

Summary of Integrated Impact Assessments in Respect of Equalities and Fairer Scotland Duty Impacts for the Revenue Budget 2024-25

Services have submitted Integrated Impact Assessments for the following budget proposals which have identified Equality and/or Fairer Scotland Duty Impacts. This is a summary of the impacts and the mitigations for the relevant savings.

BUSINESS SERVICES

IIA-001654 - Removal of Access Panel Co-ordinator Post

The Aberdeenshire Access Panel Coordinator supports three Access Panels in Aberdeenshire. Access Panels are independent groups of volunteers who work to improve access and inclusion for disabled people in their local community. They do this by raising awareness and helping to change attitudes among the public about the need for inclusive access across facilities and services across Aberdeenshire. Access Panels are made up of all ages and abilities who share a passion for the issues faced by disabled people. Panels are supported by Disability Equality Scotland as the national umbrella body. The post-holder retired in October 2023 and since then the role has been undertaken by another Officer, with no impact on the service and support provided to Access Panels.

Negative Impact:

Disability: The removal of this post would end the support provided by the Council to the three Access Panels in Aberdeenshire and impact negatively on disabled people across Aberdeenshire.

Mitigation:

To mitigate against this impact, the role carried out by the Aberdeenshire Access Panel Coordinator is to be subsumed into the Policy Officer role within the Business Strategy team. There will be minimal impact to the Access Panels as a result of the mitigation that is being put in place as access information and plans will still be provided to the Access Panels by the Business Strategy Team. The impact on this additional task for Policy Officers will be minimal.

IIA-001771 - Closure of Service Points

This savings proposal relates to the reduction of permanent Customer Services staffing. The reduction in staffing will be realised by the closure of five of the existing 8 Service Points, with council signposting and customer support activity moved into libraries.

Negative Impacts:

Low income/ Low wealth: Those experiencing low income/low wealth may be negatively impacted by the removal of a Service Point in their local area, making it more difficult for them to access Council services. Being able to access face-to-face Council services is more cost-effective for some people than having access to online services or having to telephone.

Area deprivation: Removing Service Points in areas of deprivation may negatively impact the local area by reducing footfall to town centres.

Disability: Disabled customers may be unable to get to alternative sites if they are further away. They may struggle to access Council services online or by telephone.

Age (Older): Some older customers rely on Service Points as a support mechanism and as a way of maintaining social interaction. Removing Service Points for these customers may negatively impact their access to support and reduce the level of social interaction.

Mitigation:

To mitigate against the impacts relating to older age, work is ongoing with Live Life Aberdeenshire to establish community hubs in local areas, to provide access to Council services and continued social interaction within communities.

Impacts relating to Disability can also be mitigated by the community hubs and libraries, in that additional travel may not be necessary. Community hubs and libraries will provide continued face-to-face support for residents who may require additional support including support to those on low incomes. Residents will also have access to online services via libraries - which can help mitigate against the impacts relating to low wealth.

Community hubs and libraries will help mitigate against the impacts relating to area deprivation by helping to maintain footfall in town centres.

EDUCATION & CHILDREN'S SERVICES

IIA-001624 - Removal of School Crossing Patrol Service

School Crossing Patrol provision is a non-statutory service. It remains the responsibility of parents/carers to ensure the safety of their child or children on their journey to and from school, even if a school crossing patroller is in place.

Negative Impact:

Age (Younger): There is a potential negative implication in respect of road safety for a minority of young people making their way to/from school.

Mitigation:

Mitigations include the continuation of road safety educational programmes in schools. Additional traffic calming and/or roads safety measures will be discussed with the Roads Service. Even where a crossing patroller is in place, it remains the responsibility of a parent/guardian to ensure the safety of their child on their journey to and from school.

IIA-001625 - Efficiency Saving - School Janitorial Team

The allocation of janitorial resource is based on a historic formula. There is opportunity to review resource requirements and distribution, and through altered operational practices realise a saving of 5% against staffing costs. It is not anticipated that this reduction would impact on service delivery level.

Negative Impact:

Sex: Most of the janitorial team are male, and as such there is a possibility of males being unequally impacted by this budget saving.

Mitigation:

To mitigate against this impact, approved HR policies and processes will be followed to ensure equality of treatment for all employees.

IIA-01885 - Removal of Service Level Agreement with NHS for Early Years Speech and Language Contract and Health Visitor Contract

Education & Children's Services provide funding to support NHS Speech and Language Therapy (SALT) and the Health Visitor services to allow for enhanced and targeted support for Early Years across Aberdeenshire.

The SALT provision supports funding for three Full Time Equivalent (FTE) SALT staff. The Early Years funding contributes to part funding of four posts – one Family Support Worker, two Health Visitors, and

one Community Nursery Nurse. These posts support parents from pregnancy to when the child reaches age 5 - when the child starts attending school. The staff work with Social Work, Early Years staff and other agencies in relation to early intervention work.

The proposal is that the Early Years Service will cease funding to NHS for SALT and Health Visitors, which will mean that a statutory service is in place provided by NHS, rather than the current enhanced service. Discussions are ongoing with the relevant NHS services to prepare for withdrawal of funding.

Negative Impacts:

The current waiting list for a Speech & Language Therapist in Aberdeenshire is one week which is significantly lower than the national average. There is a risk the withdrawal of funding from Aberdeenshire Council could increase the waiting times for SALT in Aberdeenshire to more in line with the national average.

Age (Younger): As of June 2023, 6,503 children were on waiting lists in Scotland to see a speech and language therapist, according to Freedom of Information requests responded to by the Royal College of Speech and Language Therapists (RCSLT). The longest average wait for initial contact with a speech and language therapist has increased in the last five years by 7.6 months. There is a risk of adverse impacts on the development of children as a result of funding withdrawal from SALT. The proposal to reduce the number of SALT staff will result in an increased waiting time for children who require this service.

Sex: The proposal to reduce the funding provided for Health Visitors will potentially have an adverse impact on women who are pregnant and/or individuals with children from 0 to 5 years of age. Women will be impacted on more than men in relation to the funding for Health Visitors, Community Nurses and Nursery Nurses.

Pregnancy and Maternity: The proposal is that the Early Years Service will cease additional funding for SALT and Health Visitors.

Positive Impact:

Pregnancy and Maternity: Additional funding has been provided by NHS to support provision of 500 additional Health Visitors across Scotland.

Additionally, the NHS has been reviewing and developing a standard approach to these historical posts and continuing to meet with the team leads responsible, to ensure they move towards a model for Community Nursery Nurses (CNNs) and Community Nurses (CNs) as opposed to health visitors. This will support the intervention work that families across Aberdeenshire need and will allow for a more consistent approach across Aberdeenshire, rather than only in areas where there have been "additionality" posts created.

