

Appendix 2 - Equality Impact Assessment - Standard Assessment Template

Section A: Assessment

Name of Policy Cardiff and Vale Volunteer Framework 2015

Person/persons conducting this assessment with Contact Details

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Date 15th September 2015

1. The Policy

This is an existing Policy recently updated.

What is the purpose of the policy?

The Volunteering Framework will improve the experience of volunteering for people through:

- Creation of clearly defined roles
- Development of a clear recruitment process
- Development of induction and ongoing training and update programme
- Development of management, support and supervision
- Provision of a clear identity for volunteers as individuals and as a team that recognises the value of their contribution
- Development of further opportunities for people with disabilities to volunteer.

Improve the patient experience of healthcare by maximising the added value brought by volunteers through:

- Development of roles that support patients within their package of care
- Continuing and further developing existing volunteer support
- Development of improved volunteer links with Health Board and the wider community.

The Volunteer Framework sets out how Cardiff and Vale UHB will recruit, place and manage volunteers. It is also intended to act as a guide and introduction to the Cardiff and Vale UHB for potential volunteers

How do the aims of the policy fit in with corporate priorities? i.e. Corporate Plan

This policy is linked to the UHBs'

- The Framework on Volunteering fits with the following Policies;
- Health and Safety Policy,
- Equality, Diversity & Human Rights Policy,
- Data Protection Policy, all relevant HR policies e.g. recruitment training
- Bringing Respect to Work – All Wales Dignity at Work Policy, Welsh Language Scheme
- Integrated Medium Term Plan 2015-2017
- Third Sector Strategic Stakeholder Group

Who will benefit from the policy?

The Framework potentially affects a wide range of Departments and services working with volunteers within the Cardiff and Vale UHB.

All staff, patients, service users, volunteers, families of patients and carers.

What outcomes are wanted from this policy?

The design of the Framework and underpinning Operational procedure contributes to the outcomes as it ensures that all of the Equality 'protected characteristics' are covered.

There is an expressed commitment to the involvement of volunteers, and recognition throughout the UHB that volunteering is a two-way process which benefits volunteers and the organisation.

The UHB commits appropriate resources to working with all volunteers, such as money, management, staff time and materials.

The UHB is open to involving volunteers who reflect the diversity of the local community and actively seeks to do this in accordance with its stated aims.

The UHB develops appropriate roles for volunteers in line with its aims and objectives, which are of value to the volunteers.

The UHB is committed to ensuring that, as far as possible volunteers are protected from physical, financial and emotional harm arising from volunteering.

The UHB is committed to using fair, efficient and consistent recruitment procedures for all potential volunteers.

Clear procedures are put into action for introducing new volunteers to their role, the UHB, its work, policies, practices and relevant personnel

Are there any factors that might prevent outcomes being achieved? (e.g. Training/practice/culture/human or financial resources)

Substantive funding of the role of the Volunteer Manager and additional supporting costs (expenses, uniforms, admin)

The UHB needs to take account of the varying support and supervision needs of volunteers.

The whole UHB is aware of the need to give volunteers recognition.

As long as an appropriate infrastructure is provided, involving volunteers will have a positive impact on public service delivery, however poor support could well lead to a poor outcome. (Referenced from The Commission on the future of Volunteering 2008 Manifesto for change)

2. Data Collection

What qualitative data do you have about the policy relating to equalities groups (e.g. monitoring data on proportions of service users compared to proportions in the population)?

What quantitative data do you have on the different groups¹⁶ (e.g. findings from discussion groups, information from comparator authorities)?

Please indicate the source of the data gathered? (e.g. Concerns/Service/Department/Team/Other)
 What gaps in data have you identified? (Please put actions to address this in your action plan?)
 Advert for Meet and Greet welcoming people with experience of Mental Health
..\..\adverts\Volunteer ADVERT Meet and Greet 21-4-15_Layout 1.pdf

Certain demographic information is being recorded, however this could be deemed as a gap in equality data and we would be willing to develop a monitoring form for future use.

