

Equality & Health Impact Assessment for

Waste Management Policy

Please read the Guidance Notes in Appendix 1 prior to commencing this Assessment

Please note:

- The completed Equality & Health Impact Assessment (EHIA) must be
 - Included as an appendix with the cover report when the strategy, policy, plan, procedure and/or service change is submitted for approval
 - Published on the UHB intranet and internet pages as part of the consultation (if applicable) and once agreed.
- Formal consultation must be undertaken, as required¹
- Appendices 1-3 must be deleted prior to submission for approval

Please answer all questions:-

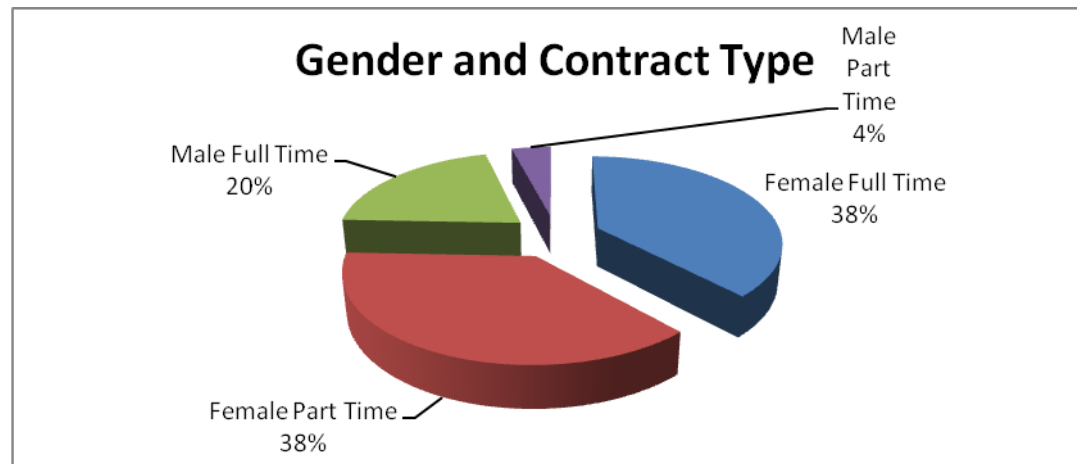
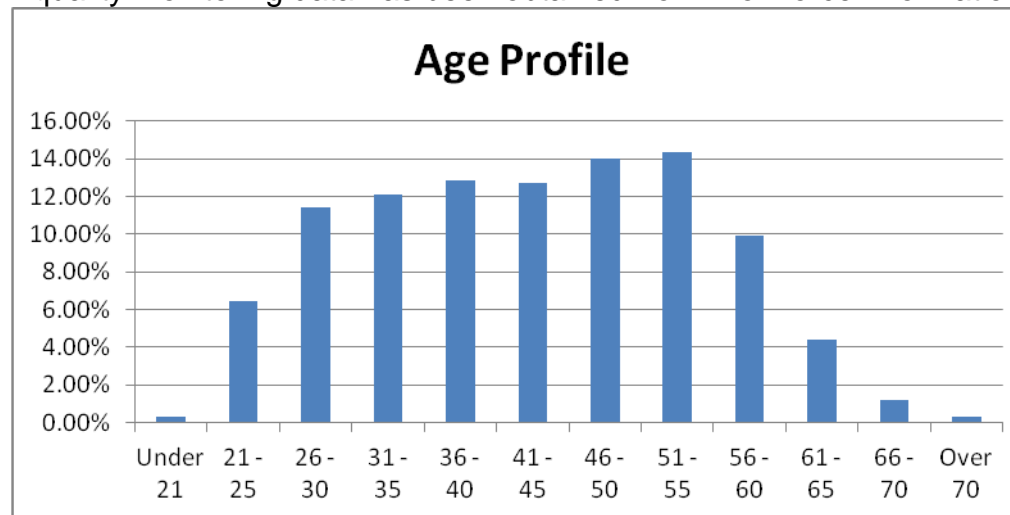
1.	For service change, provide the title of the Project Outline Document or Business Case and Reference Number	Review of Waste Management Policy, Reference Number 038
2.	Name of Clinical Board / Corporate Directorate and title of lead member of staff, including contact details	Capital, Estates & Operational Services, Facilities Manager 02921841252
3.	Objectives of strategy/ policy/ plan/ procedure/ service	To provides instructions on the classification, management, training and audit with respect to waste management. By following the policy it will ensure that the storage, handling, transport, treatment and/or disposal of waste generated by the UHB is managed to minimise the risks of harm to human health, damage to the environment or detriment of the local amenity.
4.	Evidence and background information considered. For example <ul style="list-style-type: none">• population data• staff and service users data, as applicable	We have not received any expression of concern from staff, patients or others through the consultation period. Due to the nature of the policy, no discussion groups or surveys have taken place about the impact of the policy. The Policy is related to ensuring quality, safety and governance of waste management procedures.