Mitigation:

The identified impacts can be reduced/mitigated significantly by reviewing ways that services work together to develop capacity across practitioners and families.

There is evidence that children can be better supported where there is a whole-system approach to improving capacity. This means more time and support in place for children, and parents/carers will be provided with skills to better cope and to support their children. A whole-system approach coupled with upskilling everyone involved in a child's life will help to mitigate impacts relating to young age as well as sex and pregnancy and maternity.

There will be investment in resources for families in supporting their child or children and continued investment in supporting Council and non-Council provision through training and development opportunities, as well as through support visits by Aberdeenshire Early Years staff and SALT staff, to develop capacity in relation to SALT across the entire childcare sector.

The level of engagement from the public in accessing materials produced by SALT is continuing to increase, as is the use of these materials and there is an increasing take up and confidence amongst staff

in supporting children with speech and language support needs.

With regard to the other mitigations in place relating to impacts around sex and pregnancy and maternity, the additional funding to support 500 more Health Visitors across Scotland will help to mitigate against these impacts. Additionally, discussions between Aberdeenshire Council's Early Years Service and NHS Grampian in relation to withdrawal of funding and the work the NHS has been carrying out, will support the intervention work that families across Aberdeenshire need.

IIA-001887- Reduction of Early Years Development Workers – 4 Full Time Equivalent Part Year Effect from Academic Year 2024-25

This saving relates to a reduction in the number of Early Years Development Workers (EYDW) by four Full Time Equivalents (FTE). There are currently 8.4 FTE Early Years Development Workers. The EYDW work with Playgroups, which are voluntary run childcare providers providing funded Early Learning and Childcare (ELC) on behalf of Aberdeenshire Council. The EYDW also provide quality assurance for childminders that are delivering ELC on behalf of the Council. The third core aspect of an EYDW role is to support admissions for ELC.

Negative Impacts:

Area deprivation: There are several playgroups that operate in rural and remote rural areas in Aberdeenshire. These groups are amongst our highest risk groups in terms of sustainability. The reasons for challenges in terms of sustainability, include

1. There are governance challenges, as new committees need to be elected each year. Given the reducing numbers in playgroups in some areas, there are fewer parents/carers that can support playgroups. The committee become responsible for the delivery of ELC and become the line managers of the playgroup manager. Playgroups operate as charities and are required to meet Office of the Scottish Charity Regulator (OSCR) requirements. For new committees, there is a steep learning curve due to the regulatory requirements that a childcare provider must meet. Childcare providers in partnership with Aberdeenshire Council can be inspected by both the Care Inspectorate and Education Scotland.
2. Playgroups have lower income levels than private providers due to reduced operating hours. They don't deliver wrap around care, which then reduces their income levels and makes them more reliant on funding from the Council. These challenges in relation to sustainability are of greater concern for remote and rural areas as, for some localities, the Playgroup is the only ELC provider. Should a local Playgroup cease to operate, then parents/carers will need to arrange alternative childcare, with a risk that there is no alternative provision.

Mitigation:

To mitigate impacts more targeted support would be put in place by the Early Years Service. Risk factors would be used to determine the level of support required, i.e. new committees, new manager, significant changes to finance i.e. drop in take up of ELC places, overhead increases such as rent etc. Such assessments would determine the level of involvement from Early Years. Early Years will also work with Aberdeenshire Voluntary Action (AVA) to develop a programme of early intervention support that best meets the needs of voluntary groups, delivering funded ELC on the Council's behalf. In addition, there would be ongoing assessment of data and local intelligence to monitor any potential risk factors and to act as early as possible to intervene. There would be workshops put in place, specifically with Playgroups, with a view to improving their sustainability. A prioritisation would consider the location of groups, in terms of distance between the group and the next nearest ELC provider.

A handbook has been developed jointly by Aberdeenshire Council and Early Years Scotland, specifically for voluntary run groups/Playgroups. This will be used to develop training for Playgroup Committees that are new, for them to undertake in advance of taking up their office bearer position. It will allow to

identify gaps and support areas where the committee is lacking in skill, knowledge and/or confidence. This wouldn't be a replacement for the EYDW but rather it would help settings to be more reflective and understand where they need the support and what the requirements are etc. The handbook is one aspect of the support available, to ensure that Playgroups remain sustainable in their continued provision for the community that they provide a service to. The Council will also review the allocation of time to increase amount of time each EYDW spends in supporting Playgroups. Early Years have worked closely with AVA in areas that AVA are able to support settings, to ensure that there is capacity and that gaps will be addressed by the Early Years Service. To mitigate the impact on reducing the number of EYDW staff, changes will be made to their remit to allow them to provide support to Playgroups where required.

IIA-001958 - Adult Literacies and Numeracy Fund - Central Costs and Partner Payments

Community Learning & Development is statutory under the Requirements for Community Learning and Development (Scotland) Regulations 2013.

Funding is available for everyone but is particularly aimed at disabled people and people of different race. Adult learning includes core skills accreditation, increased employability skills and improved financial, emotional, and functional literacies. The proposal relates to a reduction in the amount of funding available.

Negative Impacts:

There may be negative impacts in relation to **sex, disability and race**, as well as people experiencing **lower levels of income and wealth**. The reduction of funding may impact on **equality of outcome** due to the targeted work.

Mitigation:

Learning opportunities will continue to be offered through core Community Learning & Development (CLD) delivery. Third sector providers are also offering learning opportunities and CLD offers a strong partnership approach through local networks and the Aberdeenshire Learning Community Partnership.

IIA-001964 - Reduction to Educational Psychology Service Staffing

This saving relates to a reduction of 0.8 FTE Educational Psychologists, and one FTE Administrator within the Educational Psychology Service.

Negative Impacts:

Disability/Age (Younger): In addition to supporting schools to assess, plan for and meet the needs of individual children and young people with disabilities, Educational Psychologists play a central role in supporting the development and implementation of whole school inclusive approaches which ensure that children and young people with additional support needs arising from a disability can fully participate in all aspects of school life. This includes those young people with learning difficulties, autism, ADHD, dyslexia, and speech, language & communication difficulties. A reduction in Educational Psychology staffing may reduce the local authority's capacity to strengthen inclusive practices in Aberdeenshire schools. This may increase the risk of exclusions, part-time timetables and parental demand for children to be placed in high-cost specialist provision. Parental complaints, placing requests for out-of-authority schools and Additional Support Needs (ASN) Tribunal references may increase because parents feel their children are not being included in all aspects of school life and are being disadvantaged by their disability.

Mitigation:

High risk at casework level can be mitigated against through prioritisation of need. Inclusive practice improvement work will continue but at a slower pace.

