

Appendix 2	
Integrated Impact Assessments – Financial Plan Proposals 2024-25	
	Page No
Revenue Proposals	
Corporate	
Operating Model	4
Corporate Restructure	21
Infrastructure & Environment	
Additional Fees & Charges – Parks & Environment	31
Additional Fees & Charges –Roads & Infrastructure	41
Additional Fees & Charges - Waste	51
Additional Fees & Charges - Planning	63
Commercial Rent Income	74
More efficient Property & Asset Portfolio	83
Waste Management	94
Social Work & Practice	
Complex Care (Learning Disability) – Stage 1	105
Complex Care (Learning Disability) – Stage 2	108
Complex Care (Learning Disability) – Stage 3	114
Shared Lives	123
Additional Fees & Charges – Freezer/ Microwave Hire	134
Additional Fees & Charges – Meals	144
Changes to Community Access Team Model	154
Education and Lifelong Learning	
Increased Fees & Charges – School Lets	166
Inspire Income	176

Increases to Fees for Non-Funded Childcare Stage 1	186
Increases to Fees for Non-Funded Childcare Stage 2	197
Increases to Cost of School Meals for P6 & P7	205
Resilient Communities	
Additional Fees & Charges Income - Registrars	215
NDR Relief Stage 1	225
NDR Relief Stage 2	235
Finance & Corporate Governance	
Additional Fees & Charges Income – Animal Licensing	242
Additional Fees & Charges Income – Immigration Property Inspections	252
Additional Fees & Charges Income – Pest Eradication Charges/ Stray Dog Reclaiming Fees	262
Additional Fees & Charges Income – Private Water Supplies	272
Additional Fees & Charges Income – Public Health Funerals	282
Additional Fees & Charges Income – Weights & Measures	292
Additional Fees & Charges Income – Civic Government Licences (Licences Other)	302
Additional Fees & Charges Income – Commercial Entertainment Licences	312
Additional Fees & Charges Income – Non- Commercial Entertainment Licences	322
Additional Fees & Charges Income – Short Term Lets	332
Additional Fees & Charges Income – Taxi Licences	342
Additional Fees & Charges Income – Street Naming	352
Additional Fees & Charges Income – Property Enquiry Certificates – Property Numbering/ Renaming	362
Assessor & Electrical Registration Services	372
Strategic Commissioning & Partnerships	
Additional Fees & Charges Income - Bordercare	382

--	--

Capital Proposals	
Resilient Communities	
Developing Enterprise Infrastructure – Land at Duns Industrial Estate	393

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Scottish Borders Council's Operating Model 2024-2028</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice X</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>The development of the Council's operating model will reshape the Transformation Programmes for SBC and look at the key overarching component parts that affect the overall effectiveness, relevance and financial sustainability of all Council services to ensure the Council remains able to fulfil its responsibilities and deliver the highest possible quality services to all communities.</p>

At Council meeting of 31 August 2023, Members approved the report on the strategic principles and aims for developing the operating model for the next five years. The following principles serve as the proposed foundation for the operating model, building upon existing plans in particular the Council Plan and seeks to establish consistency and clarity across all Council services over processes, structure, quality and expectations.

Citizen – Centric Approach

- A citizen-centric approach is essential, placing the needs, aspirations, and well-being of the community at the forefront of decision-making and service delivery. SBC’s operating model should ensure ongoing active engagement with citizens, incorporating their input in policy-making, service design, and evaluation processes.

Collaborative Governance

- Collaborative governance encourages partnerships and collaboration between the Council, other public sector partners, third sector organisations, and community stakeholders. It fosters inclusive decision-making processes and shared accountability, allowing for collective problem-solving and the pooling of resources to achieve common goals.

Transparent and Accountable Practices

- Transparency and accountability are vital to promote public trust and confidence in the Council. The operating model should include mechanisms for open access to information, clear decision-making processes, and robust systems for monitoring and evaluation. Additionally, it should encourage the responsible use of resources and adherence to ethical standards.

Agile and Response Operations

- The operating model should support a more agile and responsive approach in our neighbourhoods to meet evolving societal, economic, and environmental challenges. This entails flexibility in resource allocation at a local level, streamlined efficient processes, and the ability to adapt to changing circumstances swiftly. It should foster innovation, experimentation, and continuous improvement in service delivery.

Effective Leadership and Governance

- Efficient resource allocation is necessary to optimise service delivery and achieve desired outcomes within budgetary constraints. The operating model should prioritise evidence-based decision-making, resource efficiency, and performance measurement. It should promote collaboration *Scottish Borders Council – 31 August 2023* between departments,

effective project management, and the adoption of digital technologies to streamline operations.

Efficient Resource Allocation

- Efficient resource allocation is necessary to optimise service delivery and achieve desired outcomes within budgetary constraints. The operating model should prioritise evidence-based decision-making, resource efficiency, and performance measurement. It should promote collaboration *Scottish Borders Council – 31 August 2023*
- between departments, effective project management, and the adoption of digital technologies to streamline operations.

Sustainable Development and Environmental Responsibility

- The operating model should reflect a commitment to sustainable development and environmental responsibility. It should encourage practices that minimise SBC's environmental footprint, promote climate resilience, and support the transition to a low-carbon economy. Integration of sustainable development goals into policies, service provision, and infrastructure planning should be a key consideration, with the aim of SBC achieving its Net Zero obligations and acting as an exemplar for communities.

Staff Engagement and Development

- Staff engagement and development are critical for building a motivated and skilled workforce within the SBC. The operating model should prioritise the recruitment, training, professional development and retention of employees. It should promote diversity, equality, and inclusion, while fostering a supportive work culture that recognises and rewards excellence. The recruitment and retention of talented individuals is vital to the delivery of high quality services; as is the involvement of staff in designing and developing Council services and business solutions.

What specific things will the developing Operating Model impact?

- The development of the Council's operating model will reshape the Transformation Programmes for SBC and look at the key overarching component parts that affect the overall effectiveness, relevance and financial sustainability of all Council services. It will align with the 6 key themes of the Council Plan (Clean Green Future; Empowered Vibrant Communities; Fulfilling our Potential; Good Health and Wellbeing; Strong Inclusive Economy and Infrastructure and Working Together Effectively) and will pose key questions in the design of the future Council, including:
 - Customer & Communities – Have we engaged meaningfully and are our services designed and co-produced?

	<ul style="list-style-type: none"> ○ Staff – Are we fully enabling, equipping & empowering staff to allow SBC to excel? ○ Digital Technology, Systems and IT – Are we using the full potential of digital solutions to maximise the benefits for customer experience, community wellbeing, staff enablement, financial sustainability and service quality? ○ Property – Does the current and planned SBC estate optimise its value and effective use, whilst minimising its footprint and costs? <p>This operating model will consist of 9 workstreams, each led by a director and critical friend:</p> <ul style="list-style-type: none"> ● Customers & Communities ● People - Structure ● People - Culture ● Property/Estates ● Digital ● Data ● Commissioning ● Process Re-design ● Financial & Environmental Sustainability <p>This IIA will be an overarching IIA for the Operating Model, however individual IIA's for each workstream will be written as and when required.</p>
<p>D. Service Area:</p>	<p>The whole of Scottish Borders Council</p>

Department:	
E. Lead Officer: (Name and job title)	Clair Hepburn - Director People, Performance and Change
F. Other Officers/Partners involved: (List names, job titles and organisations)	<p>David Robertson – Chief Executive</p> <p>Clair Hepburn – Director People, Performance and Change</p> <p>Jen Holland – Director Strategic Commissioning & Partnerships</p> <p>John Curry – Director Infrastructure & Environment</p> <p>Lesley Munro – Director Education & Lifelong Learning</p> <p>Jenni Craig – Director Resilient Communities</p> <p>Suzy Douglas – Director of Finance & Procurement</p> <p>Nuala McKinlay – Director of Corporate Governance</p> <p>Chris Myers – Chief Officer Scottish Borders Health & Social Care Partnership</p> <p>Jason McDonald – Senior Manager Business Strategy and Resources</p> <p>Kelly Tait – Project Manager, Transformation</p>
	04.01.2024 – 1 st Draft

G. Date(s) IIA completed:	10.01.2024 - Final Version
---------------------------	----------------------------

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes
<p>If yes, - please state here: Yes, the outcomes and actions of the operating model will form the basis of how the Council operates going forward which could therefore impact current policies. Any policies impacted will be addressed as it arises.</p>

Section 3 Legislative Requirements

<p>3.1 Relevance to the Equality Duty:</p>	
<p>Do you believe your proposal has any relevance under the Equality Act 2010?</p> <p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p>	
<p>Equality Duty</p>	<p>Reasoning:</p>
<p>A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i></p>	<p>The operating model’s objective is to ensure the Council remains able to fulfil its responsibilities and deliver the highest possible quality services to all. It will therefore look to address and eliminate any discrimination.</p>

<p>B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i></p>	<p>The operating model's objective is to ensure the Council remains able to fulfil its responsibilities and deliver the highest possible quality services to all. It will therefore look to ensure that individual differences are valued and respected so that everyone has the same opportunities to participate.</p>
<p>C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The operating model's objective is to ensure the Council remains able to fulfil its responsibilities and deliver the highest possible quality services to all. It will therefore look to improve relationships with all stakeholders such as staff, citizens and partners.</p>

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>		<p>X</p>		<p>One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific</p>

				requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.		X		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Gender Reassignment/ Gender Identity anybody whose gender identity or gender expression is different to their birth sex		X		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Marriage or Civil Partnership people who are married or in a civil partnership		x		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific

				requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),		x		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)		x		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.		x		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific

				requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Sex women and men (girls and boys)		x		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific requirements of this characteristic will be addressed in detail through the individual workstream IIA's.
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual		x		One of the foundations of the operating model is to have a citizen-centric approach, placing the needs, aspirations and well-being of the community at the forefront of decision-making and service delivery. The operating model should ensure ongoing active engagement with citizens by incorporating their input into policymaking, service design and evaluation processes. Therefore, there should be a positive impact on all equality groups. Specific requirements of this characteristic will be addressed in detail through the individual workstream IIA's.

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream’s IIA.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream’s IIA.

Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.
Socio-economic Background – social class i.e. parents' education, employment and income		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.
Care experienced people		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.
Carers paid and unpaid including family members		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.
Homelessness		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.
Addictions and substance use		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.
Those involved within the criminal justice system		X		The Operating Model in its entirety will have an impact, which will be detailed in each workstream's IIA.

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Individual workstream’s will have their own IIA if required which will provide more detail, this IIA cover’s the overall operating model.

<p>Signed by Lead Officer:</p>	<p>Jason McDonald</p>
---------------------------------------	------------------------------

Designation:	Senior Manager Business Strategy and Resources
Date:	17/01/2024
Counter Signature Director:	Clair Hepburn
Date:	25/01/2024

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Corporate Restructure – Review of Management Structures</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice X<input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>A review of the Council's senior management structure.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Corporate</p>

E. Lead Officer: (Name and job title)	Clair Hepburn Director, People, Performance & Change
F. Other Officers/Partners involved: (List names, job titles and organisations)	Iain Davidson Employee Relations Manager
G. Date(s) IIA completed:	15/02/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No <i>(please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010? Yes

<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The review and any reallocation of duties will be conducted in a manner not discriminatory against any group who share a protected characteristic.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	There will be equality of opportunity regardless of protected characteristic.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	N/A

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No	Positive Impact	Negative Impact	

	Impact			
Age Older or younger people or a specific age grouping	X			<p>The review will not adversely affect any employee regardless of protected characteristic.</p> <p>The outcome of the review will not materially affect the balance of the senior management team by protected characteristic.</p>
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	X			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	X			
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	X			<p>This is a review of the Council’s senior management structure, which will assign the managers responsible for the Council’s strategic direction.</p> <p>There is no adverse individual impact.</p>
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	X			
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	X			
Socio-economic Background – social class i.e. parents’ education, employment and income	X			
Care experienced people	X			
Carers paid and unpaid including family members	X			

Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required


Select No if you have answered "No" to all of Sections 3.1 – 3.3.