¹http://nww.cardiffandvale.wales.nhs.uk/portal/page?_pageid=253,73860407,253_73860411&_dad=portal&_schema=PORTAL

- needs assessment
- engagement and involvement findings
- research
- good practice guidelines
- participant knowledge
- list of stakeholders and how stakeholders have engaged in the development stages
- comments from those involved in the designing and development stages

Population pyramids are available from Public Health Wales Observatory² and the UHB's 'Shaping Our Future Wellbeing' Strategy provides an overview of health need³.

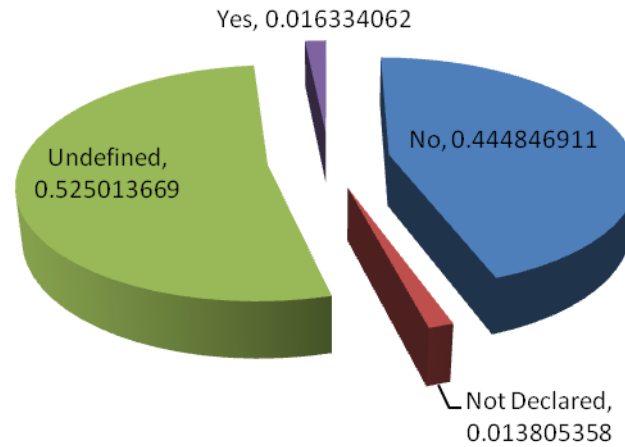
Equality monitoring data has been obtained from Workforce Information and Planning



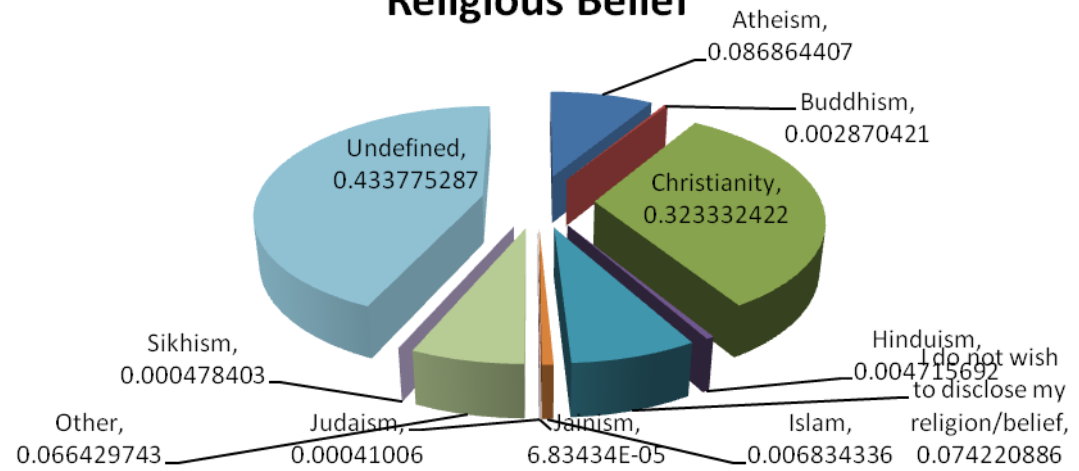
² <http://nww2.nphs.wales.nhs.uk:8080/PubHObservatoryProjDocs.nsf>

³ <http://www.cardiffandvaleuhb.wales.nhs.uk/the-challenges-we-face>

Disability



Religious Belief



Waste is defined in European Waste Framework Directive (2008/98/EC) 2008 as "any substance or object, which the producer or the person in possession of it discards or intends to discard, or is required to discard".

The Organisation is required to comply with and address the objectives within Towards Zero Waste', Welsh Assembly overarching Waste Strategy and Environmental

Management System ISO 14001.