IIA-001968 - Reduction Across Inclusion, Equity & Wellbeing Budget Page

This saving relates to a reduction across several sub-budgets within the Inclusion, Equity & Wellbeing budget page, which includes Record of Needs; Riding for the Disabled; NHS Grampian Speech & Language Therapy Contract and professional learning for schools to support inclusion, equity & wellbeing.

Negative Impacts:

Disability/Age (Younger): Removal of the NHS Grampian Speech and Language Therapy Service Level Agreement will result in a reduction in capacity to support schools to meet the needs of children and young people with speech, language & communication needs. This may have a negative impact on children's learning and development, attainment and achievement.

Riding for the Disabled provides an opportunity for children with additional support needs to experience success in learning out with the formal school environment in a way that is more suited to their needs. Removal of the service will result in fewer young people having this opportunity.

A reduction in the Inclusion, Equity & Wellbeing Professional Learning budget will diminish capacity to support the implementation of some recommendations emerging from the Additional Support Needs Review. Inconsistency of practice in meeting additional support needs was identified as an area for development through stakeholder consultation. Enhancing the consistency of high-quality inclusive practice is the foundation of moving to a more inclusive model for Primary 1 and Primary 2 children.

Mitigation:

To mitigate against these impacts, an Inclusive Communication framework with associated professional learning opportunities for schools has been developed to support consistency of practice across Aberdeenshire in meeting the needs of children and young people with speech, language and communication needs. This will complement the ongoing roll out of the CIRCLE framework which supports inclusive classroom practice. Speech & Language Therapy services will continue to be provided on a statutory basis by NHS Grampian.

Riding for the Disabled service providers will be included within the Learning Pathway Plus framework to ensure that the most vulnerable learners who are at risk of being placed in out-of-authority provision are still able to access the service. The Child Inclusion Research into Curriculum Learning Education (CIRCLE) resource is in the process of being rolled out in all Aberdeenshire classrooms, which is cost neutral and will support consistency of practice.

A range of other cost neutral professional learning offers have been, or are in the process of being, developed on areas such as autism, dyslexia, inclusive communication, trauma informed practice and nurture approaches. This will ensure that education staff continue to have access to high quality professional learning to meet the needs of children and young people with additional support needs.

IIA-002002 - Reduction in Additional Support Needs Specialists

This saving relates to a reduction in the English as an Additional Language Service.

Negative Impact:

Age (Younger) and Race: A reduction in staffing within the English as an Additional Language Service will reduce the service's capacity to support bilingual children and young people. This includes refugee families, asylum seeking families and unaccompanied asylum seekers.

Mitigation:

Scottish Government grant monies will continue to be used to ensure the service has the capacity to support the most vulnerable children and young people (asylum seekers, refugees and unaccompanied minors). A virtual professional learning hub is being developed to ensure schools have ongoing access to information and resources to include bilingual learners. High risk will be mitigated against through prioritisation of need.

IIA-001639 - Extend Pay and Display to Free Spaces in Car Parks with Machines

This saving relates to removing free spaces within off-street carparks where there is a mixture of Pay and Display and Free spaces.

Negative Impacts:

Low income: The introduction of parking charges would have a relatively greater impact on the finances of car park users with lower incomes.

Low wealth: The introduction of parking charges would have a relatively greater impact on the finances of less wealthy car park users.

Mitigation:

No mitigations identified.

IIA-001828 - Reduction in Area Committee Grant Budget (Kincardine & Mearns and Marr)

For financial year 2023-24 each of the six area committees received £81,500 as an area committee budget. Each Area Committee determines how to administer and manage its budget. The approach across the six areas is that the budget is aimed at community organisations that are delivering projects that deliver the priorities in the Local Area Community plan or Community Action Plans – known as a place-based approach. Projects are not generally 100% funded so the Area Committee Budget is used to leverage other funding building community wealth along with capacity. Across the six areas a wide variety and large number of community projects have been supported.

Negative Impacts:

Age (Younger and Older), Disability, Race, Low income, Low wealth, and Area deprivation: The reduction or removal of the budget in Kincardine & Mearns and Marr will have an impact on community organisations' ability in these areas to be empowered and have capacity to influence, shape and deliver their ambitions for their place.

Mitigation:

Age (Younger and Older), Disability, Race, Low income, Low wealth, and Area deprivation: To mitigate against the impacts identified, the Council will signpost community groups to alternative funding streams to support them to achieve their aspirations. The removal of the Area Committee Budget in whole or part may increase the challenges for less experienced or able groups to meet the match requirements of larger funding applications so in this case, only some impacts can be mitigated.

IIA-001894 - Car Parks - Absorption of Pressures

A reduction in demand coupled with high inflationary pressures means that the projected income for 2024/25 of £620,805 is short of the budgeted £833,400. The proposal would see car parking charges introduced to identified car parks which are currently free and a 25-30% increase to our standard car park charges.

Negative Impact:

Low income: A reduction in free town centre car parking and an increase in parking charges will have a disproportionately negative impact on those on a low income.

Mitigation:

No mitigation identified. Increased charges will apply to all users.

IIA-001913 - Waste Collection - Agency Budget - Absorption of Pressures

This saving pressure relates to staffing in the Waste Service and a reduction in the agency budget.

Negative Impacts:

Age (Older), Disability and Pregnancy and Maternity, Low income, Low wealth, and Material Deprivation: A lack of adequate agency budget to cover sickness and leave could result in collections being missed and therefore create a build-up of waste and recycling. Collections would also be impacted if there is any loss of staff and/or inflation within existing budgets. The amount of waste generated by some people with protected characteristics (e.g. age younger and age older) may be higher. Recycling centres could be used to limit the impact of the build-up of waste and recycling; however this may not be a suitable option for householders who are not able to get to a recycling centre. If waste and recycling collections are missed households will end up with a build-up of waste and recycling, potentially causing health issues. Additional side waste may also be present which would take up more space on the pavements creating a hazard that the elderly and those with limited mobility and people with young children may find hard to manoeuvre around.

Mitigation:

Householders may use Household Recycling Centres (HRCs) to dispose of waste, which will reduce the impact on households from the build-up of waste and recycling. This puts pressure on the HRC. Lack of capacity and resource to accommodate the increase of waste and recycling may result in closure of some HRCs. Additionally, not all households will be able to get to a HRC and therefore the impacts cannot be fully mitigated.

IIA-001914 - Waste Collection – Seasonal Garden Waste Points - Absorption of Pressures

This saving pressure relates to the provision of seasonal garden waste collection points.

Communities could benefit from a seasonal garden waste collection service based on the increased number of housing and/or distance to a recycling centre or seasonal collection point. Providing additional seasonal garden waste points in locations where there is household demand/requirement for such a service would assist in capturing that garden waste for composting/recycling therefore reducing the impact of it ending up as waste or being fly tipped.