No (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	 Clair Hepburn
Designation:	Director, People Performance & Change
Date:	15/02/2024

Counter Signature Director:	
Date:	15/02/2024

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

A. Title of Proposal:	Increased Fees & Charges – Parks & Environment
B. What is it?	A revised Policy/Strategy/Practice
C. Description of the proposal: (Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))	Review / Increase in charges for : <ul style="list-style-type: none"> • Burials • Allotments • Pitch Bookings
D. Service Area: Department:	Infrastructure & Environment, Parks & Environment
E. Lead Officer:	Carol Cooke, Parks & Environment Manager

(Name and job title)	
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	16/02/24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010? <i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>

Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	n/a
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	<p>In principle an increase in charges may have an effect on equality of opportunity.</p> <p>In practice, however, the increases are relatively small the resulting fees are also comparable with similar services in neighbouring and/or similar rural authorities so the effects should be minimal.</p>
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	<p>The increases are relatively small; the resulting fees are also comparable with similar services in neighbouring and/or similar rural authorities. As such they are not expected to have an impact on the council's relationship with those who have equality characteristics.</p>

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	

Age Older or younger people or a specific age grouping			x	The increase in charges may be less affordable. In practice, however, the increases are relatively small and the resulting fees are also comparable with similar services in neighbouring and/or similar rural authorities
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	Slight increase in charges may be less affordable. In practice, however, the increases are relatively small.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	Slight increase in charges may be less affordable. In practice, however, the increases are relatively small.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income			x	Slight increase in charges may be less affordable. In practice, however, the increases are relatively small.
Care experienced people	x			

Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered "No" to all of Sections 3.1 – 3.3.

Yes

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increases in Fees and charges have been assessed as part of wider service provision to ensure services are being delivered sustainably and in line with inflation.

The position will be monitored and if necessary a full Impact Assessment will be undertaken.

Signed by Lead Officer:	Carol Cooke
Designation:	Parks & Environment Manager
Date:	16/02/24

Counter Signature Director:	John Curry
Date:	21/02/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Increased Fees & Charges for Roads related items</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Review / Increase in charges for :</p> <ul style="list-style-type: none"> • Road Closures • Scaffolding Permits • Temporary Traffic Light Permits • Road Occupation Permits • Road Opening Permits • Skips

<p>D. Service Area:</p> <p>Department:</p>	<p>Place</p> <p>Infrastructure & Environment,</p>
<p>E. Lead Officer:</p> <p>(Name and job title)</p>	<p>Brian Young, Infrastructure Manager</p>
<p>F. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	<p>Jason Hedley, Chief Officer Roads</p>
<p>G. Date(s) IIA completed:</p>	<p>13/2/24</p>

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
<p>Do you believe your proposal has any relevance under the Equality Act 2010?</p> <p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.) YES</i></p>	
Equality Duty	Reasoning:
<p>A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i></p>	N/A
<p>B. Promotion of equality of opportunity?</p> <p><i>(Will your proposal help or hinder the Council with this)</i></p>	<p>In principle an increase in charges may have an effect on equality of opportunity.</p> <p>In practice, however, most of the increases are relatively small (5 to 10% typically) and are more likely to impact on businesses than individuals, so the effects should be minimal. Those increases that</p>

	are larger are business related and bring the Council, in line with neighbouring authorities
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	The fees and charges are comparable with similar services in neighbouring and/or similar rural authorities. As such they are not expected to have an impact on the council's relationship with those who have equality characteristics

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping			X	Increase in charges may make them less affordable for some groups.
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	X			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for	X			

the purpose of reassigning the person's sex by changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			X	Increase in charges may make service less affordable. In practice, however, the increases are relatively small and/or unlikely to directly impact on the group identified (primarily business related).

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			X	Increase in charges may make service less affordable. In practice, however, the increases are relatively small and/or unlikely to directly impact on the group identified (primarily business related).
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance			X	Increase in charges may make service less affordable. In practice, however, the increases are relatively small and/or unlikely to directly impact on the group identified (primarily business related).
Socio-economic Background – social class i.e. parents' education, employment and income			X	Increase in charges may make service less affordable. In practice, however, the increases are relatively small and/or unlikely to directly impact on the group identified (primarily business related).
Care experienced people	X			
Carers paid and unpaid including family members	X			
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work	

<ul style="list-style-type: none"> • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The position will be monitored and if necessary a full IIA will be undertaken

--

Signed by Lead Officer:	Brian Young
Designation:	Infrastructure Manager
Date:	13/2/24
Counter Signature Director:	John Curry
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Increased Fees & Charges - Waste Services</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice X</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Annual review of the Council's fees & charges for the Waste Services. For example, special/bulky uplifts, trade waste collections, CRC trade waste permits and disposal waste transfer stations.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Waste</p> <p>Infrastructure & Environment</p>

E. Lead Officer: (Name and job title)	Ross Sharp-Dent Waste & Passenger Transport Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	Various officers from the finance dept.
G. Date(s) IIA completed:	15/02/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes
If yes, - please state here: Departmental policies and procedures

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	<p>Yes – Price increases may make these things less affordable.</p> <p>However, with the exception of Special Uplifts users will tend to be commercial/ business entities.</p> <p>However important to recognise that by increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain service. Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	<p>Yes – Price increases may make these things less affordable.</p> <p>However, with the exception of Special Uplifts users will tend to be commercial/ business entities.</p> <p>However important to recognise that by increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain service. Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	Likely to hinder – Price increases may make these things less affordable.

	<p>However, with the exception of Special Uplifts users will tend to be commercial/ business entities.</p> <p>However important to recognise that by increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain service. Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
--	--

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>		x	x	<p>Increasing bulky uplift charges may negatively impact older and younger age group as they may not have access to transport and therefore Community Recycling Centres. As a result they may be more reliant on the bulky uplift service.</p> <p>By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain the bulky uplift service. Affordability of</p>

				services, particularly those that are not statutory is a key consideration for the Council at the current time.
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.		x	x	<p>Increasing bulky uplift charges may negatively impact those with a disability as they may not have access to transport and therefore Community Recycling Centres. As a result they may be more reliant on the bulky uplift service.</p> <p>By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain the bulky uplift service. Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),		x	x	<p>Increasing bulky uplift charges may negatively impact those in the pregnancy and maternity group as they may not have access to transport and therefore Community Recycling Centres. As a result they may be more reliant on the bulky uplift service.</p> <p>By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to</p>

				maintain the bulky uplift service. Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)		x		
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.		x		
Sex women and men (girls and boys)		x		
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual		x		

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.		x	X	Increases may make these things less affordable. However, with the exception of Special Uplifts users will tend to be commercial/ business entities. By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain the services covered by this IIA. Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies		x	X	Increases may make these things less affordable. However, with the exception of Special Uplifts users will tend to be commercial/ business entities.

				<p>By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain the services covered by this IIA.</p> <p>Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
<p>Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance</p>			X	<p>Increases may make these things less affordable.</p> <p>However, with the exception of Special Uplifts users will tend to be commercial/ business entities.</p> <p>Those that live in remote area or further from Community Recycling Centres are likely to be more reliant on the special/bulky uplift service.</p> <p>By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain the services covered by this IIA.</p> <p>Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
<p>Socio-economic Background – social class i.e. parents' education, employment and income</p>		X	X	<p>Increases may make these things less affordable.</p>

				<p>However, with the exception of Special Uplifts users will tend to be commercial/ business entities.</p> <p>By increasing the charges the Council is more likely to be able to recover its costs and there be able to afford to maintain the services covered by this IIA.</p> <p>Affordability of services, particularly those that are not statutory is a key consideration for the Council at the current time.</p>
Care experienced people	X			
Carers paid and unpaid including family members	X			
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

NO

If "Yes", please complete below

Covenant Duty

How this has been considered and any specific provision made:

The unique obligations of, and sacrifices made by, the armed forces;

The [MOD Statutory Guidance](#) gives the following examples:

- Danger
- Geographical Mobility
- Separation from Family
- Service Law
- Unfamiliarity with Civilian Life
- Hours of Work
- Stress

The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;	
The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

No

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The effect of the increases has been taken into account when setting the rates.

--

Signed by Lead Officer:	Ross Sharp-Dent
Designation:	Waste & Passenger Transport Manager
Date:	15 February 2024
Counter Signature Director:	John Curry
Date:	21 February 2024

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Increased Fees & Charges within Planning Housing and Related Services</p>
<p>B. What is it?</p>	<p>A revised Practice <input type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Implementation of an average 10% increase in existing Fees & Charges. No new charges proposed this year.</p> <p>Heritage & Conservation - Archaeology (professional fees)</p> <p>Housing - Landlord Registration Fees and PRS grants</p>

	<p>Development Management - Pre-Planning Application Advice Service</p> <p>Building Standards Service - Preliminary Enquiries, property inspections, letter of confirmation, temporary structures, safety at sports ground, percolation tests, and dangerous and defective building admin fee.</p> <p>Roads Planning – searches and Road construction consent inspections and adoptions. No fee increase for Vehicular Access Consents.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Planning, Housing & Related Services</p>
<p>E. Lead Officer:</p> <p>(Name and job title)</p>	<p>Ian Aikman</p> <p>Chief Planning & Housing Officer</p>
<p>F. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	<p>HR/Finance</p>
<p>G. Date(s) IIA completed:</p>	<p>08/02/2024</p>

--	--

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
Do you believe your proposal has any relevance under the Equality Act 2010?	
No	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. (Will the proposal discriminate? Or help eliminate discrimination?)	It is not considered that the fee and charges increase will hinder the elimination of discrimination, victimisation and harassment.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	It is not considered that the fee and charges increase will hinder the promotion of equality of opportunity.

C. Foster good relations?

(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)

It is not considered that the fee and charges increase will hinder the fostering of good relations.

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

The fee and charges increases are on average set at 10%, which will make them less affordable for communities and applicants at a time where there is an affordability/cost of living crisis. However, this is a relatively modest increase which enables the provision and continued availability of these services, some of which may otherwise have had to have been removed. The majority of the fees and charges do not cover the costs of service delivery and there is therefore an embodied element of the Council subsidy to maintain these services to the public, even at this increased level of fee or charge.

The larger increases of up to 59% are proposed for larger scale, more complex developments and renewable energy proposals. These will generally be affordable for the commercial interests promoting those developments and constitute a modest component of the development value of the project.

There are a range of exemptions to certain categories for Pre-application planning enquiries, as follows:

- advice in respect of proposals which only require listed building consent or conservation area consent.
- developments solely proposing disabled facilities or access.
- 100% Affordable Housing Schemes.
- proposals where the applicant/developer is a registered charity or a Community Council.
- discussions with residents potentially affected by developments.
- one meeting or written response following a refusal of an application, where revisions to that refused scheme within the same application site are proposed.

Exemptions also apply within the Building Standards regime for development that addresses accessibility issues.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping			x	<p>The fee and charges increases mean the services will be less affordable. The charges and fee for prospective applicants is relatively modest and ensure that the services continue to be provided.</p> <p>There is no charge for engagement with communities of all age groups on planning matters and other services areas.</p>
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			<p>Exemptions are made for paying fee for preliminary planning enquiries that:</p> <ul style="list-style-type: none"> • developments solely proposing disabled facilities or access.

Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			No impact predicted.
Marriage or Civil Partnership people who are married or in a civil partnership	x			No impact predicted.
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			No impact predicted.
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			No impact predicted.
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			No impact predicted.
Sex women and men (girls and boys)	x			No impact predicted.

Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	x			No impact predicted.
---	---	--	--	----------------------

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have			X	

no savings to deal with any unexpected spends and no provision for the future.				
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			X	
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance			X	
Socio-economic Background – social class i.e. parents' education, employment and income			X	
Care experienced people	X			
Carers paid and unpaid including family members	X			
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work	

<ul style="list-style-type: none"> • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The effect of the increases has been taken into account when setting the rates.

The position will be monitored and if necessary a full Impact Assessment will be undertaken.

--

Signed by Lead Officer:	Ian L Aikman
Designation:	Chief Planning & Housing Officer
Date:	08/02/2024
Counter Signature Director:	John Curry
Date:	21/2/24

Integrated Impact Assessment (IIA)

Part 1 Scoping

1 Details of the Proposal

<p>Title of Proposal:</p>	<p>Commercial Rent Increases due to inflation in the rental market</p>
<p>What is it?</p>	<p>A new Policy/Strategy/Practice <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate).</p>	<p>The Council's sublet estate has the ability to review the rents charged on a regular basis (normally every 3 years)</p> <p>It is proposed that the rent reviews due in 2024/25 are implemented and rents increased in line with market value.</p>

	The additional income generated by the increases in the rents will support the savings identified in the Council's Corporate Plan
Service Area: Department:	Estates – Infrastructure & Environment
Lead Officer: (Name and job title)	Jo Stewart, Estates Strategy Manager
Other Officers/Partners involved: (List names, job titles and organisations)	Replacement Estates Surveyor Donna Coltart, Estates Strategy Officer Jacqui MacQuarrie, Senior Technical /Assistant
Date(s) IIA completed:	07 th February 2023 Reviewed 16 th February 2024

2 Will there be any cumulative impacts as a result of the relationship between this proposal and other policies?

Yes

If yes, - please state here:

This policy will support the Council's Transformation programme and Estates Strategy

3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Yes

Equality Duty	Reasoning:
Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	N/A
Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	In principle an increase in charges may have an effect on equality of opportunity. In practice, however, most of the increases will be typically around 10% and are more likely to impact on businesses than individuals, so the effects should be minimal. Those increases that are larger are business related and bring the Council, in line with current market rental rates.
Foster good relations? <i>(Will your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	The fees and charges bring the Council, in line with current market rental rates. As such they are not expected to have an impact on the council's relationship with those who have equality characteristics

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)		
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.		
	Impact	Please explain the potential impacts and how you

	No Impact	Positive Impact	Negative Impact	know this
Age Older or younger people or a specific age grouping	X			
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
Gender Reassignment Trans/Transgender Identity anybody whose gender identity or gender expression is different to the sex assigned to them at birth	X			
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			

Religion or Belief: different beliefs, customs (including atheists and those with no aligned belief)	X			
Sex – Gender Identity women and men (girls and boys) and those who self-identify their gender	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

Legal right to do it and under obligation to obtain best value from our sublet estate.

