

Initial Integrated Impact Assessment Form

Section 1 - The Policy	
Policy title	Occupational Health Guidance for Managers, 2008. Review 2022
Implementation date	July 2022
Please provide an overview of the policy including the key aims and expected outcomes:	
<p>The guidance is designed to detail the purpose and procedures involved in the delivery of the service and assist Managers who liaise with Occupational Health.</p>	
Detail the budget implication relating to the policy:	
None	
What will change as a result of this policy?	
<p>This is not a new policy. A review has been undertaken to ensure the guidance for managers remains up to date and relevant.</p>	
Indicate which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?	
<p>This guidance ensures that managers are equipped with the information they require to support their employees.</p> <p>Ensuring that managers understand the OH service is of benefit to the OH service, the manager and any employee who requires to access the service.</p>	
Responsible Persons	
Department / Section	HR and Performance
Lead Officer	N Skinner
IIA Team Members	
Responsible Head of Service	N Skinner



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Section 2 - Evidence		
What data and information has been reviewed as part of the policy development process?		
The review identified the need to update contact details and an explanation that the OH Physician service is now via an external provider.		
Detail what consultation has taken place as part of the policy development process?		
This policy has been reviewed rather than being developed. Consultation will be undertaken with the JCC.		
What does the information collected, and the outcome of any consultation indicate regarding potential impacts of the policy?		
N/A		
Are there any gaps in knowledge? If further evidence or consultation required as part of the policy development process, please detail:		
No		
Section 3 - Initial Integrated Impact Assessment		
Impact Overview	Yes	No
Is the policy strategic?		x
Will individuals have access to, or be denied access to a service or function as a result of the policy or the changes being proposed to services or functions?		x
Will the implementation of the policy, or the changes to the policy, result in individuals being employed, a change in staffing levels, or a change in terms and conditions, employer or location, either directly or indirectly?		x
Is there a change in the size of a budget?		x
Will a service be withdrawn, changed or expanded?		x
Will the policy have consequences for or affect people?	x	
Does the policy have the potential to have an impact on equality even when this only affects a relatively small number of people?		x
Does the policy have the potential to have an impact on the economy and the delivery of economic outcomes?		x
Is the policy likely to have a significant environmental impact?		x
Comments		
This guidance aims to ensure that all employees have access to the Occupational Health Service provided by the Comhairle. This guidance helps managers provide the information required.		



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Section 3 – - Initial Integrated Impact Assessment Continued			
Which groups of people will be, or potentially could be, impacted upon by the implementation of this policy?	Yes	No	Comments
age		x	This document provides guidance for managers only. However, the Occupational Health service provided by the Comhairle has the potential to positively impact on all protected characteristics through the provision of a health service for employees.
disability		x	
sex		x	
gender reassignment		x	
marriage and civil partnership		x	
pregnancy and maternity		x	
race		x	
religion or belief		x	
sexual orientation		x	
Do you have evidence or reason to believe that this policy will or may impact on socio-economic inequalities?	Yes	No	Comments
Socio-economic Disadvantage		x	This document provides guidance for managers only. However, the Occupational Health service provided by the Comhairle has the potential to positively impact on socio-economic inequalities through the provision of a health service for employees.
Low Income/Income Poverty		x	
Low and/or no wealth		x	
Material Deprivation		x	
Area Deprivation		x	
Socioeconomic Background		x	
Do you have evidence or reason to believe that this policy will or may affect individuals Human Rights?	Yes	No	Comments
Human Rights		x	
Do you have evidence or reason to believe that this policy will have wider impacts as outlined below?	Yes	No	Comments
Health and Wellbeing	x		This Policy provides guidance for managers only. However, the Occupational Health service provided by the Comhairle has the potential to positively impact on health and wellbeing through the provision of a health service for employees.
Economic and Social Sustainability		x	



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Environmental Sustainability, Climate Change and Energy Management		x	
The Gaelic Language		x	
Island Proofing		x	
Is there the potential for cumulative impact?		x	

Section 4 - Decision

Based on the initial Integrated Impact Assessment is a full IIA required?

Yes

Full IIA Lead Officer: _____

Estimated completion date: _____

No

If an IIA is deemed not to be required please detail the decision rational below:

This document provides guidance for managers only. However, the Occupational Health service provided by the Comhairle has the potential to positively impact on health and wellbeing through the provision of a health service for employees.

Section 5 – Lead Officer and authorising Director

Lead Officer (print name)	N Skinner
Designation	Head of HR and Performance
Date	19 July 2022
Print name of Head of Service or Director responsible for the policy	N Skinner
Date	

