

Initial Integrated Impact Assessment Form

Section 1 - The Policy	
Policy title	BUDGET SAVINGS PROPOSALS 2023/24 – Office Income
Implementation date	April 2023
<p>Please provide an overview of the policy including the key aims and expected outcomes:</p> <p>This proposal aims to consider increase income generation through renting out of office buildings. It proposes income generation of £20k but highlights the risk associated with increased energy costs.</p>	
<p>Detail the budget implication relating to the policy:</p> <p>This proposal aims to increase income by £20,000 per annum</p>	
<p>What will change as a result of this policy?</p> <p>Increased use of office space by other public or private sector businesses.</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	Assets and Infrastructure
Lead Officer	Property Manager
IIA Team Members	Property Manager, Chief Officer
Responsible Head of Service	Chief Officer
Section 2 - Evidence	
<p>What data and information has been reviewed as part of the policy development process?</p> <p>Accountancy review Identification of usage of office space and service requirements</p>	
<p>Detail what consultation has taken place as part of the policy development process?</p> <p>Previous staff consultations and meetings with staff reps on the use of office space, pre and post pandemic. Conversations with public sector partners on the subject of colocation and requirements.</p>	
<p>What does the information collected and the outcome of any consultation indicate regarding potential impacts of the policy?</p> <p>There is a general desire within the public sector to collocate, however factors such as current lease arrangements, preserving identity and commercial aspects require consideration.</p>	
<p>Are there any gaps in knowledge? If further evidence or consultation required as part of the policy development process please detail:</p>	



Initial Integrated Impact Assessment Form

Levels of interest in office space by public/private sector vary and are depending on a very fluid situation with regards to individual preferences and service needs.

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

Comments

- The Budget Strategy is strategic with an aim of saving over £1.7million in 2023-24. This level of income will be achieved through offering office accommodation to public/private sector businesses. This proposal aims to generate income of £20k per annum.

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	



Initial Integrated Impact Assessment Form

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	This may positively impact on energy management if accommodation is used more effectively.
The Gaelic Language		x	
Island Proofing		x	
Is there the potential for cumulative impact?		x	

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 does not require a full IIA.



Initial Integrated Impact Assessment Form

--	--

Section 5 - Lead Officer and authorising Director

Lead Officer (print name)	Murdo Murray
Designation	Property Manager
Date	February 2023
Print name of Head of Service or Director responsible for the policy	Calum Mackenzie
Date	February 2023