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	X			
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	X			
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport)	X			Rents normally reflect the economic status of an area.
Socio-economic Background – social class i.e. parents' education, employment and income	X			
Looked after and accommodated children and young people	X			

Carers paid and unpaid including family members	X			
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes (please delete as applicable)

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	Jo Stewart
--------------------------------	-------------------

Designation:	Estates Strategy Manager
Date:	20/02/2024
Counter Signature Director	John Curry
Date:	21/02/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>More Efficient Property & Assets Portfolio</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice X</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p><i>Savings resulting from property rationalisation and implementing the findings of the estates strategy review to drive efficiencies across the Council. Savings will be made from non-domestic rates (NDR), utilities, and property maintenance, including cleaning services. Any FTE impact is likely to be from facilities posts in affected buildings.</i></p> <p>The Corporate Landlord Model, which predates this proposal, centralises all property estate-related</p>

	<p>budgets, decision making and activities within a central team. This allows for a more integrated approach to property and facilities management and drives value for money decision making across the whole Council property estate, which ultimately leads to significant benefits and cost savings.</p>
<p>D. Service Area: Department:</p>	<p>Estates</p>
<p>E. Lead Officer: (Name and job title)</p>	<p>Ray Cherry Chief Officer Estates</p>
<p>F. Other Officers/Partners involved: (List names, job titles and organisations)</p>	<p>Jo Stewart Estates Strategy Manager</p>
<p>G. Date(s) IIA completed:</p>	<p>6.2.24</p>

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes

T.O.M., Energy Efficiency / Net Zero programme / Implementation of Estates Strategy Review & development of Asset Management Plan. There may be some impact on local communities, but not on customer services as the principle of the proposal is one of a holistic approach.

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

Yes

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

Process improvement, focussing on an Intelligent Client/Service Property Lead and ensuring there is a corporate approach to strategic property asset management which will help eliminate discrimination.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

Process improvement, focussing on an Intelligent Client/Service Property Lead and ensuring there is a corporate approach to strategic property asset management which will promote equality of opportunity.

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>Estates will work closely with all services within the Council, including partner agencies and third sector partners, to ensure a focussed and corporate approach to strategic property asset management providing the right property equality outcomes.</p>
--	---

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>		X	X	<p>Some employees may find it more difficult to adjust to a more flexible form of working and increased use of digital resources.</p> <p>Other employees may enjoy the opportunities that digital resources offer.</p>
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>		X	X	<p>Increased digital access will empower all staff allowing them to self-serve within their roles.</p> <p>Disabled employees may find it more difficult to adjust to a more flexible form of working.</p>

Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	X			
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),		X		Increased digital access and agile working will be a benefit to employees who are pregnant and on maternity leave – keeping in touch days will be easier to facilitate.
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			

Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p> <p>The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.</p>				
<p>Is the proposal strategic?</p> <p>Yes</p> <p>If No go to Section 4</p>				
<p>If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:</p>				
	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have	X			

no savings to deal with any unexpected spends and no provision for the future.				
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies		X	X	Some staff may not have the digital connectivity or the facilities to work from home as roles become more agile.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance		X	X	Allowing staff to work in an agile way using digital technology places less reliance on being in an office. Remote working, subject to sufficient connectivity will benefit those living in remote communities as commuting will become less of a daily requirement. For staff living in communities with poor digital connectivity alternative provision will need to be made.
Socio-economic Background – social class i.e. parents' education, employment and income	X			
Care experienced people	X			
Carers paid and unpaid including family members		X	X	For current employees, a change to work patterns may have a negative impact on some with caring responsibilities.

				Equally, different work patterns will benefit some with caring responsibilities.
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below	
Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Individual projects when specified as part of the Estates review, will have individual IIA’s undertaken.

The position will be monitored and if necessary a full Impact Assessment will be undertaken.

Signed by Lead Officer:	Ray Cherry
Designation:	Chief Officer Estates
Date:	6.2.24
	John Curry

Counter Signature Director:	
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Waste Management</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Savings to be made from further optimisation of the waste service including review of working patterns. Future years' savings from implementation of national legislation including Deposit Return Scheme and Extended Producer Responsibility obligations.</p>
<p>D. Service Area:</p>	<p>Infrastructure & Environment</p>

Department:	Waste Management
E. Lead Officer: (Name and job title)	Ross Sharp-Dent Waste Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	03/02/22 Reviewed 10/02/23 Reviewed 13/02/24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes

If yes, - please state here:

Departmental practices and procedures.

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010? Yes

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

Reasoning:

Process improvement, improved staff communications & engagement, focussing on customer intelligence and needs and enhanced community engagement will help eliminate discrimination.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

Improved staff communications & engagement & process improvement, focussing on customer intelligence and needs and

	enhanced community engagement will promote opportunity for all protected groups.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	The focus on staff engagement/communications, community engagement, participation and empowerment will help foster good relations between different groups.

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping		X	X	Changes to waste collection and disposal services has the potential to have both a positive and negative impact on older people. This will be mitigated by consideration of these matters during the service design. Communication of changes will be critical.
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal		X	X	Changes to waste collection and disposal services has the potential to have both a positive and negative impact on older people. This will be mitigated by

day to day activities. This may be visible or invisible, progressive or recurring.				consideration of these matters during the service design. Communication of changes will be critical.
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	X			
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			

Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p> <p>The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.</p>				
<p>Is the proposal strategic?</p> <p>Yes</p> <p>If No go to Section 4</p>				
<p>If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:</p>				
	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	

<p>Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.</p>		X	X	<p>Changes to waste collection and disposal services has the potential to have both a positive and negative impact. This will be mitigated by consideration of these matters during the service design. Communication of changes will be critical.</p> <p>For current employees, any potential reduction in staff numbers may mean an impact on this group.</p>
<p>Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies</p>		X	X	<p>For current employees, any potential reduction in staff numbers may mean an impact on this group.</p>
<p>Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance</p>		X	X	<p>Changes to waste collection and disposal services has the potential to have both a positive and negative impact in respect of area. This will be mitigated by consideration of these matters during the service design. Communication of changes will be critical.</p>
<p>Socio-economic Background – social class i.e. parents' education, employment and income</p>			X	<p>For current employees, any potential reduction in staff numbers may mean an impact on this group.</p>
<p>Care experienced people</p>	X			

Carers paid and unpaid including family members		X	X	For current employees, a change to work patterns could have either a negative or positive impact on some with caring responsibilities. Different work patterns may also make working for the Council attractive and practical for those with caring responsibilities.
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty

How this has been considered and any specific provision made:

The unique obligations of, and sacrifices made by, the armed forces;

The [MOD Statutory Guidance](#) gives the following examples:

- Danger
- Geographical Mobility
- Separation from Family
- Service Law
- Unfamiliarity with Civilian Life
- Hours of Work
- Stress

The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;

The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.	
---	--

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	Ross Sharp – Dent	
--------------------------------	--------------------------	--

Designation:	Waste Manager	
Date:	03/02/22 – Reviewed 10/02/23 – Reviewed 13/02/24	
Counter Signature Director:	John Curry	
Date:	21/02/2024	

Scottish Borders Health and Social Care Partnership



Equality, Human Rights and Fairer Scotland Duty Impact Assessment – Stage 1 Proportionality and Relevance

Completion of the template below will give senior officers the confidence that the Equality Duty, the Scottish Specific Public Sector Equality Duties, Human Rights and the Fairer Scotland Duty have been considered at the beginning of and throughout the proposal development and that action plans are in place, where applicable, to; identify relevant stakeholders, undertake robust consultation to deliver a collaborative approach to co-producing the E&HRIA.

What Integration Joint Board (IJB) report or Partnership decision does this proportionality and relevance assessment relate to:

Scottish Borders HSCP Learning Disability Service Coming Home Programme

Relevant protected characteristics materially impacted, or potentially impacted, by proposals (clients, customers, employees, people using services) indicate all that apply

Age	Disability <small>Learning Disability, Learning Difficulty,</small>	Gender	Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Race	Religion and Belief <small>(including non-belief)</small>	Sexual Orientation
-----	--	--------	------------------------	--------------------------------------	----------------------------	------	---	-----------------------

	Mental Health, Physical							
	Autism/Asperger's							
X	X		X			X		X

Equality and Human Rights Measurement Framework – Reference those identified in Stage 1

Education	Work	Living Standards	Health	Justice and Personal Security	Participation
Higher education Lifelong learning	Employment Earnings	Poverty Housing Social Care	Social Care Health outcomes Access to health care Mental health Palliative and end of life care*	Hate crime, homicides and sexual/domestic abuse Reintegration, resettlement and rehabilitation*	Political and civic participation and representation Access to services Social and community cohesion* Family Life*

*Supplementary indicators

Main Impacts	Are these impacts positive or negative or a combination of both	Are the impacts significant or insignificant?
People with Learning Disability who are currently placed out of Scottish Borders due to lack of availability of appropriate support and	Positive for individuals and their families returning to live/remaining in the Scottish Borders.	Significant

accommodation or at risk of being placed out of area will return home.		
--	--	--

Is the proposal considered strategic under the Fairer Scotland Duty?	Yes
---	-----

E&HRIA to be undertaken and submitted with the report – Possibly for Project 1	Proportionality & Relevance Assessment undertaken by: Susan Henderson Planning and Development Officer 27 July 2023 Reviewed 4 Sept 2023
---	--

Equality Human Rights and Fairer Scotland Duty Impact Assessment

Stage 2 Empowering People - Capturing their Views



Scottish Borders HSCP Learning Disability Service Coming Home Programme

(People with learning disabilities will continue to live and be supported in Scottish Borders)

Equality Human Rights and Fairer Scotland Impact Assessment Team

Role	Name	Job title	Date of IA Training
E&HR Service Specialist			
HSCP Senior Mgt Team Member	Simon Burt	General Manager Learning Disability and Mental Health	
Responsible Officer	Susan Henderson	Planning and Development officer	
Main Stakeholder (NHS Borders)	Peter Old	Assistant Team Manager	

Mains Stakeholder (SBC)	Douglas Ireland	Acting Group Manager Learning Disability and Mental health	
Third/Independent Sector Rep			
Service User			

Evidence Gathering (will also influence and support consultation/engagement/community empowerment events)

Evidence Type	Source	What does the evidence tell you about the protected characteristics affected?
What equalities information is routinely collected from people currently using the service or affected by the policy?	MOSAIC and EMIS records Age, Gender, Disability (Learning)	Higher percentage of male population; spread of age from 14-55 (CHECK) Physical disabilities, neurodiversity,
Data on populations in need	National report Coming Home programme LD transitions tracker Scottish Borders Dynamic Support Register	Information on the Scottish Wide data is available here: Coming Home Implementation: report from the Working Group on Complex Care and Delayed Discharge - gov.scot (www.gov.scot)
Data on relevant protected characteristic	Not collated locally	Embedding these into the recently implemented Dynamic Support register will result in collation of this data
Data on service uptake/access	Not applicable	Currently services are in development. Subject to future reporting.