It should be noted that this would be a new service and therefore when considering budgets, the priority is to ensure that budget is available to continue providing existing essential statutory services first.

Negative Impacts:

Age (Older), Disability, Low income, Low wealth, and Material Deprivation: By not having budget to add seasonal garden waste points to additional communities, householders in those communities may not be able to recycle their garden waste. Communities may be unable to transport the garden waste to their nearest Household Recycling Centre (HRC) or seasonal garden waste point, as they may be unable to drive or be fit enough to move the excess waste to their nearest HRC/seasonal garden waste point.

Mitigation:

Potentially, this budget pressure could be absorbed by funds identified in the three-weekly waste collection budget, however due to current waste priorities this may not be able to be absorbed and therefore the impact cannot be mitigated.

IIA-001953 - Grounds Maintenance

This saving relates to a reduction in grounds maintenance operations and the impacts it will have on parks and open spaces, and may be extended into burial grounds maintenance, although not affecting burial services themselves.

Negative Impact

All Protected Characteristics, Low income, Low wealth, Material deprivation, Area deprivation and Socioeconomic background: There will be fewer maintained areas available for recreational use.

Mitigation:

There are many outdoor spaces in Aberdeenshire that are available for recreational use that don't require maintenance.

CROSS SERVICE

IIA-001828 - Reduction in Area Committee Grant Budget

Impact of the Reduction in Area Committee Grant Budget

Negative Impacts:

Age (Younger and Older), Disability, Race, Low income, Low wealth, Area deprivation: The Area Committee budget provides an opportunity for community groups to access funding to develop and deliver projects that are in alignment with the council priorities or local community planning priorities. It can help leverage in larger funding sources or can provide the majority of funding for a smaller project that can support different protected characteristics within the community.

Area deprivation: For the financial year 2023-24 each of the six area committees received £81500 as an area committee budget to administer and manage. Each Area Committee determines how to administer and manage but the approach across the six areas is that it is aimed at community organisations that are delivering projects that in turn deliver the priorities in the Local Area Community plan or Community Action Plans - a place-based approach. Projects are not generally 100% funded so the Area Committee Budget (ACB) is used to leverage other funding into the area, building community wealth along with capacity. Across the six areas a wide variety and large number of community projects have been supported.

Reduction or removal of the budget will have an impact on place and community organisation's ability to be empowered and have capacity to influence, shape and deliver their ambitions for their place.

Mitigation:

Age (Younger and Older), Disability, Race, Low income, Low wealth, and Area deprivation: Community groups can be signposted to alternative funding streams to support them to achieve their aspirations.

The removal of the Area Committee Budget in whole or part may increase the challenges for less experienced or able groups to meet the match requirements of larger funding applications so in this case, only some impacts can be mitigated.

IIA-001974 - Repurpose Vehicle Chassis to Delay Purchase of New Vehicles

This saving relates to the reduction in Capital borrowing/spend by refurbishing the refuse bodies and lifters on refuse collection vehicles as opposed to replacing with new. The chassis would be retained and the life of the vehicle would be extended by 3-4 years. Reliability of these aging vehicles would be improved as a direct result of the refurbishments.

Negative Impacts:

Age (Older), Disability and Pregnancy, Maternity, Low income, Low wealth, and material deprivation:

Lack of adequate waste collections vehicles could result in collections being missed and therefore create a build-up of waste and recycling. Recycling centres could be used to limit the impact of the build-up of waste and recycling however some householders may not be able to move the excess waste to a recycling centre due to the inability to access transport to take waste to a recycling centre if not within walking distance.

Mitigation:

Householders may use the Household Recycling Centres (HRCs), which will reduce the impact on households from the build-up of waste and recycling however this could put pressure on the HRCs and these may end up closing early due to the lack of capacity and resource to accommodate the increase of waste and recycling. Not all households will be able to use HRCs and therefore this impact cannot be fully mitigated.

IIA-001988 - Planning & Economy Economic Development Reduction in Support for Businesses

This saving relates to the reduction in the Planning & Economy Economic Development budget in support for businesses. Any reduction in the Economic Development budget will have a direct and negative impact on the ability of the Service to support businesses, economic growth and investment into Aberdeenshire. Consequently, this will adversely impact on the creation of new and the maintenance of existing jobs, as well as access to skills, learning and development. Economic Development will no longer have the financial resources to create the much-needed Energy Sector Support Executive position. External funding opportunities will be explored to mitigate the impact of a reduction in budget for business support.

Negative Impacts:

Area deprivation, Low income, Low wealth, Material deprivation, Socio-economic background: A reduction in economic development activity will reduce support to businesses leading to increased chances of existing businesses closing and start-ups failing. In turn this will lead to rising unemployment and increased poverty. These impacts may be concentrated in pockets leading to a downward spiral of worsening deprivation and socio-economic problems.

Mitigation:

Area deprivation, Low income, Low wealth, Material deprivation, Socio-economic background:

Alternatives to be explored through delivery of Place Strategy and development of Community Wealth Building Strategy. External funding opportunities will be explored to mitigate the impact of a reduction in budget for business support.

Justification Summaries of the Integrated Impact Assessments in Respect of the Revenue Budget Savings 2024-25

The screening section is Stage One of the Integrated Impact Assessment (IIA) process and identifies the requirement for any further detailed assessments to be undertaken. The following savings have been identified by the service to not require a detailed assessment as they did not have a differential impact on people with protected characteristics or people facing socio – economic disadvantage. Services have provided a Justification within the IIA for each saving identified. These are listed in the table below.

IIA Title	IIA Reference Number	Justification
BUSINESS SERVICES		
Restructure of Payroll Team	IIA – 001627	The proposals will have a limited impact on the day-to-day operation of the Payroll Team, with enhanced system functionality mitigating the reduction in headcount. The proposed changes will not have an impact on any of the areas covered by the screening questions.
Increased use of Employers Savings from Salary Sacrifice Schemes	IIA – 001629	The proposal has no direct impact on any of the areas covered within the screening questions. It is limited to the financing of the Travel & Employee Benefits team.
Income from Aberdeen City Council	IIA – 001641	As part of the budget setting process, Internal Audit has identified £10,000 of additional income. This is already forecasted as income from the provision of Internal Audit Service.
Windows Device Management	IIA – 001650	This budget proposal would see the migration of most functions currently delivered by the Nomad endpoint device management solution to equivalent Microsoft (MS) functions. 25% of the current budget would be retained for a new third-party solution to deliver functions which MS doesn't cover. This proposal would not impact on groups with protected characteristics, nor would it impact on groups experiencing different socio-economic outcomes.

