

Initial Integrated Impact Assessment Form

Section 1 - The Policy	
Policy title	ECS BUDGET SAVINGS 2024 - Adult Learning Service Location
Implementation date	April 2024
Please provide an overview of the policy including the key aims and expected outcomes: The budget for Vocational Education, Adult Learning and Employability sits within the e-Sgoil group and includes Skills & Enterprise, Adult Education, Adult Literacy and English for Speakers of Other Languages. Undertake a review of these service areas considering staffing levels and property costs.	
Detail the budget implication relating to the policy: This proposal aims to save £40,000 in the 2024-25 financial year. This equates to a saving of 12.48% of the total controllable budget for the service.	
What will change as a result of this policy? Until a review is complete it is not possible to set out any changes that may result. The savings could be achieved through non-filling of any vacancies that arise or through the relocation of services to the Library. Not recruiting to vacant posts is likely to result in a decreased level of service provision.	
Indicate which groups of people will be, or potentially could be, impacted upon by the implementation of this policy? School leavers and adult learners.	
Responsible Persons	
Department / Section	Education and Children's Services
Lead Officer	Neil Macleod
IIA Team Members	
Responsible Head of Service	Chief Officer for Education & Children's Services
Section 2 - Evidence	
What data and information has been reviewed as part of the policy development process? Budgets Staffing Service outcomes	
Detail what consultation has taken place as part of the policy development process? None	



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

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

There is uncertainty over the likelihood of vacancies arising.

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

While the Budget is strategic, this savings proposal is not strategic.

With a review of the Skills & Enterprise, Adult Education, Adult Literacy and English for Speakers of Other Languages services required there is the potential for the level of service to be changed. The proposal could reduce service capacity or relocate Adult Education staff to the Library building.

The budget would reduce by £40,000 in the 2024-25 financial year which equates to a saving of 12.48% of the total controllable budget for the service.

Section 3 – - Initial Integrated Impact Assessment Continued



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Which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?	Yes	No	Comments
age	✓		School leavers' support into employment could be affected by a reduction in the level of support. Any proposals would need to be discussed with the Accredited Training team to examine options to reduce any potential impacts. The proposal is unlikely to disproportionately disadvantage any of the other groups
disability		✓	
sex		✓	
gender reassignment		✓	
marriage and civil partnership		✓	
pregnancy and maternity		✓	
race		✓	
religion or belief		✓	
sexual orientation		✓	
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	✓		The proposal could reduce the support to those seeking employment.
Low Income/Income Poverty	✓		
Low and/or no wealth	✓		
Material Deprivation		✓	
Area Deprivation		✓	
Socioeconomic Background		✓	
Do you have evidence or reason to believe that this policy will or may affect individuals Human Rights?	Yes	No	Comments
Human Rights		✓	
Do you have evidence or reason to believe that this policy will have wider impacts as outlined below?	Yes	No	Comments
Health and Wellbeing		✓	
Economic and Social Sustainability	✓		A reduction in service support may impact on progression for those on the employability pathway.
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?			



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Yes

Full IIA Lead Officer: _____

Estimated completion date: _____

No ✓

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

While the service review is still to be completed. The options being considered have not identified any significant areas of concern regarding potential impacts to protected groups.

Section 5 - Lead Officer and authorising Director

Lead Officer (print name)	Neil Macleod
Designation	Service Manager – Performance & Staffing
Date	16/02/24
Print name of Head of Service or Director responsible for the policy	D. MacLeod
Date	03/10/24