Data on socio economic disadvantage	Financial assessments	18 years plus. All in receipt of welfare benefits. Coming Home Implementation: report from the Working Group on Complex Care and Delayed Discharge - gov.scot (www.gov.scot)
Research/literature evidence	Coming Home Report Coming Home Implementation report	Health inequalities add in SCLD info reports Coming Home Implementation: report from the Working Group on Complex Care and Delayed Discharge - gov.scot (www.gov.scot)
Existing experiences of service information	Winterbourne review; service user family feedback;	Negative experience living far from families; restrictive practices; living in hospital when ready for discharge
Evidence of unmet need	Service referrals; dynamic support register; transitions tracker	People with learning disability and very complex support needs right to be accommodated and live near their families and loved ones is infringed.
Good practice guidelines	no	
Other – please specify		
Risks Identified	Coming Home Implementation: report from the Working Group on Complex Care and Delayed Discharge - gov.scot (www.gov.scot)	Breach people’s human rights by detaining them in hospital longer than necessary; Legal action due to failure to comply (Check coming home report); infringing people’s rights to choose support, where they live;

		Families increased costs due to travelling – a negative impact on the Fairer Scotland Duty (socioeconomic impacts)
Additional evidence required		

Consultation/Engagement/Community Empowerment Events

Event 1 – conversations with families impacted

Date	Venue	Number of People in attendance by category*	Protected Characteristics Represented
Various dates in 2023	Individual homes	7 families	Learning Disability; Age;

Views Expressed	Officer Response
Will improve family life by having people closer to family homes.	To gather views from families and evaluate following the move home to Scottish Borders.
Person centered support is essential	Packages of support will be tailored to each person to involve all important people in that person's life, including fostering good relationships with new neighbours and building links in their communities to enhance and sustain their community presence.

Some anxiety if the support breaks down – what then?	Learning disability service to support the support team and each individual in their new accommodation.
Some people would like to be involved in group family meetings	Meetings to be arranged from end September onwards

Event 2 – work with Live Through friends (LTF)

Date	Venue	Number of People in attendance by category*	Protected Characteristics Represented
During 2023	MS teams meetings; in person workshops	3-12	Learning Disability, Age

Views Expressed	Officer Response
<p>LTF currently providing guidance and support to Learning Disability service, individuals, families and co-opting Studio 3 to support robust support planning.</p> <p>Good life planning gathers information to build robust support packages.</p> <p>LTF told us this approach has worked well for other people.</p>	<p>Member of the learning disability service will gather the learning gained from the Good Life Planning approach to share with wider learning disability team to influence and inform future approaches, planning and commissioning.</p>

Event 3 – Conversation with AVATAR

Date	Venue	Number of People in attendance by category*	Protected Characteristics Represented
------	-------	---	---------------------------------------

7/9/23	Conversation with AVATAR	1	Learning disability; autistic people
--------	--------------------------	---	--------------------------------------

Views Expressed	Officer Response
Agrees that person centered approach is appropriate and would welcome further conversation when we plan the larger supported housing project.	Will include AVATAR in consultation when moving onto the larger supported housing project and in future learning disability consultations.

Equality, Human Rights and Fairer Scotland Duty Impact Assessment

Stage 3



Analysis of findings and recommendations

Report Title - Scottish Borders HSCP Learning Disability Service Coming Home Programme

Please detail a summary of the purpose of the proposal being developed or reviewed including the aims, objectives and intended outcomes

The 2018 Scottish Government report, “Coming Home: A Report on Out-of-Area Placements and Delayed Discharge for People with Learning Disabilities and Complex Needs” concluded that all adults with learning disabilities, including those with complex needs, should experience meaningful and fulfilled lives close to home. There is an urgent need to address this and an expectation that this should be achieved by March 2024. Scottish Government will be monitoring Health & Social Care Partnerships progress in achieving these strategic aims. This is called the “Dynamic Support Register”. Locally, we have developed the “Coming Home Programme” which will oversee the development of services for those in scope.

A future funding model in the IJB between NHS Borders and Scottish Borders Council will require to be developed to support this going forward.

A funding gap needs to be filled to achieve these projects.

Equality Act 2010 – Relevant Protected Characteristics as identified in Stage 1 or during Stage 2 (include none identified at this stage)

Protected Characteristic	Equality Duty	What impact and or difference will the proposal have	Measures to evaluate/mitigating actions
Age	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	None identified at stage	
	Advancing equality of opportunity	Adults carers will be closer to their adult children and their ability to continue to have a relationship will be enhanced.	Evaluate the impact on family carers 1 year on.
	Fostering good relations by reducing prejudice and promoting understanding	None identified at stage	
Disability	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	People with a learning disability and complex needs will no longer be accommodated and supported in inappropriate out of area placements.	People currently accommodated outwith, or at risk of being accommodated outwith will return to/remain in Scottish Borders or and reported through the Dynamic Support register.
	Advancing equality of opportunity	People with a learning disability and complex needs will be appropriately supported in area of their choice.	Reporting on success through Dynamic Support Register.
	Fostering good relations by reducing prejudice and promoting understanding	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and sustainable neighbourly / community relationships.	Measured through individuals being actively engaged in their local communities and evidence of natural friendships and networks outside of support arrangements.

Gender Reassignment	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and sustainable neighbourly / community relationships.	Measured through individuals being actively engaged in their local communities and evidence of natural friendships and networks outside of support arrangements.
	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and sustainable neighbourly / community relationships.	Measured through individuals being actively engaged in their local communities and evidence of natural friendships and networks outside of support arrangements.
Marriage and Civil Partnership	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	None identified at stage	
	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	None identified at stage	
Pregnancy and Maternity	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	None identified at stage	

	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	None identified at stage	
Race	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	None identified at stage	
	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	None identified at stage	
Religion & Belief including non-belief	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and sustainable neighbourly / community relationships.	Measured through individuals being actively engaged in their local communities and evidence of natural friendships and networks outside of support arrangements.
	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and	Measured through individuals being actively engaged in their local communities

		sustainable neighbourly / community relationships.	and evidence of natural friendships and networks outside of support arrangements.
Gender (Sex)	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	None identified at stage	
	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	None identified at stage	
Sexual Orientation	Eliminating discrimination, harassment, victimisation, or any other prohibited conduct	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and sustainable neighbourly / community relationships.	Measured through individuals being actively engaged in their local communities and evidence of natural friendships and networks outside of support arrangements.
	Advancing equality of opportunity	None identified at stage	
	Fostering good relations by reducing prejudice and promoting understanding	The engagement of 'LivesThroughFriends' will enable conversations to take place in the local community as part of the new approach adopted to deliver positive and sustainable neighbourly / community relationships.	Measured through individuals being actively engaged in their local communities and evidence of natural friendships and networks outside of support arrangements.

Equality and Human Rights Measurement Framework Human– Reference those identified in Stage 1 (remove those that do not apply)

Article	Enhancing or Infringing	Impact and or difference will the proposal have	Measures to evaluate/mitigating actions
Education	Higher education and lifelong learning	People will be given the opportunity to learn new skills.	Support plans; participation in activities
Work	Employment Earnings	People will be given the opportunity to learn new skills, may gain access to volunteering opportunities and or supported employment where applicable.	Measure through support plans and local employment statistics.
Living Standards	Poverty Housing Social Care	Adult carers will have reduced travel costs. People will have security of tenure in housing in Scottish Borders.	Maintenance of tenancies
Health	Social Care Health outcomes Access to health care Mental health Palliative and end of life care*	Enhanced models of support will be developed to support these individuals. Close health monitoring between Learning Disability service and Primary Care will improve people’s health and wellbeing.	Number of people receiving health checks
Justice and Personal Security	Hate crime	Reduce potential incidence of hate crime due to fostering good relationships in neighbourhoods and local communities.	Number of incidences reported.

			Invite local safer communities team to participate in families and staff meetings.
Participation	Political and civic participation and representation Access to services Social and community cohesion* Family Life*	People will live closer to families and participate in family and community life	Measured by meaningful connections being made following transition to new support arrangements.

Fairer Scotland Duty

Identify changes to the strategic programme/proposal/decision to be made to reduce negative impacts on equality of outcome and or improving health inequalities	We need to further explore the Good Life planning process with 'Lives Through Friends' to embed into future planning and commissioning approaches.
Identify the opportunities the strategic programme/proposal/decision provides to reduce or further reduce inequalities of outcome and or improving health inequalities	We are currently unable to support this cohort of individuals to return to /continue to live successfully in Scottish Borders, close to family and able to participate in community life.

Are there any negative impacts with no identified mitigating actions? If yes, please detail these below: Not applicable

Equality, Human Rights & Fairer Scotland Duty Impact Assessment Recommendations

What recommendations were identified during the impact assessment process:

Recommendation	Recommendation owned by:	Date recommendation will be implemented by	Review Date
Embed further data collection into the Dynamic Support register	Susan Henderson (Planning and development Officer)	September 2023	September 2024
Meet with AVATAR	Susan Henderson (Planning and development Officer)	March 2024	March 2025
Collate and report on measurements	Susan Henderson (Planning and development Officer)	March 2024	March 2025
Set up families meetings	Susan Henderson (Planning and development Officer)	September 2023	April 2024

Monitoring Impact – Internal Verification of Outcomes

How will you monitor the impact this proposal affects different groups, including people with protected characteristics?

<p>Bi-monthly report to Coming Home Programme Board</p> <p>Update report to Integration Joint Board</p> <p>Scottish Borders Equality Outcomes and Mainstreaming Report</p>
--

Procured, Tendered or Commissioned Services (SSPSED)

Is any part of this policy/service to be carried out wholly or partly by contactors and if so, how will equality, human rights including children’s rights and the Fairer Scotland duties be addressed?

Not a route identified at this time

Communication Plan (SSPSED)

Please provide a summary of the communication plan which details how the information about this policy/service to young people, those with a visual or hearing sensory impairment, difficulty with reading or numbers, learning difficulties or English as a second language will be communicated.

Members and IJB briefing papers.

Easy read

Families meetings

Signed Off By

Name: Strategic Lead Simon Burt, General Manager Learning Disability and mental health

Date: 12-09-23

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Shared Lives</p>
<p>B. What is it?</p>	<p>Continuation of practice</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>The contract for Shared Lives is currently approaching start of year 5 on 1 March 2024. It has been extended for a further 2 years beyond this and scope continues to include people with or without a learning disability who would benefit from this type of support arrangement.</p>

	<p>Shared Lives offers people who require care and support the opportunity to live independently in the community and can be an alternative to living in a care home, housing with care or housing with support. The Shared Lives scheme matches people who need care and support with an approved carer. The carer shares their family and community life and gives care and support to the person with care needs. Some people live with their Shared Lives carer, while others are regular day-time visitors. Some people combine day-time visits with overnight stays. Shared Lives carers are self-employed individuals and are supported through the Shared Lives scheme locally.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Learning Disability Service</p> <p>Social Work & Practice</p>
<p>E. Lead Officer:</p> <p>(Name and job title)</p>	<p>Simon Burt, General Manager Mental Health and Learning Disability, Scottish Borders Health and Social Care Partnership (HSCP)</p>
<p>F. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	<p>Susan Henderson, Planning and Development Officer, Learning Disability Service;</p> <p>John Yallop, Principal Finance Officer, Finance - Chief Executives Department; Scottish Borders Council;</p> <p>Karen Law, Senior Contracts Officer – Social Care and Health Strategic Commissioning and Partnerships</p> <p>Gwyneth Lennox, Head of Adult Social Care; SBC Shared Lives Team – Cornerstone;</p>

G. Date(s) IIA completed:	Updated: 14 February 2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010? YES

Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	Yes – provides a suitable model of support for adults to ensure that they can be supported in their communities in a way that fosters inclusion and reduces discrimination.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	Yes – Provides appropriate support and enablement to allow greater opportunity for people.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	Yes – provides high quality support and promotes positive relationships with carers and people requiring support e.g. people with learning disability.

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping		X		Can support young people in transition to remain in family type placements for longer. The service was set up originally

				to support 7 young people remain in family-based support arrangements as adults. Supports carers by providing opportunities for respite/short breaks,
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.		X		Provides support for adults to live in family environments in local communities.
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	X			
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact	State here how you know this
--	--------	------------------------------

	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.		X		<p>People with disabilities and mental health needs are over represented in this group.</p> <p>Provides opportunities for individuals to become self-employed Shared Lives carers and earn money caring for someone in their own home.</p> <p>Scotland-state-of-sector-21-22-min.pdf (sharedlivesplus.org.uk)</p> <p>Shared Lives sector remains resilient amongst new opportunity for growth - The state of the UK sector 2022-2023 - Shared Lives Plus</p> <p>Buzzword busting: 'Intersectionality,' 'multiple disadvantages,' and Shared Lives. - Shared Lives Plus</p>
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace		X		As above

broken electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance		X		Enables people to be supported in local communities in rural as well as more populated areas where people are recruited as Shared Lives carers providing the care and support in family homes.
Socio-economic Background – social class i.e. parents’ education, employment and income	X			
Care experienced people		X		Can support young people in transition to remain in family type support arrangements for longer. The service was set up originally to support 7 young people remain in family-based support arrangements as adults. It continues to grow. Shared Lives outcomes and quality - Shared Lives Plus
Carers paid and unpaid including family members		X		Suitable placements will provide replacement care and respite to carers Shared Lives outcomes and quality - Shared Lives Plus
Homelessness		X		May present opportunities for people to prevent homelessness by them being matched with a shared Lives carer and being supported in someone’s home.
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law	

<ul style="list-style-type: none"> • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

YES

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

There is no change to current direction of travel and contract is in place for 2 years.