IIA Title	IIA Reference Number	Justification
BUSINESS SERVICES		
Customer Services - Removal of Vacant Posts	IIA – 001652	<p>This proposal relates to the removal of four Full Time Equivalent posts from the Customer Services team. Due to a regular turnover of staff within Customer Services these posts have recently become vacant. There is no intention of filling these vacancies, which would, in turn, realise these savings.</p> <p>This saving represents a 10% reduction in front-line Customer Service staffing. Customer Services will continue to implement improvements to manage any adverse impact on customer service delivery.</p> <p>There will be no impact on groups with protected characteristics or groups experiencing poorer socio-economic outcomes as a result of this proposal.</p>
Cessation of the Provision of Physiotherapy to Staff through Occupational Health Contract	IIA – 001674	<p>Whilst the proposal would stop the offer of Physio sessions through the Occupational Health Contract saving £30K pa, there is opportunity for all employees to access physio services through their GP or other sources. The physio sessions are not linked to work activity or incidents and have no direct reduction on absence due to Musculo-skeletal reasons.</p>
IT Staffing Review	IIA – 001763	<p>Customer Support -up to eight Full Time Equivalent (FTE) – Options to accommodate the reduced staffing levels include removing the IT Service Desk phone channel; removing on-site support option for schools during exams; increasing the number of school devices which are unsupported due to age; stopping in-house repairs with services paying the direct costs to a third-party; reduced performance against Service Level Agreements such as an initial ticket response time particularly at busy times (generally after school holidays).</p> <p>Data & Servers (up to three FTE) – Services would need to pay third party costs for system and database upgrades and maintenance currently undertaken by in-house IT teams, increasing the likelihood of system downtime and security risks if funding isn't available, and reduced performance with customer tickets taking longer to resolve.</p> <p>Infrastructure (up to 2 FTE) – Extended delivery time for Next Generation Network project, increasing the risk of network failures and security breaches as more of the network will remain on legacy hardware beyond the end-of-support date in 2025 and reduced performance with customer tickets taking longer to resolve.</p>

		<p>Application Development (up to 1 FTE) – Remove school websites service, leaving schools and/or central Education & Children’s Services, to manage schools websites without IT support; stop supporting most legacy in-house applications, increasing the risk of system downtime and related service delivery disruption and reduced performance with customer tickets taking longer to resolve.</p> <p>Service Delivery & Security (up to one FTE) – There will be reduced performance with customer tickets such as shared mailbox and software packaging requests taking longer to resolve.</p> <p>It is expected that most, if not all, of the offered 10 FTE posts could be achieved through vacancy management and voluntary severance but there may be a need for a small number of compulsory redundancies to get to this figure in a short timeframe. There would very likely need to be some degree of re-skilling / re-training to get the right staffing levels in the right areas for the future. This would impact the team’s overall capacity and service levels for some time as any new structure bedded in.</p> <p>Whilst these reductions may result in decreased customer satisfaction and increased complaints/negative feedback, particularly from schools and an increase in risk to availability and security they do not directly impact on any of the areas assessed as part of the IIA.</p>
Community Planning Partnership (CPP) Reduction in Budget	IIA – 001788	A surplus of £17K has been identified within the Community Planning Partnership Budget, which can be included in the Budget savings for 2024/25. The £17K surplus is due to an accounting error and therefore does not have any detrimental impact to the CPP Budget going forward.
Staff Saving - Filled Post at a Lower Grade	IIA – 001789	This budget saving is replacing the original M graded post with a J graded post. This change has no impact on any of the IIA screening questions.
Additional Scottish Water Income for Billing and Collection	IIA – 001792	This additional income is per regulations and calculated by the Scottish Government and Scottish Water for each Local Authority. This additional income is already being received but not budgeted for in 23/24. This will require to be included within the budgeted income for 24/25.

IIA Title	IIA Reference Number	Justification
BUSINESS SERVICES		
Office Accommodation	IIA – 001801	<p>Target savings allocated towards Estate Rationalisation relate to reduction in operational, and/or holding costs for several buildings which are either vacant at current juncture and on the market, or pending marketing, or are proposed for release/closure as part of ongoing Services activities over the forthcoming financial year.</p> <p>All impacts are neutral or unknown and no mitigations have been identified. Impacts relating to Age (Younger & Older), are to be undertaken as part of subsequent IIA's associated with closure of specific facilities/cessation of service being delivered.</p>
Revenues Development Budget - Deletion of Apprentice post (1 Full Time Equivalent), ASAT post (1 Full Time Equivalent), Payroll Post (0.58 Full Time Equivalent)	IIA – 001863	<p>This change relates to a reduction in budget for 24/25 for Systems Development within the Revenues service. The remaining budget will be used for any legislative/mandatory changes to our systems to ensure we comply with Legislation for Local Taxation and that the correct charges are billed. This reduction in budget is part of Finance savings being put forward for 24/25.</p>
Revenues Development Budget - Deletion of Apprentice Post (1FTE), ASAT Post (1 FTE), Payroll Post (0.58 FTE)	IIA – 001864	<p>This post is currently included within the Revenues structure, the post has not been filled for 2 years. The removal of this post will not impact on current service delivery, nor will it impact on any of the screening questions as the Revenues service has continued to provide the service over the last 2 years without the need to fill this post.</p>
Woodhill House - Public Sector Hub	IIA – 001946	<p>The saving associated with this is not a result of reducing or changing services etc. but due to additional income generated by leasing out empty spaces within Woodhill House to NHS. There will be no impact on protected characteristics as a result of this proposal.</p>

IIA Title	IIA Reference Number	Justification
EDUCATION & CHILDREN'S SERVICES		
Servery Project (Catering)	IIA – 001640	There are no Equalities or Fairer Scotland Duty Impacts identified. All sites that are currently a production kitchen, which have less than 35 meals per day would change to a servery and another school that was in proximity would become the production kitchen for that school. This would have a reduction on staffing hours, kitchen and equipment use and have no impact on service delivery.
Removal of Adult Free School Meals	IIA – 001643	Adult Free School Meals is a function that operates in selected schools across Aberdeenshire. Removing this would achieve consistency and equate to a saving of £30,165 per annum.
Removal of Curriculum Development Projects/Posts	IIA – 001803	This proposal would mean the removal of historic budget lines for STEM (Science, Technology, Engineering & Mathematics), Health & Wellbeing and Sustainability. These would be managed and developed at local school level rather than centrally funded. Consideration would need to be given to the "Deens" projects which are supported through Secondary Curriculum Development.
Holistic Family Support-Savings	IIA – 001827	No assessment is required as the Scottish Government funding replaces the council funding to deliver Whole Family Wellbeing. Therefore, the work continues and using this money as a saving has no direct impact on any of the areas covered in the IIA.
Aberdeenshire Life Education Centres (ALEC) - Termination of ALEC Service (to Absorb 187k Budget Pressure)	IIA – 001835	Aberdeenshire Life Education Centres (ALEC) is a resource which schools opt in to, to assist in their delivery of Health and Wellbeing programmes covering elements of that area of the curriculum as determined by the Experiences and Outcomes within Curriculum for Excellence. Whilst ALEC has been the result of a long-standing partnership agreement and has been offered to schools without charge, it is just one of the many resources available to schools to use to assist in their delivery of aspects of the Health and Wellbeing curriculum. It remains within the gift of the school and ultimately the Head Teacher to determine which resources they will use to complement or enhance the learning and teaching planned for areas of the curriculum. It should also be remembered that like any resource which supports or enhances lesson delivery, the most effective component to ensuring children understand and implement the strategies they are taught, is the class teacher and not the resource they are using as a vehicle to aide that delivery.

