

Equality & Health Impact Assessment for

Statutory and Mandatory Training 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 required
- 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	PHW 04
2.	Name of Clinical Board / Corporate Directorate and title of lead member of staff, including contact details	People and Organisational Development Lisa Whiteman – Interim Assistant Director of OD and Learning 02920 104255
3.	Objectives of strategy/ policy/ plan/ procedure/ service	All staff working within Public Health Wales (including volunteers, temporary staff and those on honorary contracts) are required to demonstrate essential knowledge and skills set out either in law or those which have been mandated either by Welsh Government, the NHS in Wales or by Public Health Wales itself. This policy sets out

		what that training is, the legislative/regulatory framework it sits in, how to access learning and responsibilities.
4.	<p>Evidence and background information considered. For example</p> <ul style="list-style-type: none"> • population data • staff and service users data, as applicable • 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 <p>Population pyramids are available from Public Health Wales Observatory and the 'Shaping Our Future Wellbeing' Strategy provides an overview of health need.</p>	<p>Staff groups – ESR UK Core Skills Training Framework Welsh Language Scheme/Standards 2018 National Training Framework – Violence Against Women, Domestic Abuse and Sexual Violence (2015) Act Good Work – A Dementia Learning & Development Framework for Wales</p>
5.	Who will be affected by the strategy/ policy/ plan/ procedure/ service	All staff, including volunteers, temporary staff and those on honorary contracts

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</p> <p>For most purposes, the main categories are:</p> <ul style="list-style-type: none"> • under 18; • between 18 and 65; and • over 65 	<p>There should be no positive or negative impact on any specific age groups</p>		
<p>6.2 Persons with a disability as defined in the Equality Act 2010</p> <p>Those with physical impairments, learning disability, sensory loss or impairment, mental health conditions, long-term medical conditions such as diabetes</p>	<p>Persons with learning disabilities may be affected and anyone using assistive technology for sight and/or hearing loss</p> <p>Persons on long-term sickness may be 'out of compliance' in reporting</p>	<p>Where identified, the technology should be tested at national level. Subject matter experts exist in the organisation and can run 121 coaching sessions if e-learning is unsuitable – if other delivery methods exist (such as workbook or classroom), they can be deployed</p> <p>Exception reporting in the directorate</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>6.3 People of different genders: Consider men, women, people undergoing gender reassignment</p> <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>There should be no positive or negative impact on any gender or person undergoing gender reassignment</p>		
<p>6.4 People who are married or who have a civil partner.</p>	<p>There should be no positive or negative impact on anyone who is married or has a civil partner</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>Women on maternity leave may be 'out of compliance' for the duration of their leave</p>	<p>Individuals should be compliant at all times and steps can be taken to ensure training due during a period of leave is completed before it starts. Individuals may also opt to use KIT days to complete/attend training</p>	

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		and/or managers can provide exception reporting.	
<p>6.6 People of a different race, nationality, colour, culture or ethnic origin including non-English speakers, gypsies/travellers, migrant workers</p>	<p>There should be no positive or negative impact on anyone on the basis of nationality, race, colour, culture or ethnic origin.</p> <p>Non-English speakers will be unable to access the e- learning and alternative methods will be sought, however Public Health Wales are committed to offering opportunities to complete health and safety related training in Welsh where reasonable and practicable to do so,</p>	<p>All posts within Public Health Wales and hosted organisations require English speakers (or bilingual English/Welsh speakers).</p> <p>The OD and Learning team will monitor the demand for and provision of training in the medium of Welsh.</p>	
<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>There should be no positive or negative impact on anyone on the basis of religious belief/no religious belief</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>6.8 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>There should be no positive or negative impact on anyone on the basis of sexual attraction.</p>		
<p>6.9 People who communicate using the Welsh language in terms of correspondence, information leaflets, or service plans and design</p> <p>Well-being Goal – A Wales of vibrant culture and thriving Welsh language</p>	<p>Welsh speakers will be given the opportunity to access health and safety related training in Welsh where reasonable and practicable to do so.</p>	<p>Ongoing monitoring of the demand for and provision of training in Welsh.</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>There should be no positive or negative impact on anyone in any income related group</p>		
<p>6.11 People according to where they live: Consider people living</p>			

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in areas known to exhibit poor economic and/or health indicators, people unable to access services and facilities	There should be no positive or negative impact on anyone according to where they live		
6.12 Consider any other groups and risk factors relevant to this strategy, policy, plan, procedure and/or service			

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>There should be no positive or negative impact on anyone experiencing health inequalities</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</p>	<p>The requirement to complete statutory and mandatory should not impact on an individual's ability to improve/maintain a healthy lifestyle – some topics will encourage health improvement (e.g. manual handling)</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>prevention (eg immunisation and vaccination, falls prevention). Also consider impact on access to supportive services including smoking cessation services, weight 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>	<p>There should be no positive or negative impact on anyone in terms of their employment status</p>		
<p>7.4 People in terms of their use of the physical environment:</p>	<p>There should be no positive or negative impact on anyone in</p>		

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<p>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 and open spaces</p> <p>Well-being Goal – A resilient Wales</p>	<p>terms of their physical environment</p>		
<p>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</p>	<p>There should be no positive or negative impact on anyone in terms of social and community influences</p>		

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<p>pressure; community identity; cultural and spiritual ethos</p> <p>Well-being Goal – A Wales of cohesive communities</p>			
<p>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</p> <p>Well-being Goal – A globally responsible Wales</p>	<p>There should be no positive or negative impact on anyone in terms of any macro economic, environmental and sustainability factors</p>		

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>Persons with learning disabilities and/or a condition impacting sight or hearing may experience challenges accessing/completing the learning Persons on long term sick or parental leave may be reported as non compliant Persons who prefer to communicate in welsh currently have limited access to welsh courses</p>
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Action Plan for Mitigation / Improvement and Implementation

	Action	Lead	Timescale	Action taken by Clinical Board / Corporate Directorate
<p>8.2 What are the key actions identified as a result of completing the EHIA?</p>	<p>Put in a process for assessing the demand for and recording/reporting the provision of training delivered in Welsh.</p>	<p>Lisa Whiteman/ Lisa Jones</p>	<p>November 2019</p>	
<p>8.3 Is a more comprehensive Equalities Impact Assessment or Health Impact Assessment required?</p> <p>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?</p>	<p>No</p>			

	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>Policy should continue unchanged and managers may adjust reporting on the basis of any issue identified within this document, in partnership with the Organisational Development team while actions are undertaken</p>	<p>Lisa Whiteman</p>	<p>Ongoing</p>	