--

Signed by Lead Officer:	Simon Burt
Designation:	Learning Disability/ Mental Health Manager
Date:	14/02/24
Counter Signature Director:	
Date:	

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges – Health & Social Care</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase the charges of freezer hire from £1.40 to £1.60 (excl VAT), an increase of 14.57%.</p> <p>Increase the charges of microwave hire from £1.12 to £1.29 (excl VAT), an increase of 14.82%.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Social Work & Practice/Adult Social Care</p>

E. Lead Officer: (Name and job title)	Chris Myers Chief Officer Health & Social Care
F. Other Officers/Partners involved: (List names, job titles and organisations)	Hayley Megson HR Business Partner
G. Date(s) IIA completed:	16/2/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No <i>(please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p> <p>Yes</p>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The change will be the same for all so does not discriminate.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The change will be the same for all but will affect some groups more.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	N/A

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>		
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>		
	Impact	Please explain the potential impacts and how you

	No Impact	Positive Impact	Negative Impact	know this
Age Older or younger people or a specific age grouping			x	<p>This will increase the cost by £70.40 per year for a freezer and £62.05 for a microwave, assuming these are hired for a year. This will have a larger effect on elderly people who are more likely to use this service. Elderly people may also have less disposable income.</p> <p>The number of people hiring freezers and/or microwaves is small, however there could be a bigger impact where an individual hires both.</p>
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.			x	<p>This will increase the cost by £70.40 per year for a freezer and £62.05 for a microwave, assuming these are hired for a year. This will have a larger effect on disabled people who are more likely to use this service.</p> <p>The number of people hiring freezers and/or microwaves is small, however there could be a bigger impact where an individual hires both.</p>
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			

Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p>				

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / No *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	The increase will affect those with low/ no wealth more than others. There could be a bigger impact where an individual hires both a freezer and a microwave.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken			x	The increase will affect those who are materially deprived more than others.

electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	
Designation:	
Date:	
Counter Signature Director:	
Date:	

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges – Health & Social Care</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase the charges of Meals at Home from £3.50 per meal to £3.89 per meal (excl VAT), an increase of 11.14%.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Social Work & Practice/Adult Social Care</p>
<p>E. Lead Officer:</p>	<p>Chris Myers Chief Officer Health & Social Care</p>

(Name and job title)	
F. Other Officers/Partners involved: (List names, job titles and organisations)	John Yallop Senior Finance Officer Hayley Megson HR Business Partner
G. Date(s) IIA completed:	16/2/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No <i>(please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p> <p>Yes</p>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The change will be the same for all so does not discriminate.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The change will be the same for all but will affect some groups more.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	N/A

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>		
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>		
	Impact	Please explain the potential impacts and how you

	No Impact	Positive Impact	Negative Impact	know this
Age Older or younger people or a specific age grouping			x	This will increase the cost by £141.96 per year, assuming meals are ordered over 7 days. This will have a larger effect on elderly people who are more likely to use this service. Elderly people may also have less disposable income.
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.			x	This will increase the cost by £141.96 per year, assuming meals are ordered over 7 days. This will have a larger effect on disabled people who are more likely to use this service.
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			

Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / No (*please delete as applicable*)

If No go to Section 4				
If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:				
	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	The increase will affect those with low/ no wealth more than others.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	The increase will affect those who are materially deprived more than others.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			

Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

<p>Is the Armed Forces Covenant Duty applicable?</p> <p>No</p> <p>If "Yes", please complete below</p>	
<p>Covenant Duty</p>	<p>How this has been considered and any specific provision made:</p>
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

--	--

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	
Designation:	

Date:	
Counter Signature Director:	
Date:	

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>To reduce the council funded police Community Action Team back to its original complement of officers, so that it remains sustainable and offers continued value for money within a tight budget settlement.</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>In 2013 Police Scotland was established and the 8 legacy forces in Scotland ceased to exist. The Scottish Borders had been a division in the former Lothian and Borders Police and at that time had the full spectrum of resources based locally. The HQ was in Hawick.</p>

Under Police Scotland the Scottish Borders became part of a new division that included Mid, East and West Lothian. The resource allocation was adjusted to meet the wider divisional need resulting in a re balancing within the Borders.

It was recognised that resources the Scottish Borders assigned to community policing did not match those that had been present under the legacy structure. In 2018 the council began funding a sergeant and six constables, this increased to two sergeants and 12 constables in 2019. These officers are known as the Community Action Team.

The purpose of the increase was to give more uniformity in the number of officers that could be deployed at any given time. A tasking group of 12 elected members and council officers was established who meet monthly.

Activity has been aligned to the Local Policing Plan and council Community Plan. Tasks are identified through analysis and elected members contribute through matters they raise of concern to constituents. A monthly and quarterly performance reporting is prepared and circulated.

Adjustments in police numbers nationally, a challenging budget settlement and recognition that Police Scotland are responsible for law enforcement has resulted in a decision to adjust the CAT number down to a sergeant and six constables. In part the council does not want to artificially inflate police numbers when Police Scotland is re balancing divisional allocations. The council is also operating within a tight financial envelope.

The revised CAT will be based around a three year Service Level Agreement with a break point after years one and two.

Given the reduction of 50% there is inevitable going to be an adjustment in what can be achieved. Parking and antisocial behaviour associated with quality of life remain ongoing priorities.

There remains an opportunity to use analysis to task the CAT resources and for members to contribute to the process. Police Scotland already have officers on 24/7 response and community teams across the Borders. The CAT supplement these officers in being dedicated to community issues.

	<p>Policing will be maintained regardless of the existence of the CAT given the function is set out in legislation (<i>The Police & Fire Reform (Scotland) Act 2012</i>).</p> <p>What may receive less attention are parking and low-level quality of life issues.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Social Work</p> <p>Safer Communities & Homelessness</p>
<p>E. Lead Officer:</p> <p>(Name and job title)</p>	<p>Graham Jones</p> <p>Group Manager - Safer Communities & Homelessness</p>
<p>F. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	<p>Wendy Marsden - Partnership Analyst, SBC</p> <p>Stuart Fletcher – Chief Inspector, Police Scotland</p> <p>Julie Pirone – Elected Member, SBC</p>
<p>G. Date(s) IIA completed:</p>	<p>20/02/2024</p>

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes (please delete as applicable)

If yes, - please state here:

Local Policing Plan and council Community Plan.

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

The proposal does not alter the requirements on the delivery of policing locally under *The Police & Fire Reform (Scotland) Act 2012*.

Equality Duty

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

Reasoning:

The Chief Constable is responsible for the allocation of sufficient resources to a particular area. The CAT officers supplement the authorised establishment and are there to augment core resources. The police themselves have operational independence and allocate resources based upon demand, threat, risk and harm.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

Policing should be impartial so all sectors of the community should receive the same level of service.

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>All police officers should have a broad awareness of diversity matters. Given that policing is <i>by consent</i> every interaction should be of importance in maintaining community trust and cooperation. The core policing operation is 24/7, 365 days a year. Local areas can request assistance by specialist officers when additional resource is required.</p>

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	x			
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	x			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for</p>	x			

the purpose of reassigning the person's sex by changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			The reduction in CAT officers does not impact on individual wealth.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			The reduction in CAT officers does not impact on individual wealth.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			The reduction in CAT officers does not impact on individual wealth.
Socio-economic Background – social class i.e. parents' education, employment and income	x			The reduction in CAT officers does not impact on individual wealth.
Care experienced people	x			The reduction in CAT officers does not impact on individual wealth.
Carers paid and unpaid including family members	x			The reduction in CAT officers does not impact on individual wealth.
Homelessness	x			The reduction in CAT officers does not impact on individual wealth.
Addictions and substance use	x			The reduction in CAT officers does not impact on individual wealth.
Those involved within the criminal justice system	x			While the CAT officers should be focussed on task supported by elected Members which will invariably involve the detection or crimes and offences, this is core business links to the wider policing response.

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty

How this has been considered and any specific provision made:

The unique obligations of, and sacrifices made by, the armed forces;

The [MOD Statutory Guidance](#) gives the following examples:

- Danger
- Geographical Mobility
- Separation from Family
- Service Law
- Unfamiliarity with Civilian Life
- Hours of Work
- Stress

The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;	
The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

No, a full integrated impact assessment is not required, the CAT has been incrementally reduced in line with its original resource profile. Police Scotland are the law enforcement agency and the Chief constable has responsibility for adequate resourcing as set out in legislation. Performance is assessed against the Local Policing Plan bi-annually.

--

Signed by Lead Officer:	Graham Jones
Designation:	Group Manager – Safer Communities & Homelessness
Date:	20/2/2024
Counter Signature Director:	David Robertson – Chief Executive
Date:	

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Increase to fees for School Lets</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/></p> <p>The hourly rate charged by the Council for hiring of the use of a school building.</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>The fees for school lets need to be increased to ensure that :</p> <ul style="list-style-type: none"> • services remain viable; • providers in other sectors remain viable and are not disadvantaged by the Council's fee structure; • to cover the increase in costs to the overheads in school buildings (e.g. electricity, staffing etc)

D. Service Area: Department:	Education / Facilities
E. Lead Officer: (Name and job title)	Caroline Jackson Facilities Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	Live Borders Kirsty Maxwell, Finance Business Partner Business Support
G. Date(s) IIA completed:	21 st February 2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes
If yes, - please state here: This may impact some low income families and community clubs and groups.

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
<p>Do you believe your proposal has any relevance under the Equality Act 2010?</p> <p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p>	
Equality Duty	Reasoning:
<p>A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i></p>	<p>This increase may negatively affect parents from lower income families.</p>
<p>B. Promotion of equality of opportunity?</p> <p><i>(Will your proposal help or hinder the Council with this)</i></p>	<p>No</p>

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>No</p>
--	-----------

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>			X	<p>This increase may negatively affect all user groups who use school lets.</p>
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	X			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	X			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			X	This increase may negatively affect all user groups who use school lets.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			X	This increase may negatively affect all user groups who provide leisure and hobby opportunities.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents' education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

Yes

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	<p>No specific provision is appropriate.</p>

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	<p>N/A – no specific disadvantages for service people</p>
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	<p>N/A – no specific disadvantages for service people</p>

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	C Jackson & C Robertson
Designation:	Facilities Manager & Quality Improvement Manager
Date:	20.4.24
Counter Signature Director:	
Date:	23rd February 2024

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Inspire Academy</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/></p> <p>Projected Income for 2024 - 25</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Projected Income for 2024 – 25 for Inspire Academy LLP</p>

D. Service Area: Department:	Education
E. Lead Officer: (Name and job title)	Catherine Thomson Quality Improvement Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	Kirsty Maxwell, Finance
G. Date(s) IIA completed:	21 st February 2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

<p>Yes / No <i>(please delete as applicable)</i></p>
<p>If yes, - please state here: No</p>

Section 3 Legislative Requirements

<p>3.1 Relevance to the Equality Duty:</p>	
<p>Do you believe your proposal has any relevance under the Equality Act 2010?</p> <p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p>	
<p>Equality Duty</p>	<p>Reasoning:</p>
<p>A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i></p>	
<p>B. Promotion of equality of opportunity?</p> <p><i>(Will your proposal help or hinder the Council with this)</i></p>	

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping	X			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	X			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by	X			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)				
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	X			

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	X			
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	X			
Socio-economic Background – social class i.e. parents' education, employment and income	X			
Care experienced people	X			
Carers paid and unpaid including family members	X			
Homelessness	X			
Addictions and substance use	X			
Those involved within the criminal justice system	X			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

Yes

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	N/A

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	<p>N/A</p>
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	<p>N/A</p>

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	C Thomson
Designation:	Quality Improvement Manager
Date:	21.2.24
Counter Signature Director:	<i>Hesley M. M.</i>
Date:	23rd February 2024

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Increase to fees for non-funded childcare</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/></p> <p>The hourly rate charged by the Council for childcare (Childcare Fees) in some nurseries and in Knowepark Out of School Club</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Childcare fees need to be increased to ensure that :</p> <ul style="list-style-type: none"> • services remain viable;

	<ul style="list-style-type: none"> • providers in other sectors remain viable and are not disadvantaged by the Council's fee structure; • the current inequality where some families are able to benefit from Council subsidised childcare whilst others are not, is rectified.
D. Service Area: Department:	Education – Early Years
E. Lead Officer: (Name and job title)	Margot Black Early Years Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	Christian Robertson, Quality Improvement Officer Kirsty Maxwell, Finance Business Partner
G. Date(s) IIA completed:	15 th February 2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes
If yes, - please state here: This may impact some families if they want to top up their government funded places.