Count of Ethnic Group	
Ethnic Group	Total
Any other mixed background	3
Asian Bangladeshi	15
Chinese	5
White British	271
No Response	580
Any Other White Background	13
Indian	12
White and Black Caribbean	3
Pakistani	3
Black African	16
Any Other Ethnic Group	8
I do not wish to disclose	1
White and Black African	1
Mixed White Asian	1
(blank)	
Any Other Black background	1
Irish	1
Grand Total	934

Gender	Total
Female Active	443
Male Active	127
Total	570
Female inactive	289
Male Inactive	84
Total	373

Race	<p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015 The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p> <p>Volunteering for Health: What impact does it really have?' Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008</p> <p>Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.</p> <p>Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA</p> <p>Volunteering in the Public Services: Health and Social Care (Baroness Neuberger's review as the governments Volunteering Champion2008)</p>
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	<p>Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011.</p> <p>Investing in Volunteers UK quality Standards.</p> <p>WCVA best practice guidelines Volunteering Compact Code of Good Practice (England) revised 2005 Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation “A Friendly Face at The Bedside” Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16</p> <p>Local recruitment policies HR Department Google searches 02 June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas. Hard and electronic copies kept on all research above</p>
<p>Disability</p>	<p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015 The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p> <p>Volunteering for Health: What impact does it really have?’ Report commissioned by Volunteering</p>

England and carried out by the University of Wales, Lampeter 2008.

Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.

Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA

Volunteering in the Public Services: Health and Social Care (Baroness Neuberger's review as the governments Volunteering Champion2008)

Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011.

Hard copies kept as evidence.

Investing in Volunteers UK quality Standards.

WCVA best practice guidelines

Volunteering Compact Code of Good Practice (England)revised 2005

Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation “A Friendly Face at The Bedside”

Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16

Local recruitment policies HR Department

	<p>Google searches 02 June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas</p> <p>Hard copies of this Google search will be kept as evidence.</p>
<p>Gender Reassignment</p>	<p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015 The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p> <p>Volunteering for Health: What impact does it really have? Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008.</p> <p>Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.</p> <p>Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA</p> <p>Volunteering in the Public Services: Health and Social Care (Baroness Neuberger’s review as the governments Volunteering Champion 2008)</p> <p>Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011. Hard copies kept as evidence.</p> <p>Investing in Volunteers UK quality Standards.</p>

	<p>WCVA best practice guidelines</p> <p>Volunteering Compact Code of Good Practice (England) revised 2005</p> <p>Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation “A Friendly Face at The Bedside”</p> <p>Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16</p> <p>Local recruitment policies HR Department</p> <p>Google searches 02 June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas</p> <p>Hard copies of this Google search will be kept as evidence.</p>
<p>Sex</p>	<p>There is no evidence to suggest from the evidence collated that this group will be discriminated against.</p> <p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015</p> <p>The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p>

Volunteering for Health: What impact does it really have?' Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008.

Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.

Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA

Volunteering in the Public Services: Health and Social Care (Baroness Neuberger's review as the governments Volunteering Champion 2008)

Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011.
Hard copies kept as evidence.

Investing in Volunteers UK quality Standards.

WCVA best practice guidelines

Volunteering Compact Code of Good Practice (England) revised 2005

Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation "A Friendly Face at The Bedside"

Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16

Local recruitment policies HR Department

	<p>Google searches June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas</p> <p>Hard copies of this Google search will be kept as evidence.</p>
<p>Sexual Orientation</p>	<p>There is no evidence to suggest from the evidence collated that this group will be discriminated against.</p> <p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015</p> <p>The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p> <p>Volunteering for Health: What impact does it really have?’ Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008.</p> <p>Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.</p> <p>Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA</p> <p>Volunteering in the Public Services: Health and Social Care (Baroness Neuberger’s review as the governments Volunteering Champion2008)</p>

	<p>Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011. Hard copies kept as evidence.</p> <p>Investing in Volunteers UK quality Standards.</p> <p>WCVA best practice guidelines</p> <p>Volunteering Compact Code of Good Practice (England) revised 2005 Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation “A Friendly Face at The Bedside”</p> <p>Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16 Local recruitment policies HR Department</p> <p>Google searches June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas</p> <p>Hard copies of this Google search will be kept as evidence.</p>
<p>Age</p>	<p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015</p> <p>The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p>

Volunteering for Health: What impact does it really have?' Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008.

Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.

Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA

Volunteering in the Public Services: Health and Social Care (Baroness Neuberger's review as the governments Volunteering Champion 2008)

Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011.
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Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation "A Friendly Face at The Bedside"

Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16

Local recruitment policies HR Department

Google searches June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas

	<p>Hard copies of this Google search will be kept as evidence.</p>
<p>Religion / Belief</p>	<p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action Welsh Government Volunteering Policy 2015 The Kings Fund Volunteering in Health and Care 2013 Report</p> <p>Institute for Volunteering Research Investing in Volunteers Impact Assessment 2013</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering September 2015</p> <p>Volunteering for Health: What impact does it really have? Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008.</p> <p>Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.</p> <p>Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA</p> <p>Volunteering in the Public Services: Health and Social Care (Baroness Neuberger’s review as the governments Volunteering Champion2008)</p> <p>Review of Refreshed Strategy for Volunteering in the NHS Scotland pages 13-15 diversity of volunteers in the health board March 2011.</p> <p>Hard copies kept as evidence.</p> <p>Investing in Volunteers UK quality Standards.</p> <p>WCVA best practice guidelines Volunteering</p>

	<p>Compact Code of Good Practice (England) revised 2005</p> <p>Abertawe Bro Morgannwg NHS Trust Volunteer Project Evaluation “A Friendly Face at The Bedside”</p> <p>Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2012-16</p> <p>Local recruitment policies HR Department</p> <p>Google searches 02 June 2011 on equality and recruitment of volunteers resulted in 91 pages of evidence, strategy, and policy from local, community, health boards and private sector areas</p> <p>Hard copies of this Google search will be kept as evidence.</p>
<p>Welsh Language</p>	<p>Volunteering for Health: A research report produced for the Welsh Assembly Government December 2004. Helen Jones, Volunteering Unit, Wales Council for Voluntary Action</p> <p>Welsh Government Volunteering Policy 2015</p> <p>Volunteering for Health: Report commissioned by Volunteering England and carried out by the University of Wales, Lampeter 2008.</p> <p>Commission of the Future of Volunteering (2008), Manifesto for Change – Towards a strategy to support volunteering in health and social care: Consultation of Health 2008.</p> <p>Information above referenced from Hywel Dda Health Board Policy on Volunteers EqIA</p> <p>Wales Council for Voluntary Action document 4.6 Equality and Diversity in volunteering</p>

	<p>September 2015 Induction documents brief on the Welsh Language Scheme</p> <p>In order to respect equality and ensure social inclusion here in Wales, organisations are increasingly looking to operate bilingually. The publication of the Welsh Governments Document '<i>laith Pawb –a National Plan for a Bilingual Wales in 2003</i>' and commitment to 'Wales becoming a truly bilingual country' has further promoted the benefits of bilingualism referenced from(WCVA) Wales Council for Voluntary Action</p> <p>Welsh Assembly Government Single Equality Scheme 2009-2012 This has been superseded by their Strategic Equality Plan 2016-20</p>
<p>Marriage and Civil Partnership</p>	<p>Google Searched Marriage and Civil Partnership rights for volunteers Produced 83 pages relating to information on various topics in relation to Marriage and Civil Partnership. Volunteers are regularly mentioned in this research in reference to the Equality Act 2010 Hard copies of this Google search will be kept as evidence.</p>
<p>Human Rights</p>	<p>The aim and objections of this strategy takes into account Human Rights issues. It is noted that the volunteers rights regarding being treated in a degrading way or being forced to work outside of their volunteer role is recognised in the framework and induction of all volunteers with reference to settling differences whilst volunteering.</p>

