

Aberdeenshire Council

Integrated Impact Assessment

Reduction in EY training and courses provision

Assessment ID	IIA-003483
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1. Overview

This document has been generated from information entered into the Integrated Impact Assessment system.

This assessment refers to a proposed budget saving of £48,000 for FY 26/27.

The reduction in expenditure will be achieved through a review of EY mandatory and enhanced training and development provision to both local authority and PVI staff and settings, including review of (a) central team processes and resourcing relating to training and development, aligned to wider EY structure review (b) the training and development framework offer to PVI providers, including possible recharging for mandatory elements.

Current processes regarding the planning, organisation and delivery of training and qualification have not reviewed since the transfer of EY administration to Business Support and Performance. These processes are manual and resource intensive and there will be opportunities for automation and digital solutions to increase efficiency and efficacy.

All ELC providers who are CI registered are required under regulation to ensure staff have mandatory training (i.e. first aid, child protection, food hygiene, infection prevention etc) as well as professional qualifications depending on role (i.e. SVQ, BA etc). To date, Aberdeenshire Council has been providing free-of-charge mandatory training and formal qualifications to both local authority and PVI employees.

The budget saving proposes a review of the offer to PVI settings/staff. Recognising the importance of the employability pipeline and recruitment challenges it is not proposed to review current arrangements for formal qualifications. This also will ensure the ongoing promotion of quality in leadership, management and practice across PVI settings. However, the responsibility for mandatory training sits with the employer/PVI provider and it is proposed to look at how to charge for PVI employee access to these courses in a proportionate way. It proposed to consider a tiered charging model recognising the diversity of providers from a very small setting (i.e. child minder), to community/charitable organisations, to large-scale private companies. It is also proposed to consider a per establishment quota for core training, with charging for any training beyond quota.

The proposed budget saving is based on analysis of FY24/25 spend profile and FY25/26 projected spend and anticipated improvement in processes and reduced administration workload as well as partial recharging for mandatory courses. Further the proposed budget saving is informed by a year-on-year reduction in children accessing ELC and an assumption this will result in gradual reduction in staffing requirement. It is not sustainable or reasonable to maintain spending on training and development at the same level as previously

During screening 1 of 12 questions indicated that detailed assessments were required, the screening questions and their answers are listed in the next section. This led to 1 out of 5 detailed impact assessments being completed. The assessments required are:

- Equalities and Fairer Scotland Duty

In total there are 0 positive impacts as part of this activity. There are 0 negative impacts, all impacts have been mitigated.

A detailed action plan with 1 points has been provided.

This assessment has been approved by laurence.findlay@aberdeenshire.gov.uk.

The remainder of this document sets out the details of all completed impact assessments.

2. Screening

Could your activity / proposal / policy cause an impact in one (or more) of the identified town centres?	No
Would this activity / proposal / policy have consequences for the health and wellbeing of the population in the affected communities?	No
Does the activity / proposal / policy have the potential to affect greenhouse gas emissions (CO2e) in the Council or community and / or the procurement, use or disposal of physical resources?	No
Does the activity / proposal / policy have the potential to affect the resilience to extreme weather events and / or a changing climate of Aberdeenshire Council or community?	No
Does the activity / proposal / policy have the potential to affect the environment, wildlife or biodiversity?	No
Does the activity / proposal / policy have an impact on people and / or groups with protected characteristics?	No
Is this activity / proposal / policy of strategic importance for the council?	No
Does this activity / proposal / policy impact on inequality of outcome?	No
Does this activity / proposal / policy have an impact on children / young people's rights?	No
Does this activity / proposal / policy have an impact on children / young people's wellbeing?	No
Does the activity / proposal / policy relate to budget proposals?	Yes
Does this activity / proposal / policy impact on consumers of Council services?	No

3. Impact Assessments

Children's Rights and Wellbeing	Not Required
Climate Change and Sustainability	Not Required
Equalities and Fairer Scotland Duty	No Negative Impacts Identified
Health Inequalities	Not Required
Town Centre's First	Not Required

4. Equalities and Fairer Scotland Duty Impact Assessment

4.1. Protected Groups

Indicator	Positive	Neutral	Negative	Unknown
Age (Younger)		Yes		
Age (Older)		Yes		
Disability		Yes		
Race		Yes		
Religion or Belief		Yes		
Sex		Yes		
Pregnancy and Maternity		Yes		
Sexual Orientation		Yes		
Gender Reassignment		Yes		
Marriage or Civil Partnership		Yes		

4.2. Socio-economic Groups

Indicator	Positive	Neutral	Negative	Unknown
Low income		Yes		
Low wealth		Yes		
Material deprivation		Yes		
Area deprivation		Yes		
Socioeconomic background		Yes		

4.3. Evidence

Type	Source	It says?	It Means?
Internal Data	Budget monitoring	There is adequacy of base budget in FY25/26, with a projected underspend of circa £180,000 forecast for end of year. It is acknowledged that due to DPIA issues, some spend has been delayed but the quantum of £48k is based on comparison between FY24/25 and FY25/26 profile of spend.	The budget saving can be achieved even with transitional arrangements over the course of FY 26/27

Type	Source	It says?	It Means?
Internal Data	Admissions data	The service are seeing a year-on-year reduction in admissions, with applications for funded ELC for school session 26/27 down circa 15% from school session 25/26 (as of January 2026).	This means there will be a gradual reduction in staffing requirement and a resultant reduction in the requirement for training. On this basis, the budget requirement should also reduce
Internal Data	Waiting list data for formal qualifications	The waiting list data indicates less demand for formal qualifications for local authority and PVI employees	This means there will be less pressure on the budget for formal qualifications, although there is not proposal to review this at present.

4.4. Information Gaps

There is not a full understanding on the impact of charging on the finances of PVI providers. Whilst it is proposed to have a tiered charging framework to ensure proportionality and indeed to provide a core offer to all settings, this remains a gap in information.

4.5. Measures to fill Information Gaps

Measure	Timescale
Engagement with PVI providers through biannual survey	March 2026

4.6. Engagement with affected groups

Planned engagement with PVI providers through biannual survey and PVI forum.

4.7. Ensuring engagement with protected groups

Not applicable

4.8. Evidence of engagement

Not applicable

4.9. Overall Outcome

No Negative Impacts Identified.

Any changes to central processes and resources will have no impact on the experiences of children, families and communities as there is no proposed reduction in activity, rather an improvement to efficiency and efficacy of process.

The proposal is to charge for mandatory training on a proportionate basis. Providers are required to ensure their staff have had this mandatory training and there are alternative providers in the market that may be alternative options for PVI providers. Any charging would be to ensure full cost recovery rather than income generation. Contingency arrangements can be built in to ensure continuity and sustainability of PVI providers. Setting a quota of core training for settings ensure equitable and transparent allocation of Council resource.

Continuing to provide free of charge training to promote quality of practice and provision will ensure there is no impact on the experiences of children and maintaining/improving service standards and setting quality

4.10. Improving Relations

Not applicable

4.11. Opportunities of Equality

Not applicable

5. Action Plan

Planned Action	Details
Engagement with PVI providers regarding charging framework for mandatory framework	<p>Lead Officer Deborah Bruce</p> <p>Repeating Activity No</p> <p>Planned Start Monday March 02, 2026</p> <p>Planned Finish Thursday April 30, 2026</p> <p>Expected Outcome Stakeholder feedback</p> <p>Resource Implications None</p>