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
Do you believe your proposal has any relevance under the Equality Act 2010? <i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	This increase may negatively affect parents from lower income families.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	No – but mitigations such as promoting the use of Childcare Vouchers, HMRC Tax Free Childcare payments and help parents to pay for additional childcare by setting up payment plans and by

	putting them in touch with SBC's Welfare Benefits Adviser will support families.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	This will have a neutral effect.

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping			X	
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	X			

Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	X			
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			

Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p> <p>The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.</p>				
<p>Is the proposal strategic?</p> <p>Yes</p> <p>If No go to Section 4</p>				
<p>If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:</p>				
	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have			x	By increasing the charges parents on low income will be impacted. To counter this issue we promote the use of Childcare Vouchers, HMRC Tax Free Childcare

no savings to deal with any unexpected spends and no provision for the future.				<p>payments and help parents to pay for childcare by setting up payment plans and by putting them in touch with SBC's Welfare Benefits Adviser who can identify other benefits they may be entitled to.</p> <p>This increase will only affect parents who use hours in addition to the 1140 hours of free Early Learning and Childcare (ELC), or parents who use SBC school aged childcare in Selkirk</p>
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents' education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				

Those involved within the criminal justice system				
--	--	--	--	--

<p>3.4 Armed Forces Covenant Duty (<i>Education and Housing/ Homelessness proposals only</i>)</p>	
<p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.</p> <p>This relates to current and former armed forces personnel (regular or reserve) and their families.</p> <p>Is the Armed Forces Covenant Duty applicable?</p> <p>Yes</p> <p>If "Yes", please complete below</p>	
<p>Covenant Duty</p>	<p>How this has been considered and any specific provision made:</p>
<p>The unique obligations of, and sacrifices made by, the armed forces;</p>	<p>No specific provision is appropriate.</p>

<p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	<p>N/A – no specific disadvantages for service people</p>
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	<p>N/A – no specific disadvantages for service people</p>

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	C Robertson
Designation:	Quality Improvement Manager
Date:	20.4.24
Counter Signature Director:	<i>Hesley M. M.</i>

Date:

23rd February 2024

Stage 2 Evidence Gathering and Consultation

<p>A. Title of Proposal:</p>	<p>Increase to fee for non-funded childcare</p>
<p>B. Service Area:</p> <p>Department:</p>	<p>Education – Early Years</p>
<p>C. Lead Officer:</p> <p>(Name and job title)</p>	<p>Margot Black, Early Years Manager</p>
<p>D. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	<p>Christian Robertson, Quality Improvement Manager</p> <p>Kirsty Maxwell, Finance Business Partner</p>

E. Date(s) IIA completed:	15 th February 2024
----------------------------------	--------------------------------

Section 1 Data and Information

A. What evidence has been used to inform this proposal?

(Information can include, for example, surveys, databases, focus groups, in-depth interviews, pilot projects, reviews of complaints made, user feedback, academic publications and consultants' reports).

We have used information received via surveys to establish current rates charged by other childcare providers in Scottish Borders. We also worked closely with some of the private and voluntary sector Early Learning and Childcare (ELC) Providers on the Councils Framework to establish a sustainable rate for SBC to pay for Funded ELC provision. This rate is currently £7.17 for 2 year olds and £6.83 for 3 and 4 year olds. Over the last 3 years, the Council has started to increase what it charges to the be the same as the rate it pays.

The Council is still subsidising childcare and this means there is a risk in losing both the Council provision and provision in the private and voluntary sector when parents choose the Council services as a cheaper option risk losing provision.

B. Describe any gaps in the available evidence,-then record this within the improvement plan together with all of the actions you are taking in relation to this (e.g. new research, further analysis, and when this is planned)

A parental survey is currently live seeking views on all aspects of ELC. It is unlikely that parents would support rate increase but not increasing the rate may result in a loss of provision. Delaying the increase until after the Easter break means that parents who use SBC childcare provision during the holidays, will not be affected immediately and have advance warning of the increase for the summer.

Section 2 Consultation and Involvement

A. Which groups are involved in this process and describe their involvement

Please state your answer here

B. Describe any planned involvement saying when this will take place and who is responsible for managing the process

Please state your answer here

C. Describe the results of any involvement and how you have taken this into account.

Please state your answer here

D. Describe any events held and views obtained (if applicable). Add or remove as needed.

Event 1

Date	Venue	Number of People in attendance	Protected Characteristics Represented

Views Expressed

Officer Response

Stage 3 Summary and Next Steps

Section 1 Summary

Summarise what you have learned then develop this further.

(Describe the conclusion(s) you have reached from the evidence, and state where the information can be found.)

Please consider the following:

What have you learned from the evidence you have and the involvement undertaken? Does the initial assessment remain valid?

What new (if any) impacts have become evident?

Is the proposal not to proceed because of a disproportionate impact on equality or Fairer Scotland characteristics?


SBC are subsidising childcare for parents who have access to it and this can potentially put the sustainability of other services in the Borders at risk. The availability of SBC wraparound has meant that some parents have been able to access subsidised childcare where other parents have not had this ability. An annual increase in fees charged to move towards full cost recovery is required.

A. Please indicate if the proposal will proceed

- Yes, please see below section 3 for next steps
 No, the proposal will not proceed based on disproportionate impact on equality or Fairer Scotland characteristics

Section 2 Sign Off

Signed by Lead Officer:	C Robertson
--------------------------------	-------------

Designation:	Quality Improvement Manager
Date:	
Counter Signature Director:	
Date:	23 rd February 2024

Section 3 Monitoring and Review (complete if relevant, remove if not)

B. State how the implementation and impact of the proposal will be monitored, including implementation of any amendments? For example what type of monitoring will there be? How frequent?

NA

C. What are the practical arrangements for monitoring? For example who will put this in place? When will it start?

Please state your answer here

D. When is the proposal due for review?

Please state your answer here

E. Who is responsible for ensuring that this happens?

Please state your answer here

F. Please indicate if you have developed an Action Plan to take forward any remaining actions

- Yes, please see attached on final page
- No, no further actions required

Section 4 Action Plan (complete if relevant, remove if not)

Action Owner Name:	Action Date:
What is the issue?	
What action will be taken?	
Progress against the action:	
Action completed:	Date completed:

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Increase to fees for Primary School Meals</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/></p> <p>The cost of a school meal for P6 and P7 pupils will increase by 10% from £2.40 to £2.64</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>The cost of School meals need to be temporarily increased until Scottish government policy comes into effect for free school meals for all primary aged pupils. This increase is to cover increase costs in:</p> <ul style="list-style-type: none"> • Food items/ingredients • Electricity • Staffing

D. Service Area: Department:	Education, Catering & Facilities
E. Lead Officer: (Name and job title)	Caroline Jackson, Debbie Hosie, John Gray Cleaning & Facilities
F. Other Officers/Partners involved: (List names, job titles and organisations)	Catering Dept Business Support Kirsty Maxwell, Finance Business Partner
G. Date(s) IIA completed:	21 st February 2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes
If yes, - please state here: This may impact all families who are not already claiming free school meals.

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
Do you believe your proposal has any relevance under the Equality Act 2010?	
<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	This temporary increase may negatively affect families who are not currently in receipt of free school meals.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	No

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>No</p>
--	-----------

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>			<p>X</p>	
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	<p>X</p>			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	<p>X</p>			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	X			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	X			
Sex women and men (girls and boys)	X			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			X	This temporary increase may negatively affect families who are not currently in receipt of free school meals.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents’ education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

Yes

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	<p>No specific provision is appropriate.</p>

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	<p>N/A – no specific disadvantages for service people</p>
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	<p>N/A – no specific disadvantages for service people</p>

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	Debbie Hosie & Carolyn Robertson
Designation:	Catering Manager & Quality Improvement Manager
Date:	20.4.24
Counter Signature Director:	<i>Hesley M. O.</i>
Date:	23rd February 2024

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Amendment to Fees and Charges - Registrars</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Additional income from higher Fees & Charges which are related to planned NRS increases. Possible reductions in demand due to higher prices have been factored into assumptions.</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Resilient Communities – Customer Advice and Support Service</p>

E. Lead Officer: (Name and job title)	Gillian Young
F. Other Officers/Partners involved: (List names, job titles and organisations)	Katrina Wilkinson, Delivery Manager – Revenues & Benefits Carol Anderson, Delivery Manager – Customer Care Hayley Megson, HR Business Partner
G. Date(s) IIA completed:	19/2/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No <i>(please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

yes

Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	Increases are proposed across all services and include mandatory increases applied by National Records of Scotland. Anyone who has difficulty in making payment can speak to the Council’s Financial Support & Inclusion team.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	As above
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	As above

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)		
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.		
	Impact	Please explain the potential impacts and how you

	No Impact	Positive Impact	Negative Impact	know this
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership			x	Civil and Marriage fee increases may affect affordability however this impacts all affected groups and the services are not compulsory.
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy	x			

travellers, refugees, migrants and asylum seekers)				
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.			x	Civil and Marriage fee increases may affect affordability however this impacts all affected groups and the services are not compulsory. Percentage fee increase to religious ceremonies is higher than others, however this increase is set by NRS.
Sex women and men (girls and boys)		x		
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual			x	Civil and Marriage fee increases may affect affordability however this impacts all affected groups and the services are not compulsory.
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p> <p>The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.</p>				
<p>Is the proposal strategic?</p> <p>Yes (<i>please delete as applicable</i>)</p> <p>If No go to Section 4</p>				

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	Civil and Marriage fee increases may affect affordability however this impacts all affected groups and the services are not compulsory.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	Civil and Marriage fee increases may affect affordability however this impacts all affected groups and the services are not compulsory.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income			x	
Care experienced people	x			
Carers paid and unpaid including family members	x			

Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered "No" to all of Sections 3.1 – 3.3.

No (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The effects occurs if the choice is made to use the service which is not mandatory. The service can booked significantly in advance. The impact can either be avoided or mitigated over a prolonged period due to planning.

--

Signed by Lead Officer:	Gillian Young
Designation:	Customer Advice & Support Manager
Date:	19th February 2024
	Jenni Craig

Counter Signature Director:	
Date:	

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Council Tax Second Home Policy</p>
<p>B. What is it?</p>	<p>A revised Policy</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>As a result of changes to legislation. Local Authorities have the discretion to increase the Council Tax charged on Second Homes with the option to vary the charge to a maximum of 200%.</p> <p>Recommendations have been prepared to introduce this in the Scottish Borders to come into effect from 1 April 2024.</p>

	This proposal has the aim of bringing more properties back into permanent use as a sole or main residence and should contribute to more vibrant communities.
D. Service Area: Department:	Resilient Communities Customer Advice & Support
E. Lead Officer: (Name and job title)	Katrina Wilkinson, Revenues & Benefits Service Delivery Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	Clare Pettie, Development Officer
G. Date(s) IIA completed:	08/01/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes / No <i>(please delete as applicable)</i>
If yes, - please state here: No

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
Do you believe your proposal has any relevance under the Equality Act 2010?	
No	
<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	

<p>B. Promotion of equality of opportunity?</p> <p><i>(Will your proposal help or hinder the Council with this)</i></p>	
<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	✓			
<p>Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring</p>	✓			

Gender Reassignment/ Gender Identity anybody whose gender identity or gender expression is different to the sex assigned to them at birth	✓			
Marriage or Civil Partnership people who are married or in a civil partnership	✓			
Pregnancy and Maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	✓			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			
Religion or Belief: different beliefs, customs (including atheists and those with no aligned belief)	✓			
Sex women and men (girls and boys)	✓			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	✓			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic? Yes

Yes / No *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			✓	As this policy will impact people with second homes, I would not expect this category of people to be impacted. However it is worth noting that the increase in charges at short notice could result in financial difficulties for second home owner.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			✓	Increasing the cost of Council Tax on second homes will increase outgoings which <i>could</i> result in owners not being able to afford material goods/services
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport)	✓			It doesn't matter where you live, this change will affect everyone with a second home in the same way
Socio-economic Background – social class i.e. parents' education, employment and income	✓			It doesn't matter what your socio-economic background is, this change will affect everyone with a second home in the same way
Looked after and accommodated children and young people	✓			Second homes will not affect looked after/accommodated children
Carers paid and unpaid including family members	✓			Second homes will not directly affect carers
Homelessness	✓			Second homes will not affect homelessness
Addictions and substance use	✓			Second homes will not directly affect people with addictions/substance use
Those involved within the criminal justice system	✓			Second homes will directly not affect those involved with criminal justice system

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
The unique obligations of, and sacrifices made by, the armed forces;	
The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;	

The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.	
---	--

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.