Health and Care Standards in Wales Standard 2.4 Infection Prevention, Control and Decontamination and Waste Management Legislation require NHS Health Boards to have in place a Policy to manage waste which ensures that the segregation, handling, transportation and disposal of waste including human tissue and subsequent disposal appropriate and sensitively are properly managed so as to minimise the risks to the health and safety of patients, staff, the public and the environment.

The removal, storage and disposal of human organ and tissue post-mortem are subject to The Human Tissue Act 2004, and so fall outside the scope of this Policy. The UHB Standard Operating Procedure for research purposes must be followed, for further information HTA Code of Practice 5: Disposal of Human Tissue.

Radioactive wastes must be disposed of in accordance with the Radioactive Substances Act 1993 and with the Radioactive Authorisations granted to the Health Board by the Natural Resources Wales. All other aspects of managing radioactive waste fall outside the scope of this Policy, guidance regarding process of disposal should be sought from The Radioactive Waste Risk Management Policy.

Vehicles used for the transportation of waste on the public roads must be fit for purpose and vehicles and drivers must comply with the requirements of the Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009.

All staff that arrange, oversee or cooperate with collections of waste materials on behalf of the Organisation must assist with the administrative requirement of Controlled Waste Transfer Notes and/or Hazardous Waste Consignment Notes.

To ensure compliance with the Landfill (England and Wales) Regulations 2002 all non hazardous waste destined for landfill will, as far as is reasonably practical, be reduced in weight by removing a proportion of the waste for recycling, whether at source through a separate recycling collection or at a licensed sorting facility.

The Organisation will undertake annual Duty of Care Audits of all waste contractors and waste service providers to ensure regulatory compliance is maintained.

		<p>Waste Management training forms an integral part of the Organisation's mandatory training and staff induction programme that must be completed by all members of staff. All Departmental Managers to ensure appropriate training is delivered to those involved in producing and disposing of waste.</p> <p>Regular audits of the Organisation's environmental performance are carried out to maintain accreditation to the Environmental Management System Standard ISO140001. The Organisation may also receive periodic inspection by the Regulatory Authority to establish outcomes of the Organisation's waste management systems and as required should an environmental incident or regulatory offence occur.</p>
5.	Who will be affected by the strategy/ policy/ plan/ procedure/ service	This policy applies to all of our staff in all locations including those with honorary contracts, Cardiff University and School of Medicine where waste is managed on their behalf.

6. EQIA / How will the strategy, policy, plan, procedure and/or service impact on people?

Questions in this section relate to the impact on people on the basis of their 'protected characteristics'. Specific alignment with the 7 goals of the Well-being of Future Generations (Wales) Act 2015 is included against the relevant sections.

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<p>6.1 Age For most purposes, the main categories are:</p> <ul style="list-style-type: none"> • under 18; • between 18 and 65; and • over 65 	<p>The Policy improves standards and overall safety for all age groups and enhances a positive impact.</p> <p>NB: The management of fetal remains falls outside of this policy. The UHB Policy for Management of Fetal Remains, Stillbirth and Neonatal Death Policy ensure the UHB has appropriate, lawful provision to ensure the dignified and sensitive management and final disposal of all fetal remains.</p>	N/A	N/A
<p>6.2 Persons with a disability as defined in the Equality Act 2010 Those with physical impairments, learning disability, sensory loss or impairment, mental health conditions, long-term medical conditions such as diabetes</p>	A negative impact was identified during review of document in 2014. Foot operated bins with an option of a lid containing a handle for physically impaired individuals,	Product to be procured as a catalogue item.	Purchase from All Wales contract.
<p>6.3 People of different genders: Consider men, women, people undergoing gender reassignment</p>	The Policy improves standards and overall safety for all genders and individuals undergoing gender reassignment and enhances a positive impact	N/A	N/A