Research

<http://www.nottingham.ac.uk/education/documents/research/news/1415/lifelong-learning-dimensions-of-volunteering-vincent-kim-ming-law.pdf>

Based on Schugurensky suggestions, the author of this research takes the view that lifelong learning policy consideration should be promoted to maximize the benefits of volunteering to society overall through such the UHB policy. One of the things they recommend is Develop a mechanism that provides equal learning opportunities for volunteers that are not affected by such factors as gender, race, age, professional background or disability. Due to different factors, volunteering opportunities may be less accessible to some volunteers than others. Therefore, a fair system can encourage more participation and learning. Promote more organizational learning by developing activities to put both individual and group learning into a social context. There should be more opportunities for groups to collectively reflect within the organization and with other groups.

<http://www.ivr.org.uk/images/stories/Institute-of-Volunteering-Research/Migrated-Resources/Documents/C/choice-blend-report-for-printing.pdf>

This link to the research identifies images and perceptions of volunteering by different groups. It found that there was some reinforcement of the view that 'volunteering' struggles to rise above its limited image, especially in some sectors of the population. It was noted, nevertheless, that this was a less dominant view in 2003 than previous research experiences have revealed. So perhaps the widening of participation (*among young people and BME people, for example*) and the raised profile of volunteering are beginning to make an impact.

The literature appears to confirm that volunteering has great trouble shaking off its dominant image – 'the culprit is the v-word itself, with its inevitable blue-rinse connotations...' (Lukka & Ellis, 2001; Little 2001). Negative or stereotypical images of 'volunteers' and 'volunteering' are a particular deterrent for young people and for BME people, but also affect elderly people, and minority groups such as disabled people and gay people, who feel they do not fit organisations' preferred volunteer profile (Niyazi, 1996; Gaskin, 1998 & 2003; Lukka & Ellis, 2001). As a result..., individuals who are potential volunteers but who do not conform to, or identify with, this dominant construct are inadvertently excluded from 'volunteering'. (Lukka & Ellis, 2001)

In terms of disability [Volunteering is good for your health, study \(http://www.doctoroz.com/blog/donna-cardillo-rn-ma/volunteering-good-your-health-and-your-career\)](http://www.doctoroz.com/blog/donna-cardillo-rn-ma/volunteering-good-your-health-and-your-career)

Highlights of a study by the UnitedHealth Group, the Optimum Institute and Mashable, at <https://www.freelancersunion.org/blog/2014/06/04/volunteering-good-your-health-new-study-says/> finding a link between volunteering and better physical, mental, and emotional health.

Here are some of the findings:

78% said that volunteering helped lower their stress levels.

94% said that volunteering helped to improve their moods.

96% said that volunteering enriched their sense of purpose in life

3. Impact

Please answer the following

Consider the information gathered in section 2 above of this assessment form, comparing monitoring information with census data as appropriate (see www.ons.gov.uk Office National Statistics website) and considering any other earlier research or consultation. You should also look at the guidance in Appendix 1 with regard to the protected characteristics stating the impact and giving the key reasons for your decision.

Do you think that the policy impacts on people because of their age? (This includes children and young people up to 18 and older people)

The Framework support all ages and as an organisation have volunteers from age 17 up to age 88 we have in place a minimum age of seventeen to ensure that young volunteers are supported with age appropriate roles, for example patient survey roles and befriending in patient appropriate areas. There are areas which would not be suitable for under 18s and this is reflected in the roles that this age group are recruited to.

There is no upper age limit as some research says that the perception of volunteering can negatively “affect elderly people”

Do you think that the policy impacts on people because of their caring responsibilities?

Many of the volunteer roles are available on different days and different hours of the working day/week, this enables volunteers to arrange carer support.

The evidence suggests that there is a positive impact on the policy for carers as the policy encourages the working together of volunteers and carers.

