

Integrated Impact Assessment – Stage 2 Assessment and Action Plan

Project Details

Name of project or policy:	
St John's CE (VC) Infant School Governing Body statutory proposal to change the upper age limit of the school	
Directorate:	Senior Officer responsible for policy/service:
Mel Meggs	Jo-Anne Sanders
Service:	Lead Officer responsible for EIA:
Director for Learning and Early Support	Martin Wilby
Specific Service Area/Policy:	Date of EIA (Stage 1):
School Organisation and Planning	9 July 2021
EIA (Stage 1) reference number:	Date of EIA (Stage 2):
	9 July 2021

Stage 1 Assessment Summary

Theme	Calculated Scores					Stage 2 Assessment Required	
	Proposal	Impact	P + I	Mitigation	Evidence		Overall
Equalities	6	4.8	10.8	0	0	0	Yes
Environment		4.7	4.7	0	6	6	No

A) Equalities Impact – Evidence from Engagement

CONSULTATION WITH KEY STAKEHOLDERS				COMPLETE THIS DETAIL WHEN YOU HAVE DONE YOUR CONSULTATION	
REF No.	Which key stakeholders have you/are you consulted/ing with?	Why have you/are you consulted/ing them (or not?) and what were you/are you looking to find out?	How did you/are you planning to consult them? Date and method of planned consultation	Actual Date of Consultation	Outcome of consultation What have you learned? Do you have actions to complete that will help mitigate any unnecessary negative impact on groups? [move to section B if you do]
1	Parents/carers	As part of the statutory process, all parents/carers at the school were consulted on the proposal to gather their views and opinions	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with details of how to respond to the consultation. Two drop-in consultation meetings were held in the school playground on 18 May 2021, with virtual consultation meetings being held via Zoom on 18 and 19 May 2021.	29 April to 27 May 2021	The majority of parents who responded during the representation period were parents from St John's CE (VC) Infant School. All of them supported the proposal to extend the age range.
2	Staff	As part of the statutory process, all staff at the school were consulted on the proposal to gather their views and opinions	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with	29 April to 27 May 2021	All staff at the school supported proposal

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			details of how to respond to the consultation. A staff consultation meeting was held on 19 May 2021, with virtual consultation meetings open to all stakeholders being held via Zoom on 18 and 19 May 2021.		
3	Governors	The Governing Body of the school is the proposers	n/a	n/a	Governors at the School support the proposal
4	Diocese of England	The Church of England Diocese of Leeds supported publication of the statutory proposal	The Diocese were also able to respond to the consultation in the same way as other key stakeholders	29 April to 27 May 2021	Officers have received confirmation directly from the Diocese that they support the proposal
5	Neighbouring Schools	As part of the statutory process, local schools were consulted on the proposal to gather their views and opinions	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with details of how to respond to the consultation. Virtual consultation meetings open to all stakeholders were held via Zoom on 18 and 19 May 2021.	29 April to 27 May 2021	Two neighbouring schools responded to the consultation objecting to the proposal. They cited a lack of basic need demand for school places in the local area and the potentially negative impact the proposal could have on the sustainability of other local schools.

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6	Local community	As part of the statutory process, the local community consulted on the proposal to gather their views and opinions	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with details of how to respond to the consultation. Virtual consultation meetings open to all stakeholders were held via Zoom on 18 and 19 May 2021.	29 April to 27 May 2021	Most residents who responded to the consultation supported the proposal. One respondent opposed the proposal claiming it would increase traffic congestion and cause parking issues.
7.	Trade Unions	There was no direct contact with Trade Unions during the representation period although information was available publicly. Post the representation period and before publication of the cabinet decision paper the proposal were shared directly with Trade Unions.	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with details of how to respond to the consultation. Virtual consultation meetings open to all stakeholders were held via Zoom on 18 and 19 May 2021. Proposal were Shared directly with Trade Unions post the representation period and	29 April to 27 May 2021 and an opportunity to comment prior to publication of the cabinet report on 19 th July	No record of a response

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			before publication of the cabinet decision paper the proposal were shared directly with Trade Unions.		