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<p>NB Gender-reassignment is anyone who proposes to, starts, is going through or who has completed a process to change his or her gender with or without going through any medical procedures. Sometimes referred to as Trans or Transgender</p>			
<p>6.4 People who are married or who have a civil partner.</p>	<p>The Policy improves standards and overall safety for all married people and those in civil partnerships and enhances a positive impact</p>	<p>N/A</p>	<p>N/A</p>
<p>6.5 Women who are expecting a baby, who are on a break from work after having a baby, or who are breastfeeding. They are protected for 26 weeks after having a baby whether or not they are on maternity leave.</p>	<p>The Policy improves standards and overall safety for all individuals expecting a baby, on a break from work after having a baby or breast feeding and enhances a positive impact</p>	<p>N/A</p>	<p>N/A</p>
<p>6.6 People of a different race, nationality, colour, culture or ethnic origin including non-English speakers, gypsies/travellers, migrant workers</p>	<p>The Policy improves standards and overall safety for people of a different race, nationality, colour, culture or ethnic origin including non-English speakers, gypsies/travellers, migrant workers and enhances a positive impact</p>	<p>N/A</p>	<p>N/A</p>

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
<p>6.7 People with a religion or belief or with no religion or belief. The term 'religion' includes a religious or philosophical belief</p>	<p>The Policy improves standards and overall safety for all individuals with a religion or belief or with no religion or belief and enhances a positive impact</p>	<p>N/A</p>	<p>N/A</p>
<p>6.8 People who are attracted to other people of:</p> <ul style="list-style-type: none"> • the opposite sex (heterosexual); • the same sex (lesbian or gay); • both sexes (bisexual) 	<p>The Policy enhances a positive impact and improves standards and overall safety for all individuals who are attracted to other people of;</p> <ul style="list-style-type: none"> • the opposite sex (heterosexual); • the same sex (lesbian or gay); • both sexes (bisexual) 	<p>N/A</p>	<p>N/A</p>
<p>6.9 People who communicate using the Welsh language in terms of correspondence, information leaflets, or service plans and design Well-being Goal – A Wales of vibrant culture and thriving Welsh language</p>	<p>A negative impact was identified during review of Policy.</p>	<p>The Policy will comply with the Welsh Language Scheme by providing bilingual signage for patients, service users and the public.</p>	<p>Review and renew on a gradual basis as required.</p>
<p>6.10 People according to their income related group: Consider people on low income, economically inactive, unemployed/workless, people who are unable to work due to ill-health</p>	<p>The Policy enhances a positive impact and improves standards and overall safety for all individuals according to their income related group.</p>	<p>N/A</p>	<p>N/A</p>

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate. Make reference to where the mitigation is included in the document, as appropriate
6.11 People according to where they live: Consider people living in areas known to exhibit poor economic and/or health indicators, people unable to access services and facilities	The Policy enhances a positive impact and improves standards and overall safety for all individuals according to where they live.	N/A	N/A
6.12 Consider any other groups and risk factors relevant to this strategy, policy, plan, procedure and/or service	No other risk factors have been identified	N/A	N/A

7. HIA / How will the strategy, policy, plan, procedure and/or service impact on the health and well-being of our population and help address inequalities in health?

Questions in this section relate to the impact on the overall health of individual people and on the impact on our population. Specific alignment with the 7 goals of the Well-being of Future Generations (Wales) Act 2015 is included against the relevant sections.

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts and any particular groups affected	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate Make reference to where the mitigation is included in the document, as appropriate
<p>7.1 People being able to access the service offered: Consider access for those living in areas of deprivation and/or those experiencing health inequalities</p> <p>Well-being Goal - A more equal Wales</p>	<p>The impact would be the same as identified in 6.2 Persons with a disability as defined in the Equality Act 2010.</p>	<p>As 6.2</p>	<p>As 6.2</p>
<p>7.2 People being able to improve /maintain healthy lifestyles: Consider the impact on healthy lifestyles, including healthy eating, being active, no smoking /smoking cessation, reducing the harm caused by alcohol and /or non-prescribed drugs plus access to services that support disease prevention (eg immunisation and vaccination, falls prevention). Also consider impact on access to supportive services including smoking cessation services, weight</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts and any particular groups affected	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate Make reference to where the mitigation is included in the document, as appropriate
<p>management services etc</p> <p>Well-being Goal – A healthier Wales</p>			
<p>7.3 People in terms of their income and employment status: Consider the impact on the availability and accessibility of work, paid/ unpaid employment, wage levels, job security, working conditions</p> <p>Well-being Goal – A prosperous Wales</p>	N/A	N/A	N/A
<p>7.4 People in terms of their use of the physical environment: Consider the impact on the availability and accessibility of transport, healthy food, leisure activities, green spaces; of the design of the built environment on the physical and mental health of patients, staff and visitors; on air quality, exposure to pollutants; safety of neighbourhoods, exposure to crime; road safety and preventing injuries/accidents; quality and safety of play areas</p>	The Policy enhances a positive impact and improves standards and overall safety for all individuals according to use of their physical environment.	N/A	N/A