IIA Title	IIA Reference Number	Justification
EDUCATION & CHILDREN'S SERVICES		
Out of School Care (OOSC) Back-office Administration - Grade D (1.45 Full Time Equivalent)	IIA – 001884	This IIA relates to the back office staff who provide administration for OOSC. With a decision to terminate out of school care, there would no longer be a requirement for the administration allocation for the OOSC service.
Catering Additional Income Generated - Dynamic Pricing	IIA – 001886	Dynamic Pricing is a commercial pricing model used in retail and restaurants- which means that all products, excluding the Main Meals, the Daily Deal, soup and salads (due to Free School Meals entitlement) would be subject to market pressures and priced accordingly. This will allow for products to rise in price if the market dictates, however some may reduce. Two course meals will still be available to pupils for the same price they currently pay. This will allow income generation with an estimate increase to revenue by £50k.
Administration Services to Schools	IIA – 001929	<p>The budget saving will result in a reduction in administrative resource (headcount and/or hours) and any staffing reduction will be progressed through agreed and approved HR policies and procedures.</p> <p>While resource will be reduced, improvements in efficiency and flexibility of resource will be introduced to ensure a maintenance of an acceptable level of service delivery. There are no identified impacts.</p>
Live Life Aberdeenshire 10% Staffing Reduction	IIA – 001935	<p>This proposal relates to a £300k reduction in Live Life Aberdeenshire staffing budget for the year 2024/25.</p> <p>This saving will be achieved through operational efficiencies and vacancy management.</p>
Food for Life (FFL) Discontinued Accreditation	IIA – 001997	There is a significant cost associated with the Food for Life scheme – through the time it takes to administer the scheme, as well as having to purchase specific products. The removal of this scheme would not result in a reduction in the quality of food provided to pupils, rather the Council would not be restricted on the products that can be used. The saving would be approximately £30k.

IIA Title	IIA Reference Number	Justification
ENVIRONMENT & INFRASTRUCTURE SERVICES		
Gypsy/ Traveller – Not Implementing Increase in Budget	IIA – 001602	The level of service provision should not be affected as more availability on sites should lead to an increase in income. There will be no impact on protected characteristics as a result of this proposal.
Highways - Out of Hours Standby Squads	IIA – 001638	There is enough resilience within the area depots to cover a wider area with minimal impact on attendance times to ensure we comply with our risk-based approach and duty of care. There will be no impact on protected characteristics as a result of this proposal.
Household Recycling Centre Staffing – Weekend Operations	IIA – 001656	Weekend operation is currently provided by paying staff overtime at time and a half. The creation of a post to cover weekend working will mean a saving as overtime will no longer need to be paid.
Contribution to Village Horticultural Improvements	IIA – 001844	An integrated impact assessment is not required because the outcome of this proposal will not have a differential impact on the protected characteristics of the screening topics.
Arboricultural Maintenance	IIA – 001845	An integrated impact assessment is not required because the outcome of this proposal will not have a differential impact on the protected characteristics of the screening topics.
Supply of Community Bedding Plants	IIA – 001994	It is proposed to revise the provision and supply of community bedding plants following consultation with the relevant communities. This consultation is seen as key to gauge the need, volume and type of bedding plant requirements. In addition, the impact on town centres and wider communities plus any mitigations identified through working alongside local groups can be assessed.
Development Management - Increased Income from Planning Applications	IIA – 001849	Increased planning application fee income is directly related to the number and types of planning applications submitted to the Council not the impact of the development being proposed. There will be no impact on protected characteristics as a result of this proposal.
Historic Environment - Reduction in Establishment	IIA – 001851	Should this post become vacant it would be removed from the structure. The Historic Asset Management Plan workload would be redistributed across the Historic Environment team ensuring that the Historic Asset Management Plan continues to be delivered. There will be no impact on protected characteristics as a result of this proposal.

IIA Title	IIA Reference Number	Justification
ENVIRONMENT & INFRASTRUCTURE SERVICES		
Trading Standards - Reduction in Establishment	IIA – 001852	The reduction in staffing will impact on the ability to investigate and enforce breaches in legislation timeously. This will increase workload pressures on the remaining Trading Standards team, as the workload will require to be redistributed to the remaining staffing cohort. This will lead to a reduction in the quality of Service provided. There will be no impact on protected characteristics as a result of this proposal.
Environmental Health - Increased Income	IIA – 001853	Increased fee income from food export certification is directly related to continued growth in fish landings/ export in Peterhead, Macduff and Fraserburgh throughout 2024/25 and other exporters of products of animal origin to the EU. Similarly increased income from Private Water Supplies will be generated through new properties/ connections coming online. There will be no impact on protected characteristics as a result of this proposal.
Roads Administration & Management - Absorption of Pressures	IIA – 001889	The impact of meeting this surplus is reflected on the associated operational budget pages. There will be no impact on protected characteristics as a result of this proposal.
Harbours - Absorption of Pressures	IIA – 001891	The works programme for harbour maintenance will be set to align with the available budget. The provision of harbour services has no disproportionate impacts.
Vehicle Maintenance Services - Absorption of Pressures	IIA – 001893	Increased costs will be recharged to vehicle Client Services. There will be no impact on protected characteristics as a result of this proposal.
Quarries - Absorption of Pressures	IIA – 001895	The impact on quarries will be managed within the delivery of the quarry operation. There will be no impact on protected characteristics as a result of this proposal.
Transportation Strategy - Electric Vehicles	IIA – 001901	There is no change to actual service delivery as the activity is removing budget that is no longer required due to income fully recovering costs. There will be not detrimental impact to service delivery or Environment & Infrastructure Service budget.

