

**EQUALITY IMPACT ASSESSMENT (EIA)
POLICY FOR THE MANAGEMENT, IDENTIFICATION AND
AUTHORISATION OF POLICIES AND PROCEDURES**

Step 1 – Preparation		
1.	Title of Policy	OP1 Policy for the Management, Identification and Authorisation of Policies and Procedures
2.	Policy Aims and Brief Description -	The CTUHB OP1 Policy for the Management, Identification and Authorisation of Policies and Procedures provides a framework which stipulates that organisational policies are established, applied, monitored and reviewed consistently and appropriately across the Health Board.
3.	Who Owns/Defines the Policy? -	Corporate Services
4.	Who is Involved in undertaking this EqIA?	Interim Board Secretary/Director of Corporate Services Deputy Director Workforce & Organisational Development
5.	Other Policies	Records Management Policy Corporate Style Summary
6.	Stakeholders	All managers and staff.
7.	What might help/hinder the success of the policy?	Managers' and employees' understanding and commitment to this policy. The need to be fair and consistent in its application. There is also a need to monitor compliance and ensure that all policies meet the criteria as a minimum.
8.	Is the policy relevant to "eliminating discrimination and eliminating harassment?"	Wherever a conflict arises, the policy will ensure that fair and transparent treatment will be given irrespective of who is involved.
9.	Is the policy relevant to "promoting equality of opportunity?"	The Policy will ensure fair treatment for all and stipulates that all policies should be subject to a full Equality Impact Assessment (EIA).

10 Is the policy relevant to “promoting good relationships and positive attitudes?”	This Policy means they will be treated fairly and consistently.
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Section 2. Impact	
<p>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)</p> <p>No, it applies to all ages</p>	
<p>Do you think that the policy impacts on people because of their caring responsibilities? I.e. would it affect their ability to care for somebody who is primarily dependent on them?</p> <p>No – a fair and consistent approach irrespective of caring responsibilities.</p>	
<p>Do you think that the policy impacts on people because of their disability? E.g. sensory loss, physical disability, Learning disability, some mental health issues</p> <p>No – a fair and consistent approach irrespective of disability.</p>	
<p>Do you think that the policy impacts on people because of Gender reassignment? This includes all people included under trans* e.g. transgender, non-binary, gender fluid etc</p> <p>No – a fair and consistent approach irrespective of gender reassignment.</p>	
<p>Do you think that the policy impacts on people because of their being married or in a civil partnership?</p> <p>The policy is designed to treat all relationships regardless of marital status in the same way.</p>	
<p>Do you think that the policy impacts on people because of their being pregnant or having recently had a baby?</p> <p>No – a fair and consistent approach irrespective of being pregnant or having recently having had a baby.</p>	
<p>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.)</p> <p>No – a fair and consistent approach irrespective of race.</p>	
<p>Do you think that the policy impacts on people because of their religion, belief or non-belief? (Religious groups cover a wide range including Buddhist, Christians, Hindus, Jews, Muslims, and Sikhs)</p> <p>No - a fair and consistent approach irrespective of religion, belief or non belief.</p>	
<p>Do you think that the policy impacts on men and woman in different ways?</p> <p>No – a fair and consistent approach irrespective of gender.</p>	
<p>Do you think that the policy impacts on people because of their sexual orientation? (This includes Gay men, heterosexual, lesbian and bisexual people)</p> <p>No - a fair and consistent approach irrespective of sexual orientation.</p>	
<p>Do you think that the policy impacts on people because of their Welsh language?</p> <p>The Policy is in English only – and can be translated into Welsh if required.</p>	

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.

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 and family life in terms of more time, better patterns of work etc. **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

Section 3 - Outcome Report

Policy Title:	Policy for the Management, Identification and Authorisation of Policies and Procedures
Organisation:	Cwm Taf LHB
Name: Title: Department:	Gwenan Roberts Interim Board Secretary/Director of Corporate Services and Governance, Corporate Services Department, Ynysmeurig House, Abercynon
Summary of Assessment:	This policy is not found to be discriminatory. It is based on good practice for standardising and clarifying care and improving efficiency, productivity, and safety. The purpose of the policies are to cover routine activities and the management of different types of risk. It does not actively promote Equal Opportunities and as such would be considered 'neutral'.
Please indicate where issues have been raised but the policy has not been changed and indicate reasons and alternative action taken where appropriate.	Workforce & OD
Monitoring Arrangements:	Will be monitored annually through the Quality, Safety & Risk Committee.
Review Date: This is usually the same as the policy review date.	Annually.
Signature of all Parties:	Gwenan Roberts