

Integrated Impact Assessment (IIA)

Stage 1 Scoping and Assessing for Relevance

Section 1 Details of the Proposal

<p>A. Title of Proposal:</p>	<p>Mentally Healthy Workplace & Stress Management Policy - supporting Guidance & Information</p>
<p>B. What is it?</p>	<p>A new Policy/Strategy/Practice <input type="checkbox"/> A revised Policy/Strategy/Practice X <input checked="" type="checkbox"/></p>
<p>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)</p>	<p>The Guidance supplements the Mentally Healthy Workplace Policy, which is a joint Human Resources/ Health & Safety Policy.</p> <p>It complements the policy by providing guidance to managers and employees on identifying stress in the workplace and how this may be minimised.</p> <p>It also provides details of a number of sources of support.</p>
<p>D. Service Area: Department:</p>	<p>People Performance & Change Human Resources</p>
<p>E. Lead Officer: (Name and job title)</p>	<p>Iain Davidson Employee Relations Manager</p>

F. Other Officers/Partners involved: (List names, job titles and organisations)	Ivana Smedley HR Advisor
G. Date(s) IIA completed:	18/07/2023

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:

- Attendance Management
- Dignity and Respect in the Workplace
- Disciplinary Policy
- Equality, Diversity and Human Rights
- Family Friendly
- Flexible Working
- Grievance Policy
- Managing Work Performance
- Reasonable Adjustments
- Recruitment and Selection
- Redeployment
- Substance Misuse Policy
- Training Policy

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>	<p>The policy and guidance sets out the role of managers and employees in managing their mental health.</p> <p>The guidance specifies that managers should be proactive in recognising and addressing any mental health problems employees are suffering from.</p> <p>It highlights that adjustments may be required in some cases. It does therefore assist in the elimination of discrimination against those with mental health difficulties.</p>
B. Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	As above, the policy and guidance provide steps to address mental health and therefore promotes equality of opportunity for those with mental health difficulties
C. Foster good relations? <i>(Will your proposal help to foster or encourage good relations between those who have different equality characteristics?)</i>	Not applicable.

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 e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		<p>The guidance should have a generally positive effect on employees with any protected characteristic.</p> <p>Its purpose is to enable employees and managers to recognise sources of stress and address these.</p> <p>It will be particularly positive for employees who have a disability because of poor mental health.</p>
Gender Reassignment/ Gender 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 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		While not specifically addressing these groups, the policy and guidance will have a positive effect on employees whose mental health is adversely affected by any of these matters.
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		
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		

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.

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 guidance should have a positive effect on all employees.

The effectiveness of the guidance will be monitored and any appropriate changes made.

The guidance will be reviewed at least every two years.

Signed by Lead Officer:	Iain Davidson
Designation:	Employee Relations Manager
Date:	18/07/2023
Counter Signature Director:	
Date:	20/07/2023