Yes *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	Katrina Wilkinson

Designation:	Revenues and Benefits Service Delivery Manager
Date:	
Counter Signature Director:	 Jenni Craig
Date:	12.1.2024

Stage 2 Evidence Gathering and Consultation

<p>A. Title of Proposal:</p>	<p>Council Tax Second Home Policy</p>
<p>B. Service Area: Department:</p>	<p>Resilient Communities Customer Advice & Support</p>
<p>C. Lead Officer: (Name and job title)</p>	<p>Katrina Wilkinson, Revenues & Benefits Service Delivery Manager</p>
<p>D. Other Officers/Partners involved: (List names, job titles and organisations)</p>	<p>Clare Pettie, Development Officer</p>
<p>E. Date(s) IIA completed:</p>	<p>10/01/2024</p>

Section 1 Data and Information

A. What evidence has been used to inform this proposal?

(Information can include, for example, surveys, databases, focus groups, in-depth interviews, pilot projects, reviews of complaints made, user feedback, academic publications and consultants' reports).

Legislation change
CMT consultation
Policies introduced by other Scottish Local Authorities

B. Describe any gaps in the available evidence, then record this within the improvement plan together with all of the actions you are taking in relation to this (e.g. new research, further analysis, and when this is planned)

This is new legislation and an opportunity for Local Authorities to implement a policy to increase income and/or increase housing available in Borders.

Section 2 Consultation and Involvement

A. Which groups are involved in this process and describe their involvement

Revenues & Benefits Delivery Manager – prepare new policy, prepare papers for members, implement & enforce procedures as a result of the change, communicating the change to those affected

Development Officer – analyse current empty homes and impact new policy would have, prepare new policy, prepare paper for members, CMT consultation, assist implementation of procedures, update website/CASS directory

Finance – responsible for managing the income generated from this policy change

Empty Homes Officer – impact this change will have on the Local Housing Strategy

CMT – agree policy and content of report for members

Communications – preparing a press release

APWG – approve policy recommendation

Council – approve policy recommendation

--

B. Describe any planned involvement saying when this will take place and who is responsible for managing the process

Katrina Wilkinson & Clare Pettie are responsible for managing the policy implementation effective from 1 April 2024. CMT consultation has taken place and there was no significant feedback, CMT will discuss the content 10 January (today) Press Release following Council on 25 January 2024

C. Describe the results of any involvement and how you have taken this into account.

All feedback has been considered and incorporated in to the report as required.

D. Describe any events held and views obtained (if applicable). Add or remove as needed.

Event 1

Date	Venue	Number of People in attendance	Protected Characteristics Represented

Views Expressed	Officer Response

Stage 3 Summary and Next Steps

Section 1 Summary

Summarise what you have learned then develop this further.

(Describe the conclusion(s) you have reached from the evidence, and state where the information can be found.)

Please consider the following:

What have you learned from the evidence you have and the involvement undertaken? Does the initial assessment remain valid?

What new (if any) impacts have become evident?

Is the proposal not to proceed because of a disproportionate impact on equality or Fairer Scotland characteristics?

No new impacts have become evident as a result of completing this IIA and I believe the initial assessment remains valid. I don't believe there is a disproportionate impact on equality or fairer Scotland characteristics by introducing this policy change.

CASS currently have a procedure in place for handling enquiries relating to cost of living/difficulty making payments, and will follow this when handling and calls that arise as a result of this policy change.

G. Please indicate if the proposal will proceed

- Yes, please see below section 3 for next steps
 No, the proposal will not proceed based on disproportionate impact on equality or Fairer Scotland characteristics

Section 2 Sign Off

Signed by Lead Officer:

Designation:	Revenues & Benefits Delivery Manager
Date:	
Counter Signature Director:	Jenni Craig
Date:	12.1.2024

Section 3 Monitoring and Review (complete if relevant, remove if not)

H. State how the implementation and impact of the proposal will be monitored, including implementation of any amendments? For example what type of monitoring will there be? How frequent?

Please state your answer here

I. What are the practical arrangements for monitoring? For example who will put this in place? When will it start?

Please state your answer here

J. When is the proposal due for review?

Please state your answer here

--

K. Who is responsible for ensuring that this happens?

Please state your answer here

L. Please indicate if you have developed an Action Plan to take forward any remaining actions

- Yes, please see attached on final page
- No, no further actions required

Section 4 Action Plan (complete if relevant, remove if not)

Action Owner Name:	Action Date:
What is the issue?	

What action will be taken?

Progress against the action:

Action completed:

Date completed:

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase in Recovery charges for Animal Licensing of ranging from 9.84 to 10.30 percent</p>

<p>D. Service Area:</p> <p>Department:</p>	<p>Corporate Governance</p>
<p>E. Lead Officer:</p> <p>(Name and job title)</p>	<p>Nuala McKinlay</p> <p>Director Corporate Governance</p>
<p>F. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	
<p>G. Date(s) IIA completed:</p>	<p>21 / 2 /24</p>

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The change will be the same for all so does not discriminate.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The change will be the same for all so has no impact on equality of opportunity

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The change will be the same for all so has no impact on fostering good relationships.</p>
--	--

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	x			
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	x			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These are business charges and therefore not applicable to this category

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These are business charges and therefore not applicable to this category
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/ NO *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not effect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

--

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase in Recovery charges for Charges related to Immigration property inspections. The increases range from 9.52 to 11.11 percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The change is for a service only provided to those seeking immigration. While it is not discriminatory as the requirement is statutory it will impact on the protected characteristic of race.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The change is for a service only provided to those seeking immigration. While it is not discriminatory as the requirement is statutory it will impact on the protected characteristic of race.

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The change is for a service only provided to those seeking immigration. While it is not discriminatory as the requirement is statutory it will impact on the protected characteristic of race.</p>
--	---

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)			x	The Service charge only applies to those seeking immigration so the increase in charge will have a negative impact on this protected characteristic,
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges only apply to those going through “normal” immigration processes (as opposed to refugees). People in the effected group are unlikely to be in this category.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges only apply to those going through “normal” immigration processes (as opposed to refugees). People in the effected group are unlikely to be in this category.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents’ education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase in Pest eradication services charges ranging from 9.26 to 10.71 per cent increase</p> <p>Increase in Stray Dog Reclaiming fees of 5%</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The change will be the same for all so does not discriminate.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The change will be the same for all so has no impact on equality of opportunity

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The change will be the same for all so has no impact on fostering good relationships.</p>
--	--

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	x			
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	x			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	The increase will affect those with low/ no wealth more than others

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	The increase will affect those experiencing material deprivation more than others
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents' education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase in Recovery charges for Charges related to private Water Supplies. The increases range from 9.52 to 31.43 percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The charges are the same for everyone and are therefore not discriminatory

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The charges are the same for everyone and are therefore not discriminatory

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The charges are the same for everyone and are therefore not discriminatory</p>
--	---

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	x			
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	x			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	These charges would impact more on any service user within this category.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	These charges would impact more on any service user within this category..
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance			x	Private water supplies are more common in rural areas and therefore the charges may impact on this category.
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>Increase in Recovery charges for Public Health Funerals of 10.21 per cent.</p>
<p>D. Service Area:</p>	<p>Corporate Governance</p>

Department:	
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

<i>/ No (please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The change will be the same for all so does not discriminate.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The change will be the same for all so has no impact on equality of opportunity
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	The change will be the same for all so has no impact on fostering good relationships.

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No	Positive Impact	Negative Impact	

	Impact			
Age Older or younger people or a specific age grouping	x			The fee is charged against the deceased estate and therefore does not impact on this category
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			The fee is charged against the deceased estate and therefore does not impact on this category
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These are business charges and therefore not applicable to this category
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These are business charges and therefore not applicable to this category
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			

Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/ NO (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not effect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay

Date:

21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase in Recovery charges for Charges related to Weights and Measures. The increases range from 9.3 to 11.43 percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The charges are the same for everyone and are therefore not discriminatory

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The charges are the same for everyone and are therefore not discriminatory

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The charges are the same for everyone and are therefore not discriminatory</p>
--	---

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges apply to businesses and this category is unlikely to be relevant

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges apply to businesses and this category is unlikely to be relevant
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not affect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase in Recovery charges for Charges related to Civic Government Licenses (Licenses Other). The increases range from 9.46 to 10.27percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The charges are the same for everyone and are therefore not discriminatory

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The charges are the same for everyone and are therefore not discriminatory

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The charges are the same for everyone and are therefore not discriminatory</p>
--	---

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges relate to the carrying out of businesses and therefore this category is unlikely to be relevant

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges relate to the carrying out of businesses and therefore this category is unlikely to be relevant
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not affect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>Increase in Recovery charges for Charges related to a variety of Commercial Entertainment Licenses</p>
<p>D. Service Area:</p>	<p>Corporate Governance</p>

Department:	
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

<i>/ No (please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The charges are the same for everyone and are therefore not discriminatory
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The charges are the same for everyone and are therefore not discriminatory
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	The charges are the same for everyone and are therefore not discriminatory

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No	Positive Impact	Negative Impact	

	Impact			
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges apply to businesses and this category is unlikely to be relevant
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges apply to businesses and this category is unlikely to be relevant
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			

Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered "No" to all of Sections 3.1 – 3.3.

/No (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not affect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
	21/2/24

Date:	
--------------	--

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>Increase in charges relating to non commercial entertainment licenses. Increases ranging from 10.11 to 10.77 percent</p>
<p>D. Service Area:</p> <p>Department:</p>	<p>Corporate Governance</p>

E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The change will be the same for all so does not discriminate.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The change will be the same for all so has no impact on equality of opportunity
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	The change will be the same for all so has no impact on fostering good relationships.

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No	Positive Impact	Negative Impact	

	Impact			
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.			x	While this charge will predominantly be met by groups rather than individuals, the increases might affect those with low/ no wealth more than others
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	While this charge will predominantly be met by groups rather than individuals, the increases might affect those with low/ no wealth more than others
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents' education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				

Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered "No" to all of Sections 3.1 – 3.3.

Yes / (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
	21/2/24

Date:	
--------------	--

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>Increase in Recovery charges for Charges related to Short Term Let Licensing, increases range from 10.0 to 11.11 percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The charges are the same for everyone and are therefore not discriminatory

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The charges are the same for everyone and are therefore not discriminatory

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The charges are the same for everyone and are therefore not discriminatory</p>
--	---

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	x			
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	x			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges relate to the carrying out of businesses and therefore this category is unlikely to be relevant

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges relate to the carrying out of businesses and therefore this category is unlikely to be relevant
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not affect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>Increase in Recovery charges for Charges related to Taxi Licenses. The increases range from 4.9 to 11.11 percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The charges are the same for everyone and are therefore not discriminatory

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The charges are the same for everyone and are therefore not discriminatory

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The charges are the same for everyone and are therefore not discriminatory</p>
--	---

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges relate to employment or businesses and therefore this category is unlikely to be relevant

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges relate to employment or businesses and therefore this category is unlikely to be relevant
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/No *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not affect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input checked="" type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>Increase in charges relating to Street Naming Services in the amount of 10.06 percent</p>
<p>D. Service Area:</p>	<p>Corporate Governance</p>

Department:	
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

<i>/ No (please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
Do you believe your proposal has any relevance under the Equality Act 2010?

<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The charges are the same for everyone and are therefore not discriminatory
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The charges are the same for everyone and are therefore not discriminatory
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	The charges are the same for everyone and are therefore not discriminatory

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No	Positive Impact	Negative Impact	

	Impact			
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			

Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			These charges relate to the carrying out of businesses and therefore this category is unlikely to be relevant
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			These charges relate to the carrying out of businesses and therefore this category is unlikely to be relevant
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents' education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			

Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

/No (please delete as applicable)

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The increase in charges does not affect any protected group in particular. Nor does it negatively impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
	21/2/24

Date:	
--------------	--

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges Income</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice <input type="checkbox"/>x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>Increase charges relating to property enquiry Certificates in the amount of 9.78 per cent increase</p> <p>Increase In Charges relating to property numbering in the amount of 10.34 percent</p> <p>Increase in charges relating to Property renaming in the amount of 10.34 percent</p>

D. Service Area: Department:	Corporate Governance
E. Lead Officer: (Name and job title)	Nuala McKinlay Director Corporate Governance
F. Other Officers/Partners involved: (List names, job titles and organisations)	
G. Date(s) IIA completed:	21 / 2 /24

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

/ No (please delete as applicable)

If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010?

