

## **Energy Policy - Equality Impact Assessment August 2019**

**Approved - as part of the policy for the production, consultation, approval, publication and dissemination of strategies, policies, procedures and guidelines 20 April 2011**

All Public Sector bodies have a legal duty to undertake an equality impact assessment (EqIA) as a requirement of the equality legislation.

EqIA's provide a systematic way of ensuring that legal obligations are met and are a practical means of examining new and existing policies and practices to determine what impact they may have on equality for those affected by the outcomes.

The process itself ensures that individual staff, managers and teams think carefully about, and record, the likely impact of their work on staff, patients and other members of the community.

The need for collection of evidence to support decisions and for consultation mean the most effective and efficient EqIA is conducted as an integral part of policy development, with the EqIA commenced at the outset.

The documentation consider the effects that decisions, policies or services have on people on the basis of their gender, race, disability, sexual orientation, religion or belief, age, Welsh Language and human rights. Assessing impact across a broad range of equality dimensions (not just those required by law), helps organisations to embed equality and human rights and assist them in the delivery of their services.

Policies will not be approved by the Board/Sub Committee of the Board without a completed EqIA Report.

For further information or advice, contact the Diversity, Equality & Standards Manager.

### 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).

<b>Step 1 – Preparation</b>		
1.	<b>Title of Policy</b> - what are you equality impact assessing?	Energy Policy
2.	<b>Policy Aims and Brief Description</b> - what are its aims? Give a brief description of the Policy (The What, Why and How?)	Managing the usage of all forms of Energy within Health Board premises is done so, in a controlled and sustainable manner, to reflect the financial, environmental, and green initiatives instigated by or placed upon the Health Board.
3.	<b>Who Owns/Defines the Policy?</b> - Who is responsible for the Policy/work?	Health Board Estates Department
4.	<b>Who is Involved in undertaking this EqIA?</b> - Who are the key contributors and what are their roles in the process?	Health Board Estates Department includes Technical Services Manager and Officer, Operational Managers and Authorised Persons.
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 will be used as the basis for the on-going review and implementation of Health Board Energy Reduction Strategy.
6.	<b>Stakeholders</b> - Who is involved with or affected by, this Policy?	All staff and managers who are responsible for Energy consumption.

**Step 1 – Preparation**

7.	<b>What might help/hinder the success of the policy?</b> These could be internal or external factors.	The Policy will be successful providing all staff adhere to it.
----	---	---

## Form Two – Information Gathering

Is the policy relevant to the public duties relating to each equality strand. Tick as appropriate.							
	Race	Disability	Gender	Sexual Orientati	Age	Religion Belief	Welsh Language
Is the policy relevant to “eliminating discrimination and eliminating harassment?”	NO	NO	NO	NO	NO	NO	NO
Is the policy relevant to “promoting equality of opportunity?”	NO	NO	NO	NO	NO	NO	NO
Is the policy relevant to “promoting good relationships and positive attitudes?”	NO	NO	NO	NO	NO	NO	NO
Is the policy relevant to “encouragement of participation in public life?”	NO	NO	NO	NO	NO	NO	NO
In relation to disability, is the policy relevant to “take account of difference, even if it involves treating some individuals more favourably?”	NO	NO	NO	NO	NO	NO	NO

The Human Rights Act contains 15 rights, all of which NHS organisation have a duty to act compatibly with and to respect, protect and fulfil. The 7 rights that are particularly relevant to healthcare are listed below. For a fuller explanation of these rights and other rights in the Human Rights Act please refer to **Appendix A: The Legislative Framework.**

Consider the relevance of your Policy to these Human Rights and list any available information to suggest the Policy may interfere with, or restrict the enjoyment of these rights.

**The right to life**

N/A

**The right not be tortured or treated in an inhuman or degrading way**

N/A

**The right to liberty**

N/A

**The right to a fair trial**

N/A

**The right to respect for private and family life, home and correspondence**

N/A

**The right to freedom of thought, conscience and religion**

N/A

**The right not be discriminated against in relation to any of the rights contained in the Human Rights Act**

N/A

Equality Strand	Evidence Gathered
Race	N/A
Disability	N/A
Gender	N/A
Sexual Orientation	N/A
Age	N/A
Religion or Belief	N/A
Welsh Language	N/A

**Form 3: Assessment of Relevance and Priority**

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

**Scoring Chart A: Evidence Available**

**Scoring Chart B: Potential Impact**

**Scoring Chart C: Impact Decision**

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

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

-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>	Energy Policy
<b>Organisation:</b>	Swansea Bay University Health Board
<b>Name:</b> <b>Title:</b> <b>Department:</b>	Des Keighan Assistant Director of Operations (Estates) Estates
<b>Summary of Assessment:</b>	This Policy has been subject to a full equality assessment and no impact has been identified.
<b>Decision to Proceed to Part B Equality Impact Assessment:</b>	No No impact identified in part A



### 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.

	<b>Action(s) proposed or taken</b>	<b>Reasons for action(s)</b>	<b>Who will benefit?</b>	<b>Who is responsible for this action(s)?</b>	<b>Timescale</b>
What <b>changes</b> have been made as a result of the EqIA?					
Where a Policy may have a differential impact on certain groups, state what arrangements are in place or are proposed to <b>mitigate</b> these impacts?					

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

<b>Date:</b>	15.01.20
<b>Monitoring Arrangements:</b>	None
<b>Review Date:</b>	August 2022
<b>Signature of all Parties:</b>	Des Keighan

## Training Impact Assessment

If training requirements are identified a policy training impact assessment is to be completed and forwarded to the Workforce and Organisational Development Directorate

### 1. Will training be required as a result of the policy?

Yes	Proceed to question 2
No	If no, please state how this policy will be communicated within the UHB

### 2. Please complete the following information relating to training

Course/ policy title	
Course type	
Reference to KSF/NMC Dimensions	
Target Audience (refers to scope of policy)	
Course / policy training objectives	
Course / policy training content	
Duration of course / programme	
Name of trainer (or policy lead)	
Approximate cost of providing training	
Please embed lesson plan, link to e-learning, presentation or other relevant learning material	