B) Equalities Impact – Action Planning

Equalities Impact - ACTION PLAN			Complete this section when you have actually carried out some actions		
REF.No [from section A]	What actions are you going to do as a result of carrying out your consultation?	What do you think these actions will achieve? Will they mitigate any adverse impact on protected groups? Will they foster good relations between people? Will they promote equality of opportunity?	What did you actually do?	When did you do this?	What was the actual outcome? Have you mitigated any negative impact? Have you ensured good relations exist? Have you promoted equality of opportunity?
5 & 6	Kirklees Council held meetings of the School Organisation Advisory Group on 22 and 25 June 2021. SOAG members in attendance included elected members with cross-party representation and a primary school head teacher. The purpose of SOAG is to consider and advise Cabinet, as the decision-making body, on statutory proposals related to school organisation. This includes checking that the correct statutory process has been followed, including consultation, and considering any objections received during the statutory notice period and	A comprehensive document based on the Department of Education factors for decision-making was presented at SOAG along with supporting evidence. In this document the proposer set out the rationale for the proposal and the representations received. Comments were made by the LA officers on the evidence provided by the proposer under each of the factors. Decision-making factors include equal opportunity issues and community cohesion.	The LA will submit a final decision report to Cabinet with recommendations due to be published 19 July 2021.	A decision will be made on the proposal at a Cabinet meeting on 27 July 2021	TBC

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	the proposer's response to these objections.				
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C) Environmental Impact – Evidence from Engagement

CONSULTATION WITH KEY STAKEHOLDERS				COMPLETE THIS DETAIL WHEN YOU HAVE DONE YOUR CONSULTATION	
REF No.	Which key stakeholders have you/are you consulted/ing with?	Why have you/are you consulted/ing them (or not?) and what were you/are you looking to find out?	How did you/are you planning to consult them? Date and method of planned consultation	Actual Date of Consultation	Outcome of consultation What have you learned? Do you have actions to complete that will help mitigate any unnecessary negative impact on groups? [move to section D if you do]
1	Parents/carers	As part of the statutory process, all parents/carers at the school were consulted on the proposal to gather their views and opinions	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with details of how to respond to the consultation. Two drop-in consultation meetings were held in the school playground on 18 May 2021, with virtual consultation meetings being held via Zoom on 18 and 19 May 2021.	29 April to 27 May 2021	The majority of parents who responded during the representation period were parents from St John's CE (VC) Infant School. All of them supported the proposal to extend the age range. Some of the respondents commented that they felt the proposal would ease traffic and reduce congestion as it would mean parents no longer had to drive between two schools and could instead walk.

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2	Local community	As part of the statutory process, the local community consulted on the proposal to gather their views and opinions	The proposal was published on the school website and notices about the proposal were posted at entrances to the school and published in the local newspaper, along with details of how to respond to the consultation. Virtual consultation meetings open to all stakeholders were held via Zoom on 18 and 19 May 2021.	29 April to 27 May 2021	One local resident who responded opposed the proposal claiming it would increase traffic congestion and cause parking issues during school pick up and drop-off times. The proposer has set out several strategies to mitigate increased traffic congestion, but contends that their proposal would reduce traffic as fewer parents would need to drive between two different schools.

D) Environmental Impact – Action Planning

Environmental Impact - ACTION PLAN			Complete this section when you have actually carried out some actions		
REF.No [from section C]	What actions are you going to do as a result of carrying out your consultation?	What do you think these actions will achieve? Will they mitigate any adverse impact on protected groups? Will they foster good relations between people? Will they promote equality of opportunity?	What did you actually do?	When did you do this?	What was the actual outcome? Have you mitigated any negative impact? Have you ensured good relations exist? Have you promoted equality of opportunity?
1 and 2	Kirklees Council held meetings of the School Organisation Advisory Group on 22 and 25	A comprehensive document based on the Department of Education factors for	The LA will submit a final decision report to Cabinet with	A decision will be made on the proposal at a	TBC

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	<p>June 2021. SOAG members in attendance included elected members with cross-party representation and a primary school head teacher. The purpose of SOAG is to consider and advise Cabinet, as the decision-making body, on statutory proposals related to school organisation. This includes checking that the correct statutory process has been followed, including consultation, and considering any objections received during the statutory notice period and the proposer's response to these objections.</p>	<p>decision-making was presented at SOAG along with supporting evidence. In this document the proposer set out the rationale for the proposal and the representations received. Comments were made by the LA officers on the evidence provided by the proposer under each of the factors. Decision-making factors include travel and accessibility.</p>	<p>recommendations due to be published 19 July 2021.</p>	<p>Cabinet meeting on 27 July 2021</p>	
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