

## Initial Integrated Impact Assessment Form

| <b>Section 1 - The Policy</b>   |   |
|---|---|
| <b>Policy title</b>   | ECS BUDGET SAVINGS 2024 - ASN Transport Policy, Assessment and Service Design |
| <b>Implementation date</b>  | April 2024  |
| <p><b>Please provide an overview of the policy including the key aims and expected outcomes:</b></p> <p>Development of new ASN Transport Policy<br/>           Implementation of ASN Transport assessment matrix<br/>           Service design to maximise efficiency based on eligible passengers.</p>   |   |
| <p><b>Detail the budget implication relating to the policy:</b></p> <p>This proposal aims to save £30,000 in the 2024-25 financial year. This equates to a saving of 5% of the total controllable budget for the service. This is a demand led service and needs to be flexible to meet the needs of new pupils enrolling in Comhairle schools with ASN. The removal of the £30k takes away the last remaining flexibility in the budget to react to additional applications for ASN Transport. The demand led nature of the service means that this budget may be overspent in the future if additional ASN pupils successfully apply for ASN Transport without one of the current cohort leaving school or dropping off the list.</p> |   |
| <p><b>What will change as a result of this policy?</b></p> <p>New policy with ASN Transport assessment matrix at its core will lead to better information being received about individuals to influence the type and timing of the transport required for each child. Policy update with ASN Transport assessment matrix will provide a more robust data based decision making tool to assess applications and determine whether dedicated ASN Transport is required for each child and will provide equity across the Western Isles. It is hoped that both of the above will lead to efficiencies with the transport itself and the number of children being transported.</p>  |   |
| <p><b>Indicate which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?</b></p> <p>Pupils with additional support needs applying for assistance with Transport on the grounds of ASN who do not meet the criteria stipulated in the ASN Transport assessment matrix. There will be impact on the Department to cover the costs of new successful applicants for ASN Transport because this service is effectively demand led.</p>   |   |
| <b>Responsible Persons</b>  |   |
| Department / Section  | Education and Children's Services   |
| Lead Officer  | Iain G Smith  |
| IIA Team Members  |   |
| Responsible Head of Service   | Chief Officer for Education & Children's Services                             |



## Initial Integrated Impact Assessment Form

### Section 2 – Evidence

**What data and information has been reviewed as part of the policy development process?**

- The current applications of the cohort of pupils with ASN being transported;
- Estimates of future pupils (review of Early Years pupils);
- The budgets available for ASN Transport, Home to School Transport and other ad hoc and regular curricular transport provided by the Department;
- Current contracted drivers and escorts, local transport operator availability;
- ASN Policies from other Scottish Local Authorities.

**Detail what consultation has taken place as part of the policy development process?**

No consultation carried out to date.

**What does the information collected and the outcome of any consultation indicate regarding potential impacts of the policy?**

N/A

**Are there any gaps in knowledge? If further evidence or consultation required as part of the policy development process please detail:**

None identified

### Section 3 - Initial Integrated Impact Assessment

**Impact Overview**

**Yes      No**

Is the policy strategic?

✓

Will individuals have access to, or be denied access to a service or function as a result of the policy or the changes being proposed to services or functions?

✓

Will the implementation of the policy, or the changes to the policy, result in individuals being employed, a change in staffing levels, or a change in terms and conditions, employer or location, either directly or indirectly?

✓

Is there a change in the size of a budget?

✓

Will a service be withdrawn, changed or expanded?

✓

Will the policy have consequences for or affect people?

✓

Does the policy have the potential to have an impact on equality even when this only affects a relatively small number of people?

✓

Does the policy have the potential to have an impact on the economy and the delivery of economic outcomes?

✓

Is the policy likely to have a significant environmental impact?

✓

**Comments**

New fleet of vehicles recently purchased to meet the needs of the current cohort of ASN pupils and known enrolments for the next 3 years. This will strengthen the service and lead to less downtime for breakdowns and occasional additional cost for taxi relief cover.



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| <b>Section 3 – - Initial Integrated Impact Assessment<br/>Continued</b>  |            |           |                 |
|--|------------|-----------|-----------------|
| <b>Which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?</b>  | <b>Yes</b> | <b>No</b> | <b>Comments</b> |
| age  |            | ✓         |                 |
| disability   |            | ✓         |                 |
| sex  |            | ✓         |                 |
| gender reassignment  |            | ✓         |                 |
| marriage and civil partnership   |            | ✓         |                 |
| pregnancy and maternity  |            | ✓         |                 |
| race   |            | ✓         |                 |
| religion or belief   |            | ✓         |                 |
| sexual orientation   |            | ✓         |                 |
| <b>Do you have evidence or reason to believe that this policy will or may impact on socio-economic inequalities?</b> | <b>Yes</b> | <b>No</b> | <b>Comments</b> |
| Socio-economic Disadvantage  |            | ✓         |                 |
| Low Income/Income Poverty  |            | ✓         |                 |
| Low and/or no wealth   |            | ✓         |                 |
| Material Deprivation   |            | ✓         |                 |
| Area Deprivation   |            | ✓         |                 |
| Socioeconomic Background   |            | ✓         |                 |
| <b>Do you have evidence or reason to believe that this policy will or may affect individuals Human Rights?</b>       | <b>Yes</b> | <b>No</b> | <b>Comments</b> |
| Human Rights   |            | ✓         |                 |
| <b>Do you have evidence or reason to believe that this policy will have wider impacts as outlined below?</b>         | <b>Yes</b> | <b>No</b> | <b>Comments</b> |
| Health and Wellbeing   |            | ✓         |                 |
| Economic and Social Sustainability   |            | ✓         |                 |
| Environmental Sustainability, Climate Change and Energy Management   |            | ✓         |                 |
| The Gaelic Language  |            | ✓         |                 |
| Island Proofing  |            | ✓         |                 |
| Is there the potential for cumulative impact?  |            | ✓         |                 |



## Initial Integrated Impact Assessment Form

### Section 4 - Decision

Based on the initial Integrated Impact Assessment is a full IIA required?

Yes

Full IIA Lead Officer: \_\_\_\_\_

Estimated completion date: \_\_\_\_\_

No

If an IIA is deemed not to be required please detail the decision rational below

This area does cover the needs of pupils with ASN but the budget change will not have a material impact on the service provided to them. This change will be partially mitigated by the Development of a new ASN Transport Policy, Implementation of an ASN Transport assessment matrix and Service redesign to maximise efficiency based on eligible passengers. There should therefore not be an impact on service users and a full IIA is not required.

### Section 5 - Lead Officer and authorising Director

|  |                                     |
|--|-------------------------------------|
| Lead Officer (print name)  | Iain G Smith                        |
| Designation  | Service Manager Education Resources |
| Date   | 16/2/2024                           |
| Print name of Head of Service or Director responsible for the policy | D. MacLeod                          |
| Date   | 03/10/24                            |

