

Integrated Impact Assessment

The purpose of Aberdeen City Council is to protect the people and the place of Aberdeen from harm, enabling them to prosper and supporting them in the event of harm happening.

The purpose of an Integrated Impact Assessment is to evidence that Aberdeen City Council are making decisions in an informed way, and that the impact of decisions made is understood and accepted. The legislation that is considered within this assessment are:

- Section 2 [Equality Act 2010 protected characteristics](#)
- Section 3 [Socio-Economic](#)
- Section 4 [Human Rights](#)
- Section 5 [Children and Young People's Rights](#)

The term 'policy' is used throughout this document and applies to policies, proposals, strategies, provision, criteria, functions, practice, budget savings and activities that includes delivery of our services.

1. About the Policy

1.1 Title
Remove financial element of the long service award
1.2 What does this policy seek to achieve?
<p>The current scheme provides employees with 25 years continuous service and up to 40 years' continuous service with a long service award payment of £300, and £600 for employees with over 40 years' continuous service. This is payable at the point the employee leaves the Council. The proposal is to remove the financial award element within the Long Service Award Scheme for anyone leaving the Council after 31 March 2024.</p> <p>Employees will continue to receive a certificate to recognise the key milestones within the long service scheme. The long service scheme is currently being revised with alternative methods of recognising an employee's valuable contribution to the Council.</p> <p>The financial saving associated with this proposal will depend on the number of eligible employees leaving the organisation. There is a potential that employees with long service may feel de-valued at the removal of the financial award, however, the means to recognise service would still be in place using other options.</p>
1.3 Is this a new or existing policy?
New
1.4 Is this report going to a committee?
As part of the 2024 Budget Report.
1.5 Committee name and date:
Budget Meeting, Council, 6 March 2024
1.6 Report no and / or Budget proposal number and / or Business Case reference number:
CR-10
1.7 Function and cluster:
Corporate Services, People & Citizen Services

Impacts

This section demonstrates the considerations that have been made in relation to the policy - and that the impact of proposals made is understood and accepted.

2: Equality Act 2010 - Protected Characteristics

Aberdeen City Council wants to ensure everyone is treated fairly. This section identifies the [protected characteristics](#) that the policy potentially affects and records the impact and mitigating steps.

2.1 What impact could this policy have on any of the below groups?

Protected Characteristic	What is the impact?				
	Negative			Neutral	Positive
	High	Medium	Low		
Age			X		
Disability				X	
Gender Reassignment				X	
Marriage and Civil Partnership				X	

Pregnancy and Maternity				X	
Race				X	
Religion or Belief				X	
Sex				X	
Sexual Orientation				X	

2.2 In what way will the policy impact people with these protected characteristics?

- Potential negative impacts on employees with long service who may feel less valued and supported by the organisation and more likely to disengage.
- Potential impact resulting in reduced motivation and engagement for employees with longer service, who may feel that their long term commitment to the organisation is not as valued without the financial award.
- As the scheme is applicable for those leaving the organisation with a significant length of service, the likelihood is that those in receipt are in older age brackets.

2.3 What considerations have been made in reaching the above assessment?

What internal or external data has been considered? What does this data tell us?

The long service award scheme will give employees a financial award on leaving the Council of the following:

- 25 years and up to 40 years continuous service – £300
- Over 40 years continuous service – £600

In financial year 2021/22, the cost of this scheme was £47,100 and in 2022/23, the overall cost was £9,900.

What consultation and engagement and has been undertaken with officers and partner organisations?

None to date. If the financial award element is removed from the long service scheme, the scheme will be revised, updated and communicated using our engagement channels.

What consultation and engagement and has been undertaken with people who may be impacted by this policy (e.g. citizens, community groups, or other people/groups)?

None.

2.4 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

Age

The potential impact on older employees nearing retirement (many of whom will have sufficient service to qualify for a long service award) who may have had an expectation of receiving the existing award.

This will be particularly disappointing for employees who may be nearing the next continuous service milestone and may just miss out on the relevant financial award.

Mitigation

As a result of the removal of the financial award element of the long service scheme, employees will continue to receive a certificate to recognise the key milestones within the long service scheme. The long service scheme is

currently being revised with alternative methods of recognising an employee's valuable contribution to the Council.

With mitigations in place, what is the new overall rating of the negative impact(s)?

High	
Medium	
Low	X
Negative Impact Removed	

3: Socio-Economic Impacts

This section is used to consider the impact of the policy on people who might be **unemployed, single parents**, people with lower **education** or **literacy, looked after children**, those with **protected characteristics** as examples.

Use this guide to understand more on socio-economic inequalities: [The Fairer Scotland Duty: Guidance for Public Bodies \(www.gov.scot\)](http://www.gov.scot)

3.1 What impact could this policy have on any of the below groups?

Group	Negative			Neutral	Positive
	High	Medium	Low		
Low income / income poverty – those who cannot afford regular bills, food, clothing payments.			X		
Low and/or no wealth – those who can meet basic living costs but have no savings for unexpected spend or provision for the future			X		
Material deprivation – those who cannot access basic goods and services, unable to repair/replace broken electrical goods, heat their homes or access to leisure or hobbies				X	
Area deprivation – consider where people live and where they work (accessibility and cost of transport)				X	
Socio-economic background – social class, parents' education, employment, income.				X	

3.2 In what way will the policy impact people in these groups?

Low income / income poverty – those who cannot afford regular bills, food, clothing payments – If the individual is at socio-economic disadvantage, the financial award could be important to them.

