

## EQIA - UHB Environmental Policy

### Form 1: Preparation

Part A must be completed at the beginning of a Policy/function/strategy development or review, and for every such occurrence. (Refer to the Step-by-Step Guide for additional information).

Step 1 - Preparation		
1.	<b>Title of Policy</b> - what are you equality impact assessing?	UHB Environmental Policy The UHB is accredited to ISO14001. An environmental policy approved at Board Level is an essential component of this standard.
2.	<b>Policy Aims and Brief Description</b> - what are its aims? Give a brief description of the Policy (The What, Why and How?)	Cardiff and University Health Board are committed to environmental management and sustainable development demonstrated with the achievement of ISO14001 in 2003. Review of the environmental management system has identified several environmental related policies in place in the organisation. The aim of this document is to replace and bring these separate policies together under one overarching policy document. With this aim in mind the Environment Policy, Energy and Water Management Policy, the Environmental Management Policy and the Sustainable Development Policy have been reviewed and incorporated into this one Environmental Policy.
3.	<b>Who Owns/Defines the Policy?</b> - who is responsible for the Policy/work?	- Environmental Management Forum
4.	<b>Who is Involved in undertaking this EqIA?</b> - who are the key contributors to the EqIA and what are their roles in the process?	- Estate Asset Manager - Environment Manager

## Step 1 - Preparation

5.	<b>Other Policies</b> - Describe where this Policy/work fits in a wider context. Is it related to any other policies/activities that could be included in this EqIA?	This policy may be seen as the overarching Environmental Policy for the organisation. Policies such as sustainable procurement and waste management are reported separately, but are still linked with this overarching policy
6.	<b>Stakeholders</b> - Who is involved with or affected by this Policy?	All staff working within the organisation.
7.	<b>What factors may contribute to the outcomes of the Policy? What factors may detract from the outcomes?</b> These could be internal or external factors.	<p>The main factors that effect the outcome of this policy are:</p> <ul style="list-style-type: none"><li>- Managerial – the continued appointment of representatives to sit on the Environmental Management Forum</li><li>- Training / Awareness – All staff share the responsibility to ensure the aims of the policy are met.</li><li>- Resource – The ongoing effective control of environmental issues depends on the ongoing availability of the resources required to ensure continued improvement.</li></ul>

## Form 2: Evidence Gathering

Equality Strand	Evidence Gathered	Does the evidence apply to the following with regard to this Policy/work? Tick as appropriate.										
Race	No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff	Eliminating Discrimination and Eliminating Harassment	X	Promoting Equality of Opportunity	X	Promoting Good Relations and Positive Attitudes	X	Encouraging participation in Public Life	X	Take account of difference even if it involves treating some individuals more favourably*		
Disability	No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff		X		X		X		X		X	X
Gender	No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff		X		X		X		X		X	X
Sexual Orientation	No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff		X		X		X		X		X	X
Age	No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff		X		X		X		X		X	X
Religion or Belief	No Evidence gathered from the following sources	X	X	X	X	X	X					

	Internet Search Trust Websites Services Provider Webs and Staff									
Welsh Language	No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff		X		X		X		X	
People have a human right to: life; not to be tortured or treated in a degrading way; to be free from slavery or forced labour; to liberty; to a fair trial; not to be punished without legal authority; to respect for private and family life, home and correspondence; to freedom of thought, conscience and religion; to freedom of expression and of assembly; to marry and found a family and to not be discriminated against in relation to any of the rights contained in the European Convention.										
Human Rights	This is a technical policy and does not impact Human Rights. No Evidence gathered from the following sources Internet Search Trust Websites Services Provider Webs and Staff									

\* This column relates only to Disability due to the specific requirement in the DDA 2005 to treat disabled people more favourably to achieve equal outcomes. This is not applicable to the other equality strands.

### Form 3: Assessment of Relevance and Priority

Equality Strand	Evidence: Existing evidence to suggest some groups affected. Gathered from Step 2. (See Scoring Chart A)	Potential Impact: Nature, profile, scale, cost, numbers affected, significance. Insert one overall score (See Scoring Chart B)	Decision: Multiply 'evidence' score by 'potential impact' score. (See Scoring Chart C)
Race	1	0	0
Disability	1	0	0
Gender	1	0	0
Sexual Orientation	1	0	0
Age	1	0	0
Religion or Belief	1	0	0
Welsh Language	1	0	0
Human Rights	1	0	0

**Scoring Chart A: Evidence Available**

3	Existing data/research
2	Anecdotal/awareness data only
1	No evidence or suggestion

**Scoring Chart B: Potential Impact**

-3	High negative
-2	Medium negative
-1	Low negative
0	No impact
+1	Low positive
+2	Medium positive
+3	High positive

**Scoring Chart C: Impact Decision**

-6 to -9	High Impact (H)
-3 to -5	Medium Impact (M)
-1 to -2	Low Impact (L)
0	No Impact (N)
1 to 9	Positive Impact (P)

## FORM 4: (Part A) Outcome Report

<b>Policy Title:</b>	UHB Environmental Policy
<b>Organisation:</b>	Cardiff and Vale University Local Health Board
<b>Name:</b> <b>Title:</b> <b>Department:</b>	Nicola Williams Environment Manager Capital and Asset Management
<b>Summary of Assessment:</b>	Following the assessment there appears to be little evidence in relation to this type of scheme and its impact on equality issues.
<b>Decision to Proceed to Part B Equality Impact Assessment:</b>	<p style="text-align: center;"><b>No</b></p> <p>This decision has been taken based on the lack of evidence that indicated that this scheme will have little or no impact on all groups and therefore does not need to proceed to Part B Equality Impact Assessment.</p>

## Action Plan

You are advised to use the template below to detail any actions that are planned following the completion of Part A or Part B of the EqIA Toolkit. You should include any remedial changes that have been made to reduce or eliminate the effects of potential or actual adverse impact, as well as any arrangements to collect data or undertake further research.

	Action(s) proposed or taken	Reasons for action(s)	Who will benefit?	Who is responsible for this action(s)?	Timescale
1. What <b>changes</b> have been made as a result of the EqIA?	None				
2. Where a Policy may have differential impact on certain groups, state what arrangements are in place or are proposed to <b>mitigate</b> these impacts?	n/a				

3. <b>Justification:</b> For when a policy may have adverse impact on certain groups, but there is good reason not to mitigate.	n/a				
4. Describe any <b>mitigating actions</b> taken?	n/a				
5. Provide details of any actions planned or taken to <b>promote equality</b> .	n/a				

<b>Date:</b>	16 <sup>th</sup> May 2011
<b>Monitoring Arrangements:</b>	Review – each year to ensure that there has been no impact
<b>Review Date:</b>	May 2012
<b>Signature of all Parties:</b>	