

The Integrated Impact Assessment (IIA) will evidence that NHS Grampian is meeting its legislative duties by assessing the potential impacts of its policies and decisions on different groups of people and the environment. It supports consideration of equality and diversity issues, human rights (including children and young people's rights), socio-economic disadvantage, consumer rights and climate change & sustainability in the design, development and delivery of policies, strategies, plans and services.

Section 1

General Information

| | |
|--|---|
| Title | Health and Safety Policy |
| Directorate, Service or Department | |
| Type of document / activity (mark X in the appropriate box) | Policy <input checked="" type="checkbox"/> Plan <input type="checkbox"/> Strategy <input type="checkbox"/> Other – describe <input type="checkbox"/> _____ |

| |
|---|
| Aim |
| The aim of this policy is to set in place a framework to enable NHSG to continually improve its Health and Safety arrangements and encourage the workforce to improve Health and Safety performance by engaging in Health and Safety at all levels. NHSG recognises that Health and Safety is a core activity of the way health and social care is enabled and by participating in Committees, Groups and other forums to drive and enable change. |
| Purpose |
| This policy which applies to all staff employed by NHSG, either directly or indirectly, and to any other person or organisation which uses NHSG services or premises for any purpose. Also covers bank, volunteers, young workers, staff working from all premises including home and contractors working on NHSG business. The principles of this policy shall apply to all NHSG work activities, regardless of who has or is supplying or providing them. |
| Description of Intended Outcomes including the proposed change that will be brought about |
| To enable NHSG to continually improve its Health and Safety arrangements and acknowledge and accepts its responsibilities under the provisions of the Health and Safety at Work Act 1974 and other relevant legislations. |

| | |
|---|--|
| Main Contact | |
| Name | Andrew Wood |
| Job Title | Health and Safety Specialist |
| Names of colleagues or groups who contributed to the IIA | |
| | Chantal Wood Jamie Donaldson Keith Grant |

Section 2

Group of the Population

| Which groups of the population do you think will be affected by the proposal? | |
|--|--|
| <ul style="list-style-type: none">• Staff• Patient• Minority ethnic people (incl. Gypsy/travellers, refugees & asylum seekers)• Women and men• People with mental health problems• People in religious/faith groups• Older people, children and young people• People living on a low income/low wealth• People experiencing homelessness | <ul style="list-style-type: none">• People with disabilities• Lesbian, gay, bisexual and transgender• Carers (paid or unpaid, family member)• People affected by substance misuse / alcohol use• Low literacy/health literacy• Living in deprived urban, remote, rural or coastal area• Unskilled workers / unemployed• Lone parent families• People involved in criminal justice system |
| Those the proposal/policy will affect are: The Policy is for NHS Grampian staff working in both NHSG premises and outwith and those supplying work or activities. This also extend to people visiting or using the workplace premises (i.e. patients, public, visitors, contractors etc). | |

Section 3

Summary of Evidence Used

List the evidence (data / research / service feedback / engagement with people) you have used to inform your assessment. You are required to engage with communities and service users when assessing the impact of a proposal.

| Data and Research – outline the sources of data used |
|---|
| N/A |
| Staff, Public and Patient Engagement – outline the engagement undertaken and used |

This Policy was drafted under the umbrella of the 'Procedure for the Development, Approval, Review, Revision and Communication of Non-Clinical Policies' with oversight from the GAPF Policies Subgroup. The policy was sent out to NHSG for a six week period, during which comments were invited.

When assessing impacts an explanation is required and mitigating actions should be described. It is possible that both positive and negative impacts can be identified for the circumstances described. (If choosing 'not known' indicate if further research is needed and if not, why not). Reference to the evidence you have is required.

Section 4

Equality, Diversity and Human Rights

Identify the impacts on groups with protected characteristics including human rights.

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).

In what way will the proposal impact people with these protected characteristics? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

| | Impact? | Description of Impact |
|--|---------|--|
| Age (early years, children, young people, middle years, older people) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Disability (physical impairment, learning disability, neurological, sensory loss, mental health, long term conditions) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Sex (male, female) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Gender Reassignment (people who have proposed, started, in the process or completed a process to change his or her sex) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Marriage or Civil Partnership (people who | N | No disproportionate impact on the protected characteristic. |

| | | |
|--|---|--|
| are married, unmarried or in civil partnership) | | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Pregnancy or Maternity (pregnant and/or on maternity leave, including breastfeeding) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Race (minority ethnic people, racial groups, national origins, gypsies/travellers, refugees, asylum seekers, migrant workers) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Religion or Belief (different religions or beliefs, including non-belief) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Sexual Orientation (e.g. lesbian, gay, bisexual, heterosexual) | N | No disproportionate impact on the protected characteristic. Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Consider if any other human rights will be impacted by this activity. The Human Rights Act EHRC | N | |

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to people with protected characteristics? If applicable. If nothing can be done please state.

