><input type="checkbox"/> substance misuse</li> <li><input type="checkbox"/> Exercise and physical activity.</li> <li><input type="checkbox"/> Lifeskills</li> </ul>	The recommendation is not anticipated to positively or negatively impact upon this objective. As an aside, meals will be provided to children under 1140 hours. These will follow guidance from the Scottish Government on nutrition.
<b>Environmental</b>	
Reduce greenhouse gas (GHG) emissions in East Lothian/Midlothian (including carbon management)	The recommendation is not anticipated to positively or negatively impact upon the environmental objectives, other than reducing the amount of additional physical capacity that is required to implement the expansion in hours – i.e. requiring fewer building projects.
Plan for future climate change	
Pollution: air/ water/ soil/ noise	
Protect coastal and inland waters	

Enhance biodiversity	
Encourage resource efficiency (energy, water, materials and minerals)	
Public Safety: Minimise waste generation/ infection control/ accidental injury /fire risk	
Reduce need to travel / promote sustainable forms of transport	
Improves the physical environment e.g. housing quality, public and green space	
<b>Economic</b>	
Maximises income and /or reduces income inequality	The recommendation will mean that the entitlement start date of children born in March and April will become August, rather than April and March respectively. This will have an impact upon these families’ training, study and work opportunities or will mean paying for childcare for longer, however families on low income will be entitled to a Good Time to be 2 place and will be unaffected by the recommendation.
Helps young people into positive destinations	
Supports local business	
Helps people to access jobs (both paid and unpaid)	
Improving literacy and numeracy	
Improves working conditions, including equal pay	
Improves local employment opportunities	

## 10. Action Plan

Identified negative impact	Mitigating circumstances	Mitigating actions	Timeline	Responsible person
The hybrid start date will have a greater negative impact upon a small number of single parents, who are predominantly female, who have children born in March and April.	The recommendation will comply with the legislation on entitlement start date and will reduce the risk of the council not complying with the requirement to implement 1140 hours. Continuing with the month following policy for Good Time to be 2 will reduce this small number of parents negatively impacted as those with lower incomes will be entitled to a GTTB2 place and will continue to be entitled until their 3 year old place starts.	Publicising the change in policy and linking it to GTTB2 information, and incorporating it into the publicity regarding the centralisation of admission administration.	Following the change in policy and during the publicity regarding the centralisation of admission administration.	Julie Fox

## 11. Sign off by Head of Service

Name

Date