How will the strategy, policy, plan, procedure and/or service impact on:-	Potential positive and/or negative impacts and any particular groups affected	Recommendations for improvement/ mitigation	Action taken by Clinical Board / Corporate Directorate Make reference to where the mitigation is included in the document, as appropriate
and open spaces Well-being Goal – A resilient Wales			
7.5 People in terms of social and community influences on their health: Consider the impact on family organisation and roles; social support and social networks; neighbourliness and sense of belonging; social isolation; peer pressure; community identity; cultural and spiritual ethos Well-being Goal – A Wales of cohesive communities	N/A	N/A	N/A
7.6 People in terms of macro-economic, environmental and sustainability factors: Consider the impact of government policies; gross domestic product; economic development; biological diversity; climate Well-being Goal – A globally responsible Wales	The Policy provides instructions on the classification, management, training and audit with respect to waste management. The policy it will support a positive impact by ensuring that the storage, handling, transport, treatment and/or disposal of waste generated by the UHB is managed to minimise the risks of harm to human health, damage to the environment or detriment of the local amenity.	N/A	N/A

Please answer question 8.1 following the completion of the EHIA and complete the action plan

<p>8.1 Please summarise the potential positive and/or negative impacts of the strategy, policy, plan or service</p>	<p>The Policy is inclusive of all settings and sectors where healthcare is delivered and supported within a healthcare setting. It is believed that the impact of this Policy will be positive for all patients, carers, service users, visitor's, members of staff and public who may use this service.</p> <p>The negative impacts 6.2 Persons with a disability as defined in the Equality Act 2010 has been resolved by providing a foot operated bins with an option of a lid containing a handle for physically impaired individuals, 6.9 People who communicate using the Welsh language in terms of correspondence, information leaflets, or service plans and design will be resolved on a gradual renewal basis.</p>
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Action Plan for Mitigation / Improvement and Implementation

	Action	Lead	Timescale	Action taken by Clinical Board / Corporate Directorate
8.2 What are the key actions identified as a result of completing the EHIA?	Provide bilingual signage for patients, service users and the public on a gradual renewal basis.	Waste Management	Following purchase of new product	Completed
	Purchase foot operated bins with an option of a lid containing a handle for physically impaired individuals.	All purchasers within UHB	When identifying the need of new equipment	Completed
8.3 Is a more comprehensive Equalities Impact Assessment or Health Impact Assessment required? This means thinking about relevance and proportionality to the Equality Act and asking: is the impact significant enough that a more formal and full consultation is required?	No			

	Action	Lead	Timescale	Action taken by Clinical Board / Corporate Directorate
<p>8.4 What are the next steps?</p> <p>Some suggestions:-</p> <ul style="list-style-type: none"> • Decide whether the strategy, policy, plan, procedure and/or service proposal: <ul style="list-style-type: none"> ○ continues unchanged as there are no significant negative impacts ○ adjusts to account for the negative impacts ○ continues despite potential for adverse impact or missed opportunities to advance equality (set out the justifications for doing so) ○ stops. • Have your strategy, policy, plan, procedure and/or service proposal approved • Publish your report of this impact assessment • Monitor and review 	<p>Present reviewed policy and EHIA to Operational Health & Safety Group.</p>	<p>Facilities Manager</p>	<p>March 2017</p>	
	<p>Publish Policy and EHIA to UHB intranet and internet.</p>	<p>Facilities Manager</p>	<p>March 2017</p>	
	<p>Once the Policy and Procedures have been approved by Operational Health & Safety Group they will be reviewed annually within the Environmental Steering Group</p>	<p>Facilities Manager</p>	<p>March 2018</p>	
	<p>When this policy is reviewed, this EHIA will form part of a consultation exercise. This EHIA will be reviewed three years after approval unless changes to terms and conditions, legislation or best practice determine that an earlier review is required. The UHB standard is that all policies are reviewed within 3 years (1 year if a statutory requirement).</p>	<p>Facilities Manager</p>	<p>March 2018</p>	