No specific staff groups are mentioned within the policy, as the policy is intended as a catchall for all staff (and others). Where specific at risk groups of staff are identified, these are managed at the local level.

With these mitigations in place what is the rating of negative impact

| | | | | | | | |
|--------------------------|------|--------------------------|--------|--------------------------|-----|-------------------------------------|-------------------------|
| <input type="checkbox"/> | High | <input type="checkbox"/> | Medium | <input type="checkbox"/> | Low | <input checked="" type="checkbox"/> | Negative Impact removed |
|--------------------------|------|--------------------------|--------|--------------------------|-----|-------------------------------------|-------------------------|

Section 5

Health Determinants / Health in All

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).
 In what way will the proposal impact? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

| Lifestyles? | Impact | Description of Impact |
|---|--------|--|
| Diet and nutrition | N | |
| Exercise and physical activity | N | |
| Substance use: tobacco, alcohol and drugs | N | |
| Risk taking behaviour | N | |
| Education and learning or skills | P | Education, training and support provided to staff will ensure health and safety arrangements are compliant with legislation. |
| | | |
| Social status | N | |
| Employment (paid or unpaid) | P | NHSG recognise that health and safety is core to the workforce and health service provision. All staff are responsible for taking precautions and reasonable care with regards to their own safety and health. |
| Social/family support | N | |
| Stress | N | |
| Income | N | |
| Physical environment? | | |
| Living conditions | N | |
| Working conditions | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. The Policy ensures the responsible persons are aware of the policy and comply with relevant Health and Safety legislations and act on their functions. All staff and workers are responsible for their own safety and health, and that of any other persons. |
| Pollution or climate change | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. The Policy ensures the responsible persons are aware of the policy and comply with relevant Health and Safety legislations. |

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| Accidental injuries or public safety | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. The Policy ensures the responsible persons are aware of the policy and comply with relevant Health and Safety legislations. |
| Transmission of infectious disease | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. The Policy ensures the responsible persons are aware of the policy and comply with relevant Health and Safety legislations |
| Access to experience of services? | | |
| Health care | P | Staff ensures safety of all people receiving healthcare. Any health and safety risk are assessed and adverse event reported. |
| Transport | N | |
| Social services | N | |
| Housing services | N | |
| Education | N | |

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to health determinants? If applicable. If nothing can be done please state.

| With these mitigations in place what is the rating of negative impact | | | | | | |
|---|------|--------------------------|--------|--------------------------|-----|---|
| <input type="checkbox"/> | High | <input type="checkbox"/> | Medium | <input type="checkbox"/> | Low | <input checked="" type="checkbox"/> Negative Impact removed |

Section 6

Public Sector Equality Duty

| | | Describe or summarise how this policy will contribute to or achieve |
|--|--|---|
| Eliminate discrimination? If you answer YES, explain if it is a positive or negative effect. (directly or indirectly) It can be YES because (a) it eliminates or reduce discrimination or (b) enhance/promote discriminatory practice | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A | |

| | | |
|---|--|--|
| Equality of opportunity? Does the policy offer equality to all without discrimination on the protected characteristics or other groups How does it remove or minimise disadvantages? What steps were taken to meet the needs of people who share protected characteristics? How does it encourage persons who share protected characteristics participate in the activity? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A | |
| Foster good relations between groups? Does it foster good relations between groups e.g. promote positive attitudes, having due regards to tackle prejudice, promote understanding, interactions, personal security or participation | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A | |

Section 7

Children and Young People's Rights

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).
 In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

| | Impact | Description of Impact |
|---|--------|---|
| What aspects of the policy / proposal will affect children and young people up to age 18? | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Identify which groups of children are most likely to be affected. | N | |
| Which UNCRC Articles could be impacted? | N | |

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to children and young people's rights? If applicable.

| With these mitigations in place what is the rating of negative impact | | | | | | |
|---|------|--------------------------|--------|--------------------------|-----|---|
| <input type="checkbox"/> | High | <input type="checkbox"/> | Medium | <input type="checkbox"/> | Low | <input checked="" type="checkbox"/> Negative Impact removed |

Section 8

Fairer Scotland Duty – People Experiencing Socio-Economic Disadvantage

The Fairer Scotland Duty places legal responsibility on NHS Grampian to actively consider how to reduce inequalities of outcome caused by socio-economic disadvantage. Activities (such as strategic plans, strategies and policies) that require a strategic decision and have potential to impact on health and widen health inequalities must have 'due regard' for the Duty. The Duty applies at strategic level, which normally include decisions around setting priorities and targets, allocating resources and commissioning services.

Does this activity/policy require a strategic decision? ☐ Yes ☒ No

If yes complete this section, if no go to Section 9.

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).
In what way will the proposal impact on the rights of children and young people?
Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

| | Impact | Description of Impact |
|---|--------|-----------------------|
| People or families Living on a Low Income and / or with low wealth (including single parent households, households with more than 3 children, pensioners and Unskilled Workers or Unemployed) | | |
| Carers (consider Kinship carers and carers who support a family member or friend without pay) | | |
| People experiencing Homelessness / are at risk of Homelessness | | |
| People affected by drug and / or alcohol use | | |
| People involved in the criminal justice system | | |
| Remote / Rural / Coastal Communities | | |
| Communities in Areas of Deprivation | | |

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to children and young people's rights? If applicable.