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty

Reasoning:

A. Elimination of discrimination (both direct & indirect), victimisation and harassment. *(Will the proposal discriminate? Or help eliminate discrimination?)*

The change will be the same for all so does not discriminate.

B. Promotion of equality of opportunity?

(Will your proposal help or hinder the Council with this)

The change will be the same for all so has no impact on equality of opportunity

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>The change will be the same for all so has no impact on fostering good relationships.</p>
--	--

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>	x			
<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>	x			
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by</p>	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes / *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.	x			Given the nature of the services the increases are unlikely to impact on this category.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	x			Given the nature of the services the increases are unlikely to impact on this category
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents’ education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

/ No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work• Stress	

<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

*Select No if you have answered “No” to all of Sections 3.1 – 3.3./ **No**(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The change does not impact on a protected group and is unlikely to impact on the Fairer Scotland Duty.

Signed by Lead Officer:	Nuala McKinlay
Designation:	Director Corporate Governance
Date:	21/2/24
Counter Signature Director:	Nuala McKinlay
Date:	21/2/24

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Review of the service - Valuation Roll (non-domestic rates), Council Tax Valuations and Electoral Registration</p>
<p>B. What is it?</p>	<p>A new Project</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>The required saving was identified as part of the Fit For 2024 Programme prior to the implementation of the Barclay Review of non-domestic rates and the Elections Act 2022.</p> <p>The aim is to conduct a service review to ensure all three statutory services are sustainable and can continue to deliver these statutory requirements whilst facing increased and unprecedented legislative burdens on staffing resource.</p>

	<p>The savings may have an FTE impact on existing staffing resource.</p> <p>This will be undertaken in line with the following principles:</p> <ul style="list-style-type: none"> • Development of an interim structure to assess and evaluate its effectiveness to deliver statutory responsibilities. • Continue to look at digital efficiencies • Assess all statutory processes and review the delivery of those not set by statutory deadlines such as the valuation and banding of properties to the Council Tax Valuation List.
<p>D. Service Area:</p> <p>Department:</p>	<p>Finance & Corporate Governance</p> <p>Assessor and Electoral Registration Officer</p>
<p>E. Lead Officer:</p> <p>(Name and job title)</p>	<p>Brian Rout, ASSESSOR and ELECTORAL REGISTRATION OFFICER</p> <p>and</p> <p>Suzy Douglas/Nuala McKinlay, Directors – Finance & Corporate Governance</p>
<p>F. Other Officers/Partners involved:</p> <p>(List names, job titles and organisations)</p>	<p>Transformation support/HR/Finance - SBC</p>

G. Date(s) IIA completed:	Reviewed Feb 2024
---------------------------	-------------------

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes
<p>If yes, - please state here: The Valuation Roll and Council Tax List form the basis of local taxation income to the Council. Any impact on the delay in updating both statutory documents will impact the Council and taxpayers/ratepayers.</p> <p>The decline in accuracy and completeness of Register of Electors will impact election events.</p>

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:
<p>Do you believe your proposal has any relevance under the Equality Act 2010?</p> <p><i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p> <p>Yes</p>

Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The change will be the same for all so does not discriminate.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The change will be the same for all but will affect some groups more.
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	N/A

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping			x	Less engagement with hard-to-reach electors which can be older residents or potential young electors (14 to 16 years of age).

Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	X			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.	x			
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)			x	Less engagement with hard-to-reach potential electors
Religion or Belief: different religious or philosophical beliefs, customs (including	x			

atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.				
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p> <p>The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.</p>				
<p>Is the proposal strategic?</p> <p>No <i>(please delete as applicable)</i></p> <p>If No go to Section 4</p>				
<p>If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:</p>				
	Impact		State here how you know this	

	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.				
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance				
Socio-economic Background – social class i.e. parents' education, employment and income				
Care experienced people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				

Those involved within the criminal justice system				
--	--	--	--	--

<p>3.4 Armed Forces Covenant Duty (<i>Education and Housing/ Homelessness proposals only</i>)</p>	
<p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.</p> <p>This relates to current and former armed forces personnel (regular or reserve) and their families.</p> <p>Is the Armed Forces Covenant Duty applicable?</p> <p>No</p> <p>If "Yes", please complete below</p>	
<p>Covenant Duty</p>	<p>How this has been considered and any specific provision made:</p>
<p>The unique obligations of, and sacrifices made by, the armed forces;</p>	

<p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none"> • Danger • Geographical Mobility • Separation from Family • Service Law • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

The risk implications associated with the subject matter are 'business as normal' risks and the Electoral Registration Officer will strive to continue to ensure engagement with residents so no one is left behind in terms of the democratic process.

--

Signed by Lead Officer:	Brian Rout
Designation:	Assessor & Electoral Registration Officer
Date:	Reviewed Feb 2024
Counter Signature Director:	
Date:	

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Additional Fees & Charges – Bordercare Alarms</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project <input type="checkbox"/></p> <p>A revised Policy/Strategy/Practice x</p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate)</p>	<p>The proposal is to increase the weekly charge of the Bordercare Alarm, in line with inflation, from £5.19 per week to £5.45 per week (excl VAT), an increase of 5%.</p> <p>The personal alarm service offers peace of mind and reassurance if a client has an accident, fall or illness. Help is available at the touch of a button.</p> <p>(1) Alarms are connected to a standard telephone landline and are monitored 24 hours a day.</p>

	(2) In the event where help is required, the Council will contact family, friends or the emergency services or even just provide reassurance.
D. Service Area: Department:	Strategic Commissioning & Partnerships
E. Lead Officer: (Name and job title)	Jen Holland, Director – Strategic Commissioning & Partnerships
F. Other Officers/Partners involved: (List names, job titles and organisations)	Mark Williamson HR Business Partner
G. Date(s) IIA completed:	16/2/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

No <i>(please delete as applicable)</i>
If yes, - please state here:

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
Do you believe your proposal has any relevance under the Equality Act 2010?	
<i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i>	
Yes	
Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	The change in the weekly charge of the Border Care alarm system will be the same for all.
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	The change in the weekly charge of the Border Care alarm system will be the same for all.

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	N/A

<p>3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)</p>				
<p>Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.</p>				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>Age Older or younger people or a specific age grouping</p>			x	<p>By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service.</p> <p>This will have a larger effect on elderly people who are more likely to use the alarm system.</p> <p>Elderly people may also have less disposable income.</p> <p>The increase is a small one and below the rate of inflation.</p>

<p>Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.</p>			x	<p>By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service.</p> <p>This will have a larger effect on disabled people who are more likely to use the alarm system.</p> <p>people may also have less disposable income given statistically unemployment rates are higher for people with a disability.</p> <p>The increase is a small one and below the rate of inflation.</p>
<p>Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.</p>	x			<p>By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service.</p> <p>This will have no different impact on clients who have had a gender reassignment or have a trans/transgender identity.</p>
<p>Marriage or Civil Partnership people who are married or in a civil partnership</p>	x			<p>By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service.</p> <p>This will have no different impact on clients who are married or who are in a civil partnership.</p>
<p>Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work</p>	x			<p>By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service.</p>

context, protection against maternity discrimination is for 26 weeks after giving birth),				This will have no different impact on clients who are pregnant or on maternity leave.
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service. This will have no different impact on clients within different racial groups.
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service. This will have no different impact on clients of different religions or beliefs.
Sex women and men (girls and boys)	x			By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service. This will have no different impact on clients on the basis of their sex.
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual				By changing the cost of the Border Care Alarm system, will have an impact on costs to people using the service.

				This will have no different impact on clients with different sexual orientation.
<p>3.3 Fairer Scotland Duty</p> <p>This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.</p> <p>The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.</p>				
<p>Is the proposal strategic?</p> <p>Yes / No (<i>please delete as applicable</i>)</p> <p>If No go to Section 4</p>				
<p>If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:</p>				
	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have			x	The increase will affect those with low/ no wealth more than others.

no savings to deal with any unexpected spends and no provision for the future.				Against that the increase is a small one and below the rate of inflation.
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			x	The increase will affect those who are materially deprived more than others. Against that the increase is a small one and below the rate of inflation.
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance	x			
Socio-economic Background – social class i.e. parents’ education, employment and income	x			
Care experienced people	x			
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law• Unfamiliarity with Civilian Life• Hours of Work	

<ul style="list-style-type: none"> • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	
Designation:	Jen Holland
Date:	Director – Strategic Commissioning & Partnerships
Counter Signature Director:	16/02/2024
Date:	Jen Holland

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Developing Enterprise Infrastructure – Land at Duns Industrial Estate</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice/Project x A revised Policy/Strategy/Practice <input type="checkbox"/></p>
<p>C. Description of the proposal:</p> <p>(Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate))</p>	<p>The Developing Enterprise Infrastructure – Land at Duns Industrial Estate project makes more land available to enable businesses to build their own premises, grow and create jobs.</p>
<p>D. Service Area:</p>	<p>Estates</p>

Department:	Environment & Infrastructure
E. Lead Officer: (Name and job title)	Jo Stewart Estates Strategy Manager
F. Other Officers/Partners involved: (List names, job titles and organisations)	Katie Greenwood Business Development Officer Hayley Megson HP BP Economic Development SOSE
G. Date(s) IIA completed:	21/2/2024

Section 2 Will there be any impacts as a result of the relationship between this proposal and other policies?

Yes *(please delete as applicable)*

If yes, - please state here:

Satisfies the requirements of [Regional Economic Strategy - South of Scotland Regional Economic Partnership](#)

Section 3 Legislative Requirements

3.1 Relevance to the Equality Duty:

Do you believe your proposal has any relevance under the Equality Act 2010? Yes

(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)

Equality Duty	Reasoning:
A. Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	No
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	Yes, help to promote equality by creating investment and potential job opportunities.

<p>C. Foster good relations?</p> <p><i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i></p>	<p>Yes, help to promote good relations by creating investment and potential job opportunities.</p>
--	--

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
Age Older or younger people or a specific age grouping	x			
Disability A physical or mental impairment that has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities. This may be visible or invisible, progressive or recurring.	x			
Gender Reassignment anybody who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by	x			

changing physiological or other attributes of sex.				
Marriage or Civil Partnership people who are married or in a civil partnership	x			
Pregnancy and Maternity (refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x			
Race: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
Religion or Belief: different religious or philosophical beliefs, customs (including atheists and those with no aligned belief) e.g. Christianity, Islam, Hindu, pacifism, vegetarianism, gender critical.	x			
Sex women and men (girls and boys)	x			
Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			

3.3 Fairer Scotland Duty

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions.

The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.

Is the proposal strategic?

Yes *(please delete as applicable)*

If No go to Section 4

If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:

	Impact			State here how you know this
	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.		x		project will create 2.3 acres of usable levelled business land. It is anticipated this will draw investment and potential employers to the site, creating jobs for the local area.

Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies		x		<p>project will create 2.3 acres of usable levelled business land.</p> <p>It is anticipated this will draw investment and potential employers to the site, creating jobs for the local area.</p>
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport), see rural proofing guidance		x		The project will create 2.3 acres of usable business land. It is anticipated this will draw investment, create jobs and income to the local area.
Socio-economic Background – social class i.e. parents' education, employment and income		x		Creating more potential for employment opportunities ranging from low skilled to high skilled jobs.
Care experienced people		x		Creating more potential for employment opportunities ranging from low skilled to high skilled jobs.
Carers paid and unpaid including family members	x			
Homelessness	x			
Addictions and substance use	x			
Those involved within the criminal justice system	x			

3.4 Armed Forces Covenant Duty (*Education and Housing/ Homelessness proposals only*)

This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to the three matters listed below in Education and Housing/ Homelessness matters.

This relates to current and former armed forces personnel (regular or reserve) and their families.

Is the Armed Forces Covenant Duty applicable?

No

If "Yes", please complete below

Covenant Duty	How this has been considered and any specific provision made:
<p>The unique obligations of, and sacrifices made by, the armed forces;</p> <p>The MOD Statutory Guidance gives the following examples:</p> <ul style="list-style-type: none">• Danger• Geographical Mobility• Separation from Family• Service Law	

<ul style="list-style-type: none"> • Unfamiliarity with Civilian Life • Hours of Work • Stress 	
<p>The principle that it is desirable to remove disadvantages arising for Service people from membership, or former membership, of the armed forces;</p>	
<p>The principle that special provision for Service people may be justified by the effects on such people of membership, or former membership, of the armed forces.</p>	

Section 4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes *(please delete as applicable)*

If yes, please proceed to Stage 2 and complete a full Integrated Impact Assessment

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

--

Signed by Lead Officer:	Jo Stewart
Designation:	Estates Strategy Manager
Date:	21/2/2024
Counter Signature Director:	John Curry
Date:	21/2/2024