IIA Title	IIA Reference Number	Justification
ENVIRONMENT & INFRASTRUCTURE SERVICES		
Natural Environment Planning & Projects - Absorption of Pressures	IIA – 001903	This saving is in relation to absorbing budget pressures through the discontinuation of the following projects/ posts: Ash Dieback Disease; Nature Networks and Scottish Biodiversity Strategy Delivery Plans; 2.6FTE Seasonal Access Countryside Rangers; 1 FTE Environment Project Officer (Outdoor Access). There will be no impact on protected characteristics as a result of this proposal.
Waste Management - Absorption of Pressures	IIA – 001904	The saving is in relation to additional staffing to cover workload therefore does not impact on any of the Protected Groups.
Waste Disposal - Absorption of Pressures	IIA – 001912	There are no impacts to Protected Characteristics as the budget pressure for Waste Disposal is in relation to the costs for the Energy from Waste facility.
Landscape Services - Administration - Absorption of Pressures	IIA – 001951	The proposal has no direct impacts on protected characteristics. If the pressure is taken, the service would endeavour to contain normal activities within allocated budget, although this would be challenging and would alter how we go about delivering some services.
Parks & Open Spaces - Absorption of Pressures	IIA – 001952	The proposal has no direct impacts on people with protected characteristics. If the pressure is taken, the service would endeavour to contain normal activities within allocated budget, although this would be challenging and would alter how we go about delivering some services.
Roads Maintenance - Expenditure & Income - Absorption of Pressures	IIA – 001954	The proposal has no direct impacts on the protected characteristics.
Highways - Absorption of Pressures	IIA – 001956	The impact of any associated increase in charges to Client Budget pages will be set out in the IIA related to that budget pressure.

IIA Title	IIA Reference Number	Justification
ENVIRONMENT & INFRASTRUCTURE SERVICES		
Grit Bin Provision	IIA – 001960	<p>This proposal involves a community-based assessment of current provision of grit bins to identify potential gaps. The assessment will be commenced in April 2024. The proposal links to the provision of additional bins for the snow wardens' scheme to promote a managed approach to salt usage.</p> <p>This budget saving is to develop a sustainable approach to winter maintenance self-help.</p> <p>The first strand is the review of grit bin provision which will assist in identifying the gaps perceived by communities. This will assist the service in relocating bins.</p> <p>The second strand will see promotion of the snow wardens scheme as part of the process of bin provision allowing a more informed approach to be taken in the winter maintenance techniques, essentially more snow clearing and less salt application.</p> <p>A reduction in salt use is expected to lead to a minor saving.</p> <p>This proposal will not have a differential impact on protected characteristics .</p>
Development Management - Reduction in Establishment	IIA – 001987	<p>This saving is in relation to the deletion of a vacant planning officer post (£57K). It is recognised that the reduction in staffing will impact on the ability to process planning applications timeously and increasing workload pressures on the remaining Development Management Planners. Through time, this impact will be mitigated by increasing digital and technical innovation within the Development Management Service to create capacity and ease the increased workload pressures.</p>
CROSS SERVICE		
Vehicle Maintenance Services - Purchase of Parts and Materials	IIA – 001931	<p>Sourcing and using alternative suppliers for parts and materials will help to control the increasing maintenance costs of the Council fleet. Whilst we expect costs of parts and materials to increase and the servicing/maintenance of older vehicles to increase the use of these alternative suppliers will keep these costs to a minimum. There will be no impact on protected characteristics as a result of this proposal.</p>
Procurement	IIA – 001932	<p>The savings relate to technical and commercial aspects of Aberdeenshire Council contracts and the review of contracts, where this relates to Gainshare opportunities. There will be no impact on protected characteristics as a result of this proposal.</p>

Integrated Impact Assessment Summary in Respect of Equalities and Fairer Scotland Duty Impacts for the Capital Plan Budget 2024-25

IIA - 001919 - Capital Plan Budget Reduction

Aberdeenshire Council 's Capital Plan covers a number of different Services including Education, Live Life Aberdeenshire, Landscape Services, Roads, Transportation and the Health & Social Care Partnership. If there is a borrowing cap agreed it will impact spend across the Council. There is a need to ensure that the Capital Plan remains fully funded throughout its lifetime and that it is both affordable and sustainable. A significant element of the Capital Plan is funded by borrowing which is a correlation to the Council's revenue budget. It is therefore critical that the Council's Capital Investment and Revenue impact form an important part of the Council's medium- and long-term financial strategy and a borrowing cap of 8.5% over the life of the Capital Plan has been set.

The Integrated Impact Assessment recognises the impact on those with Protected Characteristics and experiencing low income, low wealth and poorer outcomes if there is a borrowing cap in the Capital Plan.

Negative Impacts:

Age (Younger and Older) and Disability: The condition of footways and residential streets will deteriorate. As footway condition deteriorates the risk of using the footway will increase. When associated with the potential for a deterioration in the quality of urban street lighting this is likely to have an impact on overall safety.

Age (Younger and Older) and Disability: Reduced investment in public transport infrastructure will impact on the number and standard of locations which people will have to access bus services.

Age (Older): Disability: Reduction of capital funding will impact on our ability to maintain and improve Care Home accommodation where most residents are older and may be disabled.

Sex: The removal of funding to allow the frontline depot programme to progress will have a detrimental impact on the working conditions of the predominantly male workforces in the Waste and Landscape Services teams across Aberdeenshire