An example

Full time carer supports a current volunteer who is completely dependent to befriend on one of the older persons ward at the Health Board

Do you think that the policy impacts on people because of their disability? (This includes Visual impairment, hearing impairment, physically disabled, Learning disability, some mental health issues, HIV positive, multiple sclerosis, cancer, diabetes and epilepsy.)

There is a broad evidence base that if 'reasonable adjustment' is not made for some disabled people they will be disadvantaged. The Framework takes account of this to ensure equality. The equality training in relation to the policy will include disability considerations. [Volunteering is good for your health, study http://www.doctoroz.com/blog/donna-cardillo-rn-ma/volunteering-good-your-health-and-your-career](http://www.doctoroz.com/blog/donna-cardillo-rn-ma/volunteering-good-your-health-and-your-career)

Highlights of a study by the UnitedHealth Group, the Optimum Institute, and Mashable finding a link between volunteering and better physical, mental, and emotional health. Based on this, it would appear that this would result in a positive impact

Do you think that the policy impacts on people because of Gender reassignment? (This includes Trans transgender and transvestites)

The equality training in relation to the policy will include transgender considerations. There is no evidence identified that the Framework will disadvantage transgender people as it aims to be inclusive of all. However, it is known that Trans people may not necessarily wish to come forward based on perceptions. The issue of people's perceptions of 'volunteering', 'volunteer' and voluntary work has been highlighted for some time. Improving the image and appeal of volunteering involves the promotion of

volunteering activities and opportunities through publicity and regular advertising. The UHB approach is informative and inclusive, so that people are aware that different backgrounds, interests, motivations and degrees of commitment are catered for.

An example

Volunteer recruited whilst going through gender reassignment looking to further develop communication and understanding of being part of a health care environment

Do you think that the policy impacts on people because of their being married or in a civil partnership?

There is no evidence to suggest that the Framework will disadvantage this group, we risk assess when appropriate to ensure full support is given to those who are married or in a civil partnership. The issue of people's perceptions of 'volunteering', 'volunteer' and voluntary work has been highlighted for some time.

Improving the image and appeal of volunteering involves the promotion of volunteering activities and opportunities through publicity and regular advertising. The UHB approach is informative and inclusive, so that people are aware that different backgrounds, interests, motivations and degrees of commitment are catered for.

Do you think that the policy impacts on people because of their being pregnant or just having had a baby?

There is no evidence to suggest that the Framework will disadvantage this group, we risk assess when appropriate to ensure full support is given to pregnant volunteers'

Do you think that the policy impacts on people because of their race? (This includes colour, nationality and citizenship or ethnic or national origin such as Gypsy and Traveller Communities.)

There is no evidence identified that the Framework will disadvantage people of different religions/beliefs or non belief as the Framework aims to be inclusive of all. The equality training in relation to the policy will include religion and belief considerations. However, evidence suggests that the issue of people's perceptions of 'volunteering', 'volunteer' and voluntary work has been highlighted for some time. Improving the image and appeal of volunteering involves the promotion of volunteering activities and

opportunities through publicity and regular advertising. The UHB approach is informative and inclusive, so that people are aware that different backgrounds, interests, motivations and degrees of commitment are catered for.

Do you think that the policy impacts on people because of their religion, belief or non-belief? (Religious groups cover a wide range of groupings the most of which are Buddhist, Christians, Hindus, Jews, Muslims, and Sikhs. Consider these categories individually and collectively when considering impacts)

There is no evidence identified that the policy will disadvantage people of different races or nationality as the policy aims to be inclusive of all. The equality training in relation to the policy will include race and cultural considerations. The issue of people's perceptions of 'volunteering', 'volunteer' and voluntary work has been highlighted for some time.

Improving the image and appeal of volunteering involves the promotion of volunteering activities and opportunities through publicity and regular advertising. The UHB approach is informative and inclusive, so that people are aware that different backgrounds, interests, motivations and degrees of commitment are catered for.

