

Title LRS04 Budget Proposal

Intended Outcome

To reduce the Legal Services budget to contribute to the budget setting process.

Description

Legal Services are proposing to make changes to meet budget reductions by removing vacant posts/reducing staffing budgets. The savings will be achieved through the permanent removal of a LGE12 post at 7 hours per week. The proposal would reduce the Legal Services staffing budget by £13,830 per annum. Trade Union consultation and appropriate HR processes will be followed. The proposed change is not expected to impact service users directly, and performance standards and statutory obligations will continue to be met within the revised structure

How does your proposal align with strategy?

This proposal aligns with the Council's strategic objectives by contributing to the delivery of a balanced and sustainable budget through efficient use of resources.

Lead and Appropriate Officers

Lead Officer Susan Mair	Job Title Legal Services Manager	Service Legal & Regulatory Support
Appropriate Officer David Logan	Job Title Head of Legal & Regulatory Support	Department Legal & Regulatory Support

Who will deliver the proposal

The proposal will be delivered by the Head of Legal and Regulatory Support working with the Legal Services Manager

Signed Off By	Date
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Evidence

Data – what data have you used to inform the IIA?

The assessment has taken into consideration workforce structure information including current FTE levels, vacancy data, job roles and team responsibility. Financial monitoring and budget analysis detail current staffing costs and any potential saving forecasts. The proposed staffing changes will not impact on service users.

Other information – This may include reference to reports by other people/organisations relevant to the impacts you identify.

Consultation – What consultation/engagement have you carried out to inform the IIA?

The proposal has been discussed internally with the Head of Legal and Regulatory Support, the Legal Services Manager and HR colleagues to assess potential impacts. Formal consultation with trade unions will take place in line with the Council's organisational change procedures. This proposal is expected to protect the current workforce and to prevent any voluntary redundancies. As the proposal relates solely to internal staffing and does not involve any changes to service delivery or customer access, no public consultation is required

Gaps in Evidence – Are there any gaps in evidence?

There are no significant gaps in the current evidence base supporting this proposal.

Knock on Effects

Knock-on effect – will your proposal have knock-on effects?

No

Knock on Effects Details

The opportunity has been taken during the phased retirement period to redistribute the postholder's workload to other team members and this has not identified any concerns. It is anticipated that there will be no knock on effects to service users.

Monitoring

How will you monitor the impacts of your proposal as it progresses?

Caseloads/workloads will be discussed/reviewed at regular team meetings and one to one meetings as and when required.

Fairer Scotland Duty

Impact on service users

Mainland Rural Population	Island Population	Low Income	Low Wealth	Material Deprivation
No impact	No impact	No impact	No impact	No impact
Area Deprivation	Socio-Economic Background	Communities of Place	Communities of Interest	
No impact	No impact	No impact	No impact	

Impacts on service users details

This proposal relates solely to an internal staffing measure within Legal Services and does not involve any change to policy, eligibility criteria, access to services or outcomes for customers. Any impacts relate only to internal workforce

Don't knows identified

Impact on service deliverers

Mainland Rural Population	Island Population	Low Income	Low Wealth	Material Deprivation
No impact	No impact	No impact	No impact	No impact
Area Deprivation	Socio-Economic Background	Communities of Place	Communities of Interest	
No impact	No impact	No impact	No impact	No impact

Impacts on service deliverers details

Due regard

This proposal is an internal staffing change only. The only impact relate to the current workforce within Legal Services. It is anticipated that the proposed savings will potentially avoid any further measures such as voluntary redundancy.

No Impact Justification (To be completed if the screening has shown you do not have to complete this impact assessment)

Consumer Duty – No impact justification.

Children’s Rights and Wellbeing – No impact justification.

Island Communities – No impact justification.

Equality impact

Equality impact on service users

Disability	Race	Marriage and civil partnership	Religion or belief	Sex
No impact	No impact	No impact	No impact	No impact
Pregnancy and maternity	Age	Sexual orientation	Gender reassignment	
No impact	No impact	No impact	No impact	

Impact identified

The proposal has no direct impact on service users and all identified impact relate solely to staff within Legal Services. This proposal will potentially prevent redundancy options giving current staff job security albeit with the

possibility of increased workloads which will be monitored by regular team meetings and one to one meetings.

Don't knows identified

Equality impact on service deliverers

Disability	Race	Marriage and civil partnership	Religion or belief	Sex
No impact	No impact	No impact	No impact	No impact
Pregnancy and maternity	Age	Sexual orientation	Gender reassignment	
No impact	No impact	No impact	No impact	

Impact on service deliverers

No impacts have been identified.

Don't knows identified

Due regard

No Impact Justification (To be completed if the screening has shown you do not have to complete this impact assessment)