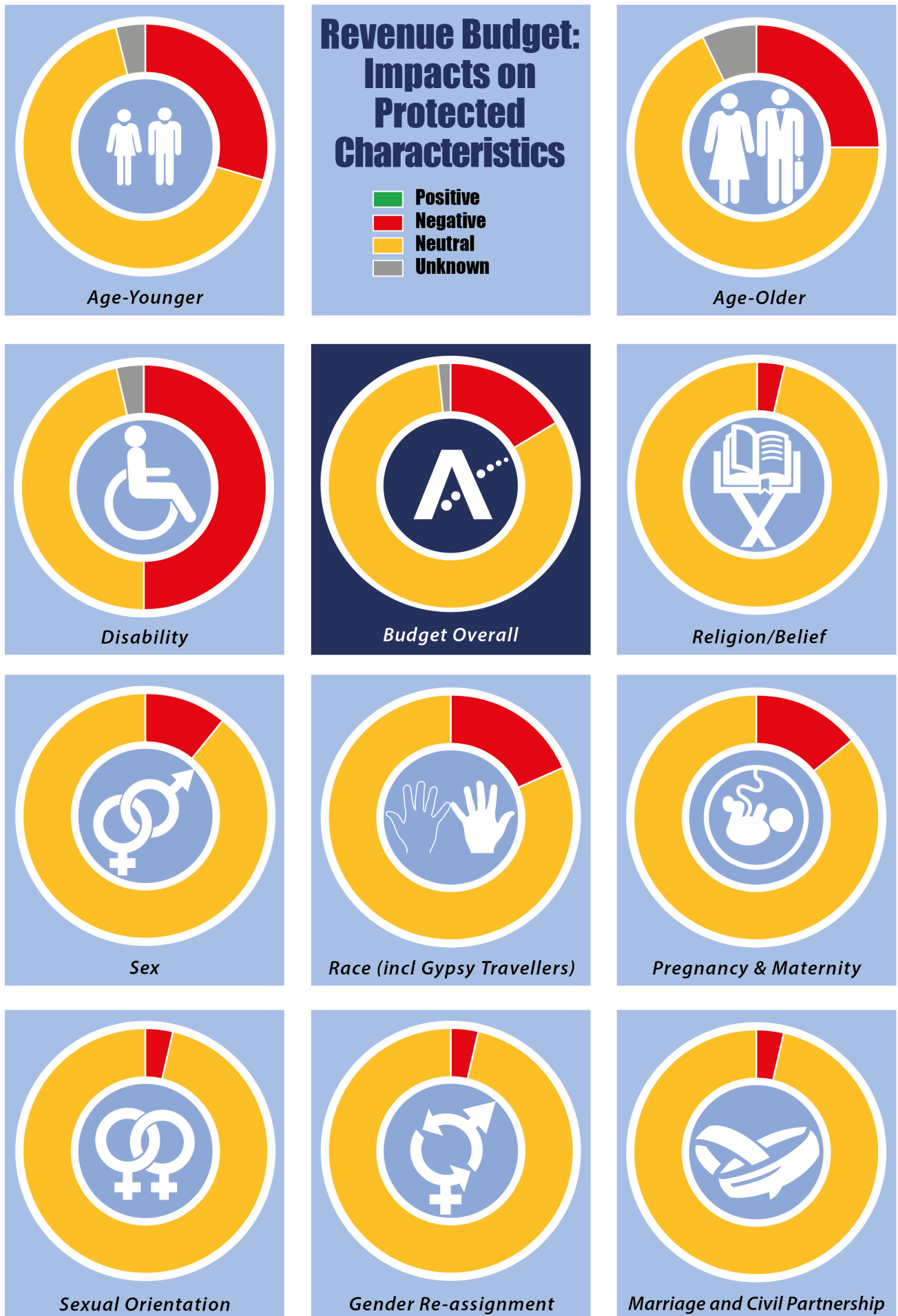
Area deprivation: The reduction in funding to secure and deliver burial ground capacity will restrict the choices available to families for internment and is likely to require additional and longer trips for those making visits.

Disability: Budget availability to carry out reasonable adjustments to allow disabled pupils to attend school. Reduction of funding will impact on our ability to maintain and improve accommodation used by people who have a disability. This includes Care Homes and other residential accommodation, Day Services and respite facilities.

Mitigations:

Services currently employ a prioritisation approach based on a risk-based approach. This approach will continue to be deployed to minimise impacts. Impacts are based on current scope and standard of service.

Looking only at those savings that have an impact on protected characteristics the following visuals show which characteristics are affected.



Budget Overall

Positive	0.00%
Negative	16.48%
Neutral	82.05%
Unknown	1.47%
Total	100%

Age-(Younger)

Positive	0.00%
Negative	29.63%
Neutral	66.67%
Unknown	3.70%
Total	100%

Age-(Older)

Positive	0.00%
Negative	25.00%
Neutral	67.86%
Unknown	7.14%
Total	100%

Disability

Positive	0.00%
Negative	50.00%
Neutral	46.43%
Unknown	3.57%
Total	100%

Race

Positive	0.00%
Negative	18.52%
Neutral	81.48%
Unknown	0.00%
Total	100%

Religion and Belief

Positive	0.00%
Negative	3.70%
Neutral	96.30%
Unknown	0.00%
Total	100%

Sex

Positive	0.00%
Negative	11.11%
Neutral	88.89%
Unknown	0.00%
Total	100%

Pregnancy and Maternity

Positive	0.00%
Negative	14.29%
Neutral	85.71%
Unknown	0.00%
Total	100%

Sexual Orientation

Positive	0.00%
Negative	3.70%
Neutral	96.30%
Unknown	0.00%
Total	100%

Gender Reassignment

Positive	0.00%
Negative	3.70%
Neutral	96.30%
Unknown	0.00%
Total	100%

Marriage and Civil Partnership

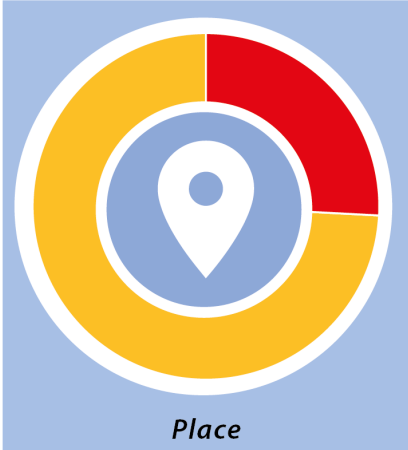
Positive	0.00%
Negative	3.70%
Neutral	96.30%
Unknown	0.00%
Total	100%

Revenue Budget: Socio-Economic Impacts

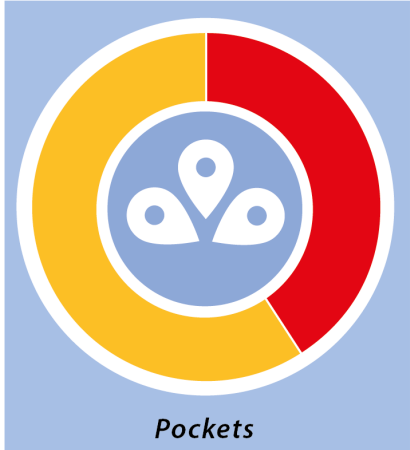
- Positive
- Negative
- Neutral
- Unknown



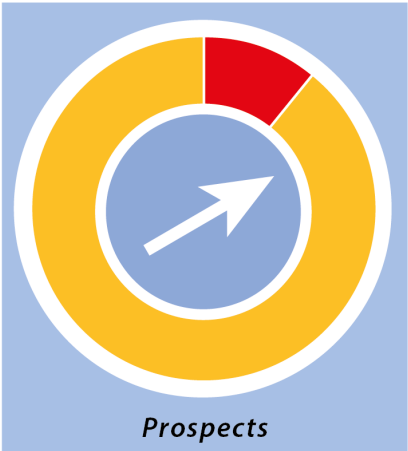
Overall



Place



Pockets



Prospects

Overall

Positive	0.00%
Negative	25.93%
Neutral	74.07%
Unknown	0.00%
Total	100.00%

Place

Positive	0.00%
Negative	26.00%
Neutral	74.00%
Unknown	0.00%
Total	100.00%

Pockets

Positive	0.00%
Negative	41.00%
Neutral	59.00%
Unknown	0.00%
Total	100.00%

Prospects

Positive	0.00%
Negative	11.00%
Neutral	89.00%
Unknown	0.00%
Total	100.00%