

Impact Assessment Summary - Administration Motion Budget 2025/26

Fife Council has undertaken Stage 1, initial EqIA screening as part of our staged EqIA process. The screening is the start of a continuous monitoring and review process to fully assess the impacts of our proposals and to identify any actions that may have to be undertaken to mitigate those impacts.

Stage 1 screening EqIAs have been undertaken for all proposed savings as is appropriate with the current stage of the 2025/26 budget process. Screenings therefore provide a general overview of the proposal and indicate when we need to do further impact assessment. Further information can be found here: [Equality Impact Assessments | Fife Council](#)

The part 2 EqIA process will include - as appropriate - reviewing existing research, data analysis, previous consultation recommendations, studies and direct consultation with representatives of those groups potentially impacted.

The outcomes of each will be published online.

ID	Service	Title and Summary of Saving or Proposal	Impact assessment level – low medium high
PL - 001	Planning	Increase in non-statutory income Increase in fees and charges for non-statutory income	Low
PL-003	Facilities Management	Staff Productivity Facilities Management Lower staffing costs through focussed work to reduce sickness absence.	Low
PL-004	Business & Employability	Removal of vacancies Delete two posts (or full time equivalent from staffing complement).	Low
PL-005	Business & Employability	Increase external income - Matrix Make and sell more items, and improve profit margin.	Low

PL-021	Business & Employability	Visitor levy* Consider proposal to introduce a visitor levy to visitors coming into Fife on a short-term basis under the Visitor Levy (Scotland) Act 2024	Low
PL-033	Roads & Transportation	Traffic Management Manage street lighting, unadopted roads and traffic maintenance operations more efficiently. Use new equipment and learning from other councils.	Low
PL-034	Roads & Transportation	Car parking strategy Implement a consistent, Fife-wide approach to managing parking supply and demand.	Low
CM - 001	Housing & Neighbourhood	Safer Communities travel reduction Return all fleet vehicles to base at the end of each day.	Low
CM - 003	Housing & Neighbourhood	Bed & Breakfast reduction Stop, or minimise, reliance on B&Bs as temporary accommodation for homeless people.	Low
CM – 004	Housing & Neighbourhood	Commissioning service in-house Provide some services directly instead of awarding grants to other organisations.	Low
CM-006	Customer & online Service	Digital redesign of registration services Hold most registration meetings online and use just one building for face-to-face appointments.	Medium
CM – 007	Customer & online Service	Fully digital council tax system Streamline and automate our manual council tax processes to improve staff efficiency.	Low
CM – 008	Customer & online Service	Increase digital focus for customer contact and resolution Make better use of technology to improve customer service and online experience.	Medium
CM-009	Customer & Online Service	Liquid logic – professional portal Make better use of technology to support referrals between social work and nhs teams.	Low
CM-010	Customer & Online Service	Digital Repairs Centre Streamline and automate scheduling processes.	Low
CM - 012	Communities and Neighbourhood	Future of Leisure Reframe physical activity, leisure and cultural offering to maximise opportunities for participation and sustainability.	Medium
CM – 014	Children, Families & Justice	Consolidate community social work team Join up approaches across similar teams to reduce staff costs.	Low
CM - 015	Children, Families & Justice	Review approaches to adolescents (Young people’s support) Join up approaches across similar teams to reduce staff costs.	Low
CM – 018	Children, Families & Justice	Review of payments to Health Service Reduction in payments to health service	Low

CM – 019	Children, Families & Justice	Developing an in-house children’s rights service Provide children’s rights and advocacy services directly instead of awarding grants to other organisations.	Low
CM – 020	Children, Families & Justice	Transportation Costs – review of taxi usage Review taxi usage and transportation costs.	Low
CM - - 021	Directorate wide	Commissioned services and voluntary Sector grants Explore the potential of collaboration between organisations to reduce costs and to maximise external funding into Fife.	Low
CM - 022	Directorate wide	Communities Directorate management savings Implement a new model to support priority organisational change.	Low
FC – 001	Directorate wide	Finance & Corporate Services staff productivity Reduce staff numbers across directorate over time in line with planned productivity savings	Low
FC- 002	HR	Cost saving Review options for trade unions for accommodation	Low
FC- 003	BTS	IT contracts Reduce and renegotiate support contracts as we replace legacy systems and maximise use of systems like Microsoft 365.	Low
FC-004	L&D	Section 75 agreements fee increase Increase legal fees to reflect cost of legal support to supporting s75 agreement work	Low
FC- 005	Directorate wide	Service redesign in line with digital programme Redesign services in line with digital programme to improve efficiency.	Low
CT - 001	Council Tax	Council tax increase Assumed increase in council tax to help sustain services.	Low
CW – 001	Council wide	Efficiency Savings Redesign services and streamline management models across the organisation, reduce absence and implement efficiency and productivity measures.	Low

* PL-021 has been included for initial impact assessment as the Administration is exploring this as a future policy option. It does not have any financial savings associated with it for the 25/26 Budget setting process

Key: Impact level consideration *

Low	Where evidence indicates that no significant impacts are anticipated at this stage of consideration.
Medium	Potential impacts identified for service users and/ or staff. If option agreed further work may be required to look at areas of identified impact and understand how they can be managed or mitigated effectively.
High	Significant potential impacts identified for service users and/or staff. If option agreed further work will be required to look at areas of identified impact and understand how they can be managed or mitigated effectively.

*All potential impact levels are assessed based on best available evidence from Services at this stage of consideration and therefore the impact cannot be seen as definitive or exhaustive assessment