

Initial Integrated Impact Assessment Form

Section 1 - The Policy	
Policy title	BUDGET SAVINGS PROPOSALS 2023/24 – relocation of Children and Families Team
Implementation date	April 2023
<p>Please provide an overview of the policy including the key aims and expected outcomes:</p> <p>This area of service within the Education, Skills and Children’s Service Department is responsible for: Lewis and Harris Children’s Social Worker Team, Uist and Barra Children’s Social Worker Team, Child Protection, Education Psychology, Residential Services, Extended Learning, Fostering and Kinship Care, Children’s Services Management and External Provider Contracts.</p> <p>This budget saving proposal involves relocating the Children and Families Team, Lewis and Harris, from St Lennans to Sandwick Road. Discreet meetings are now possible through Microsoft Teams and Scottish Children’s Reporters Administration (SCRA) have offered their premises to be used two days per week. This is expected to achieve savings of £20k which is 0.5% of the budget available for this section within the Education, Skills and Children’s Services Department.</p>	
<p>Detail the budget implication relating to the policy:</p> <p>This proposal aims to save £20,000 per annum. This equates to a saving of 0.5% of the total budget.</p>	
<p>What will change as a result of this policy?</p> <p>The relocation of employees from St Lennans back to Sandwick Road would have no identified impacts. The benefits of St Lennan’s were that it provided a more discreet meeting place than could be offered at Sandwick Road. This has been mitigated now with the introduction of Microsoft Teams and the use of SCRA facilities.</p>	
<p>Indicate which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?</p> <p>None identified.</p>	
Responsible Persons	
Department / Section	Education, Skills and Children’s Services
Lead Officer	Jack Libby
IIA Team Members	
Responsible Head of Service	Head of Children’s Services



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Section 2 - Evidence		
<p>What data and information has been reviewed as part of the policy development process? Staffing levels, Budgets, Digitalisation options and use of SCRA facilities</p>		
<p>Detail what consultation has taken place as part of the policy development process? Discussions with the C&F team</p>		
<p>What does the information collected and the outcome of any consultation indicate regarding potential impacts of the policy? None identified</p>		
<p>Are there any gaps in knowledge? If further evidence or consultation required as part of the policy development process please detail: None identified,</p>		
Section 3 - Initial Integrated Impact Assessment		
Impact Overview	Yes	No
Is the policy strategic?	x	
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?		x
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?		x
Is there a change in the size of a budget?	x	
Will a service be withdrawn, changed or expanded?		x
Will the policy have consequences for or affect people?		x
Does the policy have the potential to have an impact on equality even when this only affects a relatively small number of people?		x
Does the policy have the potential to have an impact on the economy and the delivery of economic outcomes?		x
Is the policy likely to have a significant environmental impact?		x
<p>Comments</p> <ul style="list-style-type: none"> The Budget Strategy is strategic with an aim of saving over £1.7 million in 2023-24. This proposal aims to save £20k. The budget will be reduced by 0.5%, which is £20k. 		



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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		x	
disability		x	
sex		x	
gender reassignment		x	
marriage and civil partnership		x	
pregnancy and maternity		x	
race		x	
religion or belief		x	
sexual orientation		x	
Do you have evidence or reason to believe that this policy will or may impact on socio-economic inequalities?	Yes	No	Comments
Socio-economic Disadvantage		x	
Low Income/Income Poverty		x	
Low and/or no wealth		x	
Material Deprivation		x	
Area Deprivation		x	
Socioeconomic Background		x	
Do you have evidence or reason to believe that this policy will or may affect individuals Human Rights?	Yes	No	Comments
Human Rights		x	
Do you have evidence or reason to believe that this policy will have wider impacts as outlined below?	Yes	No	Comments
Health and Wellbeing		x	
Economic and Social Sustainability		x	
Environmental Sustainability, Climate Change and Energy Management		x	
The Gaelic Language		x	
Island Proofing		x	
Is there the potential for cumulative impact?		x	



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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 budget saving option proposes an office move for the Children and Families team from St Lennan's to Sandwich Road. There are sufficient plans to mitigate the challenge of ensuring discreet meeting places.

Section 5 - Lead Officer and authorising Director

Lead Officer (print name)	Jack Libby
Designation	Chief Social Work Officer
Date	03/02/2023
Print name of Head of Service or Director responsible for the policy	Jack Libby
Date	06/09/2023