Low and/or no wealth – those who can meet basic living costs but have no savings for unexpected spend or provision for the future – If the individual is at socio-economic disadvantage, the financial award could be important to them.

3.3 What considerations have been made in reaching the above assessment?

What internal or external data has been considered? What does this data tell us?

The long service award scheme will give employees a financial award on leaving the Council of the following:

- 25 years and up to 40 years continuous service – £300
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In financial year 2021/22, the cost of this scheme was £47,100 and in 2022/23, the overall cost was £9,900.

What consultation and engagement and has been undertaken with officers and partner organisations?

None.

What consultation and engagement and has been undertaken with people who may be impacted by this policy? citizens, community groups, or other people/groups impacted by this policy?

None.

3.4 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

None.

With mitigations in place, what is the new overall rating of the negative impact(s)?	High	
	Medium	
	Low	X
	Negative Impact Removed	

4: Human Rights Impacts

The Human Rights Act 1998 sets out the fundamental rights and freedoms that everyone in the UK is entitled to. It incorporates the rights set out in the European Convention on Human Rights (ECHR) into domestic British law. The Human Rights Act came into force in the UK in October 2000

The Act sets out our human rights in a series of 'Articles'. Each Article deals with a different right.

Use this guide to understand more about [Human Rights](#).

4.1 What impact could this policy have on Human Rights?

Human Rights Article	Negative	Neutral	Positive
Article 6: Right to a fair trial		X	
Article 7: No punishment without law		X	
Article 8: Right to respect for private and family life, home and correspondence		X	
Article 9: Freedom of thought, belief and religion		X	
Article 10: Freedom of expression		X	
Article 11: Freedom of assembly and association		X	
Article 12: Right to marry and start a family		X	
Article 14: Protection from discrimination in respect of these rights and freedoms		X	
Article 1 of Protocol 1: Right to peaceful enjoyment of your property		X	
Article 2 of Protocol 1: Right to education		X	
Article 3 of Protocol 1: Right to participate in free elections		X	

4.2 In what way will the policy impact Human Rights?

N/A

4.3 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

N/A

If mitigations are in place, does this remove the negative impact?	No – negative impact remains	
	Yes – negative impact reduced	
	Yes - negative impact removed	

5: Children and Young People’s Rights Impacts

The United Nations Convention has 54 articles that cover all aspects of a child’s life and set out the civil, political, economic, social and cultural rights that all children everywhere are entitled to. It also explains how adults and governments must work together to make sure all children can enjoy all their rights.

Children’s rights apply to every child/young person under the age of 18 and to adults still eligible to receive a “children’s service” (e.g. care leavers aged 18 – 25 years old).

The Conventions are also known as the “General Principles” and they help to interpret all the other articles and play a fundamental role in realising all the rights in the Convention for all children. They are:

1. Non-discrimination (Article 2)
2. Best interest of the child (Article 3)
3. Right to life survival and development (Article 6)
4. Right to be heard (Article 12)

You can [read the full UN Convention \(pdf\)](#), or [just a summary \(pdf\)](#), to find out more about the rights that are included.

5.1 What impact could this policy have on the rights of Children and Young People?

UNCRC and Optional Protocols	Negative	Neutral	Positive
Article 1: definition of the child		X	
Article 2: non-discrimination		X	
Article 3: best interests of the child		X	
Article 4: implementation of the convention		X	
Article 5: parental guidance and a child's evolving capacities		X	
Article 6: life, survival and development		X	
Article 7: birth registration, name, nationality, care		X	
Article 8: protection and preservation of identity		X	
Article 9: separation from parents		X	
Article 10: family reunification		X	
Article 11: abduction and non-return of children		X	
Article 12: respect for the views of the child		X	
Article 13: freedom of expression		X	
Article 14: freedom of thought, belief and religion		X	
Article 15: freedom of association		X	
Article 16: right to privacy		X	
Article 17: access to information from the media		X	
Article 18: parental responsibilities and state assistance		X	
Article 19: protection from violence, abuse and neglect		X	
Article 20: children unable to live with their family		X	
Article 21: adoption		X	
Article 22: refugee children		X	
Article 23: children with a disability		X	
Article 24: health and health services		X	
Article 25: review of treatment in care		X	
Article 26: social security		X	
Article 27: adequate standard of living		X	
Article 28: right to education		X	
Article 29: goals of education		X	
Article 30: children from minority or indigenous groups		X	

Article 31: leisure, play and culture		X	
Article 32: child labour		X	
Article 33: drug abuse		X	
Article 34: sexual exploitation		X	
Article 35: abduction, sale and trafficking		X	
Article 36: other forms of exploitation		X	
Article 37: inhumane treatment and detention		X	
Article 38: war and armed conflicts		X	
Article 39: recovery from trauma and reintegration		X	
Article 40: juvenile justice		X	
Article 41: respect for higher national standards		X	
Article 42: knowledge of rights		X	
Optional Protocol on a Communications Procedure		X	

5.2 In what way will the policy impact the rights of Children and Young People?

N/A

5.3 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

N/A

If mitigations are in place, does this remove the negative impact?

No – negative impact remains

Yes – negative impact reduced

Yes - negative impact removed

6: Sign Off

Any further positive or negative impacts on individuals or groups that have been considered?
N/A
Overall summary of changes made as a result of impact assessment.
No changes made.
Outline of how impact of policy will be monitored.
If the financial award element is removed from the long service scheme, the scheme will be revised, updated and communicated using our usual engagement channels.
If there are any remaining negative impacts after mitigation, what is the justification for why this policy should proceed.
Essential cost reduction in staffing and maintenance budgets

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