An Example

Volunteers from varying religious beliefs support our service users through the Chaplaincy Volunteer Project.

Do you think that the policy impacts on men and woman in different ways?

There is no evidence identified that the policy will disadvantage women or men as it aims to be inclusive of all. The equality training in relation to the policy will include gender considerations. The issue of people's perceptions of 'volunteering', 'volunteer' and voluntary work has been highlighted for some time. Improving the image and appeal of volunteering involves the promotion of volunteering activities and opportunities through publicity and regular advertising. The UHB approach is informative and inclusive, so that people are aware that different backgrounds, interests, motivations and degrees of commitment are catered for.

Volunteering within the Health Board female volunteers make up three quarter to male one quarter. National data on male to female ratio <http://data.ncvo.org.uk/a/almanac13/fast-facts-2/> (google search)

Do you think that the policy impacts on people because of their sexual orientation? (This includes Gay men, heterosexuals, lesbians and bisexuals)

There is no evidence identified that the policy will disadvantage people of different sexual orientations as the policy aims to be inclusive of all. The equality training in relation to the policy will include sexual orientation considerations. However, it is noted that some groups do not feel they 'fit' an organisations perception of what a volunteer is. Improving the image and appeal of volunteering involves the promotion of volunteering activities and opportunities through publicity and regular advertising. The UHB approach is informative and inclusive, so that people are aware that different backgrounds, interests, motivations and degrees of commitment are catered for.

Do you think that the policy impacts on people because of their Welsh language?

The rights of Welsh speakers to receive a service through the medium of Welsh will be taken account of in the training provided.

For volunteers who have Welsh language skills, it will improve their skill levels because they will be able to use the language in healthcare environment with people undergoing healthcare treatment. This may be especially true for those volunteers who have limited Welsh language skills or learnt it as second language.

Patients – the Framework will be very beneficial for patients, especially for those who find it much easier to talk in Welsh. Being able to have a social/friendly chat with a welsh language speaking volunteer will guard against loneliness/isolation in a hospital environment, making them feel more at home.

4. Summary.

Which equality groups have positive or negative impacts been identified for (i.e. differential impact).

Is the policy directly or indirectly discriminatory under the equalities legislation? No

If the policy is indirectly discriminatory can it be justified under the relevant legislation? N/A

There is much evidence in each of the nine categories to confirm that there is already existing work, research in many organisations at local, national level to support a Volunteer Framework and to demonstrate that such an approach can address equality issues

The Framework aims to be inclusive of all and it appears that there will be an overall positive impact. Equality training in relation to the Framework will include the protected characteristics. The Volunteer Framework and underpinning Operational Procedure sets out how Cardiff and Vale University Health Board will recruit, place and manage volunteers whilst ensuring that when recruiting volunteers we must take action to:

- eliminate unlawful discrimination, harassment, victimisation and other conduct
- advance equality of opportunity between persons who share a protected characteristic and those who do not; and
- promote good relations between persons who share a protected characteristic and those who do not.

The Patient Experience Department are directly involved with this Framework and Operational Procedure

The Framework potentially affects a wide range of departments and services within the Health Board

The design of the Framework and Operational Procedure contributes to the outcomes as it ensures that all of the protected characteristics are covered.

The aim and objectives of this Framework takes into account Human Rights issues.

It is noted that the volunteers rights regarding being treated in a degrading way or being forced to work outside of their volunteer role is recognised in the framework and induction of all volunteers with reference to settling differences whilst volunteering.

Appendix 3

Cardiff and Vale University Health Board Action Plan

Section B: Action

5. Please complete your action plan below. Issues you are likely to need to address include

- What **consultation** needs to take place with equality groups (bearing in mind any relevant consultation already done and any planned corporate consultation activities?)

This is a review and update of the original Volunteer Framework EQIA produced in 2012.

Consultation has been had with:

Keithley Wilkinson Equality Manager Cardiff and Vale University Health Board and representative of the Rainbow Flag and LGBT Network.

