

## Initial Integrated Impact Assessment Form

<b>Section 1 - The Policy</b>	
<b>Policy title</b>	ECS BUDGET SAVINGS 2024 – Early Years
<b>Implementation date</b>	April 2024
<p><b>Please provide an overview of the policy including the key aims and expected outcomes:</b> Improved design for staff rotas to provide more efficient use of staff when settings have variable attendance patterns. Charges to be better aligned with national benchmark figures.</p>	
<p><b>Detail the budget implication relating to the policy:</b> This proposal aims to save or generate equivalent income of £153,000 in the 2024-25 financial year. This equates to a saving/balancing of 5% of the total controllable budget for the service.</p>	
<p><b>What will change as a result of this policy?</b> Charges for childcare will rise by 6%, a vacant post will not be filled and staff rotas will be reviewed and changed to reflect the needs of variable attendance.</p>	
<p><b>Indicate which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?</b> Parents of young children will pay marginally more for their childcare and some staff may their contracted hours altered to fit the new rotas.</p>	
<b>Responsible Persons</b>	
Department / Section	Education and Children’s Services
Lead Officer	Carol Burns
IIA Team Members	Iain G Smith
Responsible Head of Service	Head of Education
<b>Section 2 – Evidence</b>	
<p><b>What data and information has been reviewed as part of the policy development process?</b></p> <ul style="list-style-type: none"> <li>Budgets for the overall Early Years Service;</li> <li>Staffing of the overall Early Years Service – in particular the rotas in larger nurseries;</li> <li>Required outcomes for children.</li> </ul>	
<p><b>Detail what consultation has taken place as part of the policy development process?</b> No consultation carried out.</p>	
<p><b>What does the information collected and the outcome of any consultation indicate regarding potential impacts of the policy?</b> N/A</p>	



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

Further analysis of the attendance patterns and staffing rotas in all large nursery settings in the Western Isles to redesign where necessary and reflect variable attendance.

### 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

The savings will be achieved through vacancies with no backfill. The remaining staff will continue to provide the service to all schools with a reduced frequency.

### Section 3 – - Initial Integrated Impact Assessment Continued

Which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?	Yes	No	Comments
age		✓	
disability		✓	
sex		✓	
gender reassignment		✓	



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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	✓		Lone parents; People on low income
Low Income/Income Poverty	✓		As above
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?		✓	

### Section 4 – Decision

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

Yes

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

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

No



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

The impact of this saving will be the marginal increase in Early Years charges for childcare starting from April 2024 means parents will be paying more for their childcare. The other savings are being achieved through the reprofiling of staff rotas and no change to service level will be evident as a result of these changes.

### Section 5 - Lead Officer and authorising Director

Lead Officer (print name)	Carol Burns
Designation	Early Years Manager
Date	20/02/24
Print name of Head of Service or Director responsible for the policy	D. Macleod
Date	20/02/24



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