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With these mitigations in place what is the rating of negative impact

| | | | |
|-------------------------------|---------------------------------|------------------------------|--|
| <input type="checkbox"/> High | <input type="checkbox"/> Medium | <input type="checkbox"/> Low | <input type="checkbox"/> Negative Impact removed |
|-------------------------------|---------------------------------|------------------------------|--|

Section 9

Consumer Impacts

The Consumer Scotland Act 2020 places a Consumer Duty on the public sector to put consumer interests at the heart of strategic decision-making and ensure services are focussed on the needs of their users and local communities. This person-centred approach is intended to result in better quality services and outcomes for the public as consumers of public services across Scotland.

Does this activity/policy require a strategic decision? ☐ Yes ☒ No

If Yes complete this section, If No go to Section 10.

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).

In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

| | Impact | Description of Impact |
|------------------|--------|-----------------------|
| Individuals | | |
| Small businesses | | |

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to children and young people's rights? If applicable.

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With these mitigations in place what is the rating of negative impact

| | | | |
|-------------------------------|---------------------------------|------------------------------|--|
| <input type="checkbox"/> High | <input type="checkbox"/> Medium | <input type="checkbox"/> Low | <input type="checkbox"/> Negative Impact removed |
|-------------------------------|---------------------------------|------------------------------|--|

Section 10

Climate Emergency, Sustainability and Environment.

Describe how the environment and climate change will be impacted

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).
In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

| | Impact | Description of Impact |
|---|--------|---|
| Sustainable provision of care | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Sustainable procurement of goods and services | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Circular economy | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Water usage | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Resource and waste management | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Biodiversity and greenspace | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Travel and transport | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
| Facilities – buildings we own and occupy | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |

| | | |
|---|---|---|
| Energy use – efficiency and consumption | P | Health, Safety and Wellbeing, impacts all people who use our services, staff, patient and others. |
|---|---|---|

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal? If applicable. If nothing can be done, please state.

With these mitigations in place what is the rating of negative impact

☐ High
 ☐ Medium
 ☐ Low
 ☒ Negative Impact removed

If this activity is defined as a Plan, Programme or Strategy by the Environmental Assessment (Scotland) Act 2005 a Strategic Environmental Assessment will be required. Further information on this is provided in the supporting guidance [SEA](#)

Section 11

Other impact assessment

Does this activity/policy require a strategic decision? ☐ Yes ☒ No

Island and Mainland Rural Communities Impact Assessment? ☐ Yes ☒ No

Financial Impact Assessment? ☐ Yes ☒ No

Other, please specify

Section 12

Action

Which of the following has the assessment been able to demonstrate?

☒ **Option 1 No major change required** (where no impact or potential for improvement is found)

☐ **Option 2 Adjust** (where a potential or actual negative impact or potential for a more positive impact is found)

☐ **Option 3 Continue** (where a potential or actual negative impact or potential for a more positive impact is found but a decision not to make a change can be objectively justified)

☐ **Option 4 Stop and remove** (where a serious risk of negative impact is found, the plans, policies etc. being assessed should be halted until these issue can be addressed)

Explain Your Decision. Include any mitigating actions identified

- Include a summary of any changes you are making to the proposal as a result of impact assessment if you have decided Option 2 – Adjust
- Justify why the proposal should proceed without changes if you decide Option 3 – Continue
- Describe any other action you plan to take if you decide Option 4 – Stop and Remove

How will the impact of the proposal be monitored?**Has the IIA been checked by a Level 1 Integrated Impact Assessor?**

☒ Yes ☐ No

If yes, please provide details:

| | |
|-----------|--|
| Name | Roda Bird |
| Job Title | Interim Equality and Diversity Manager |
| Date | 15/6/2025 |

Authorising Director / Officer Review the IIA and only sign it, if the IIA has been fully completed using appropriate evidence and you are assured “due regard” has been given.

| | | | |
|------------|------------------------------|------|------------|
| Name | Andrew Wood | | |
| Job Title | Health and Safety Specialist | | |
| Department | Corporate Health and Safety | | |
| Signature | Andrew Wood | Date | 16/06/2025 |

Return to Equality and Diversity at gram.equalitydiversity@nhs.scot

- Completed form
- Copy of final draft/version of any documentation

To be completed by Equality and Diversity – for quality control purposes and recording

Recommendations

☒ IIA Only ☐ Enhanced EQIA ☐ Children’s Rights Impact Assessment

Version 3 of the Policy has been impact assessed.

| | |
|-----------|--|
| Name | Roda Bird |
| Job Title | Interim Equality and Diversity Manager |
| Date | 16/6/2025 |

End of Impact Assessment Record