Alun Williams Welsh Language Office Cardiff and Vale University Health Board.

Third Sector Stakeholder Groups

Developing Volunteer Group

- What **monitoring/evaluation** will be required to further assess the impact of any changes on equality target groups?

The EQIA will be monitored at regular intervals via the Developing Volunteering working group which meets six monthly and will be reviewed in line with current guidelines of the Health Boards Volunteer Framework and underpinning Operational Procedure.

Equalities Impact Assessment Implementation Mitigation/Action Plan

Issue to be addressed	Responsible Officer	Action Required	Timescale for completion	Action Taken	Comments

6. Report, publication and Review

Please record details of the report or file note which records the outcome of the EQIA together with any actions / recommendations being pursued (date, type of report etc)

This is an update to the original EQIA undertaken in 2012, outcome and recommendations are listed within appendix 4.

Please record details of where and when EQIA results will be published

The Volunteer Framework and EQIA will be published on the intranet and internet once approval has been given.

Please record below when the EQIA will be subject to review.

The EQIA will be subject to review in July 2018 (three years after approval of the Volunteer Framework

Name of person completing Michelle Fowler Volunteer Service Manager

Signed *Michelle Fowler*

Date: 23.10.15 _____

Name of Responsible Executive/Clinical Board Director Authorising Assessment and Action Plan for publication Insert

Ruth Walker name Ruth Walker _____

Signed: _____

Date: 22/10/15_____

Appendix 4

Format for publication of EQIA results Executive Summary

The responsibility for implementing the scheme falls to all employees and UHB Board members, volunteers, agents or contractors delivering services or undertaking work on behalf of the UHB.

After considering all the evidence indicated it is clear that the policy will have an overwhelming positive impact. This is the intention not only of the equality, Welsh language and human rights legislation but also of this policy, which adheres to that legislation.

Background

Cardiff and Vale UHB is committed to ensuring that, as far as is reasonably practicable, the way we provide services to the public and the way we treat our staff, patients, volunteers, Third Sector Groups and others reflects their individual needs and does not discriminate, harass or victimise individuals or groups. These principles run throughout this specific policy.

The Framework operates within the principles of the 2010 Equality Act, Human Rights Act 1998 and the Welsh Language Act 1993 and Welsh Language (Wales) Measure 2011 as well as other related UHB policies such as flexible working and Dignity at Work policies.

Involvement in the update and review included Representative from Cardiff and Vale University Health Boards' Lesbian, Gay, Bisexual and Transgender Rainbow Network, Equality Manager and the Welsh Language Officer. Other groups involved were the Health Boards Developing Volunteering Group and Third Sector Strategic Group

The scope of the EQIA

The likely affects were assessed through looking at statistical, research, previous and other related EQIA policies and through consultation through invested stakeholders. The data included volunteer data broken down by protected characteristics which assisted with the underpinning inclusive and comparative approach. It was felt that the comments were received were valid, and necessary for the UHB to demonstrate its commitment to equality, diversity and human rights as well as demonstrating that we would listen and act upon the views of others.

Key findings

There was overwhelming evidence and support for the need to have such a Framework to demonstrate UHB commitment to the equality, diversity and human rights agenda. It was clear that the impact would overall be positive, particularly as the Framework recognises that sometimes people need to be treated differently so as to achieve an inclusive workplace.

Some of the wording of the Framework was changed and inclusive mention made of specific issues as a result of the consultation.

Recommendations

There were no significant changes to the proposed Framework other than updating the terminology used to ensure more effective communication and clarity.

It is recommended that this Framework is reviewed in line with the current guidelines of the UHB, unless there is a change in relevant legislation in which case, the Framework should be reviewed within 6 months of any new legislation and changes made accordingly. The Framework will be monitored and reviewed by the Developing Volunteering Working Group.

It will be issued via the intranet, internet and a link on the Volunteer page of the Cardiff and Vale Health Board Internet site.