

## Public Health Wales NHS Trust

### Equality and Health Impact Assessment for

### Lone Worker Procedure – Version 2

1.	For service change, provide the title of the Project Outline Document or Business Case and Reference Number (if applicable)	Lone Worker Procedure– Version 2
2.	Name of Directorate/Division and title of lead member of staff, including contact details	Operations and Finance Mark Parsons Head of Estates and Health and Safety Email: <a href="mailto:mark.parsons@wales.nhs.uk">mark.parsons@wales.nhs.uk</a> Tel: 07967 345808
3.	Objectives of strategy/ policy/ plan/ procedure/ service	To ensure that Public Health Wales is in accordance with the Health and Safety at Work Act 1974, Management of Health and Safety at Work Regulations 1999
4.	Evidence and background information considered. For example <ul style="list-style-type: none"><li>• population data</li><li>• staff and service users data, as applicable</li><li>• needs assessment</li><li>• engagement and involvement findings</li><li>• research</li><li>• good practice guidelines</li><li>• participant knowledge</li></ul>	<ul style="list-style-type: none"><li>• Developed in line with statutory requirements</li><li>• Good practice guidance sought from other NHS bodies / NHS standards</li><li>• Discussions with colleagues throughout the IOSH network</li></ul>

	<ul style="list-style-type: none"> <li>• list of stakeholders and how stakeholders have engaged in the development stages</li> <li>• comments from those involved in the designing and development stages</li> </ul> <p>Population pyramids are available from Public Health Wales Observatory.<sup>1</sup></p>	
5.	Who will be affected by the strategy/ policy/ plan/ procedure/ service	All persons employed or engaged by Public Health Wales, including part time workers, temporary and agency workers, those holding honorary contracts and those engaged by the NHS Wales Health Collaborative

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<sup>1</sup> <http://nww2.nphs.wales.nhs.uk:8080/PubHObservatoryProjDocs.nsf>

## 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 Directorate/Division. Make reference to where the mitigation is included in the document, as appropriate
<p><b>6.1 Age</b> For most purposes, the main categories are:</p> <ul style="list-style-type: none"> <li>• under 18;</li> <li>• between 18 and 65; and</li> <li>• over 65</li> </ul>	No impact		
<p><b>6.2 Persons with a disability as defined in the Equality Act 2010</b> Those with physical impairments, learning disability, sensory loss or impairment, mental health conditions, long-term medical conditions such as diabetes</p>	<p>It is noted that disabilities may be a barrier and this will continually be monitored.</p> <p>Managers with the support of People and OD are required to support individuals to ensure there is minimal impact in relation to lone working.</p>	<p>Lone working risk assessment must be completed to ensure where practicable that all appropriate control measures are identified and implemented to maintain a safe working environment. Directorates/divisions/teams and individuals must participate in the risk assessment. Systems such</p>	

<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Directorate/Division.</b> Make reference to where the mitigation is included in the document, as appropriate
		as 'Buddy Systems' are equally important for all members of staff	
<p><b>6.3 People of different genders:</b>            Consider men, women, people undergoing gender reassignment</p> <p><b>NB</b> 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>	This procedure should have no impact on people of different gender. All staff should consider their safety etc,.	As per 6.2	

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 Directorate/Division. Make reference to where the mitigation is included in the document, as appropriate
<b>6.4 People who are married or who have a civil partner.</b>	No impact		
<b>6.5 Women who are expecting a baby, who are on a break from work after having a baby, or who are breastfeeding.</b> They are protected for 26 weeks after having a baby whether or not they are on maternity leave.	All staff should consider their safety etc, however for pregnant women consideration should be given to access and egress in all environments.	As per 6.2	
<b>6.6 People of a different race, nationality, colour, culture or ethnic origin including non-English speakers, gypsies/travellers, migrant workers</b>	Consideration needs to be given to potential language difficulties and staff should have access to interpreters	As per 6.2	
<b>6.7 People with a religion or belief or with no religion or belief.</b> The term 'religion' includes a religious or philosophical belief	No impact		

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<p><b>6.8 People who are attracted to other people of:</b></p> <ul style="list-style-type: none"> <li>• the opposite sex (heterosexual);</li> <li>• the same sex (lesbian or gay);</li> <li>• both sexes (bisexual)</li> </ul>	No impact		
<p><b>6.9 People who communicate using the Welsh language in terms of correspondence, information leaflets, or service plans and design</b></p> <p>Well-being Goal – A Wales of vibrant culture and thriving Welsh language</p>	Consideration needs to be given to the requirements for those who wish to converse in Welsh and staff should have access to interpreters	As per 6.2	
<p><b>6.10 People according to their income related group:</b></p> <p>Consider people on low income, economically inactive, unemployed/workless, people who are unable to work due to ill-health</p>	No impact		

<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Directorate/Division.</b> Make reference to where the mitigation is included in the document, as appropriate
<b>6.11 People according to where they live:</b> Consider people living in areas known to exhibit poor economic and/or health indicators, people unable to access services and facilities	No impact		
<b>6.12 Consider any other groups and risk factors relevant to this strategy, policy, plan, procedure and/or service</b>	No impact		

**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.

<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Directorate/Division</b> Make reference to where the mitigation is included in the document, as appropriate
<p><b>7.1 People being able to access the service offered:</b>                      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>	No impact		
<p><b>7.2 People being able to improve /maintain healthy lifestyles:</b>                      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</p>	No impact		

<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Directorate/Division</b> Make reference to where the mitigation is included in the document, as appropriate
<p>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 management services etc</p> <p>Well-being Goal – A healthier Wales</p>			
<p><b>7.3 People in terms of their income and employment status:</b>            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>	No impact		

<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Directorate/Division</b> Make reference to where the mitigation is included in the document, as appropriate
<p><b>7.4 People in terms of their use of the physical environment:</b>            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>	No impact		
<p><b>7.5 People in terms of social and community influences on their health:</b>            Consider the impact on family organisation and roles; social</p>	No impact		

<b>How will the strategy, policy, plan, procedure and/or service impact on:-</b>	<b>Potential positive and/or negative impacts and any particular groups affected</b>	<b>Recommendations for improvement/ mitigation</b>	<b>Action taken by Directorate/Division</b> Make reference to where the mitigation is included in the document, as appropriate
<p>support and social networks; neighbourliness and sense of belonging; social isolation; peer pressure; community identity; cultural and spiritual ethos</p> <p>Well-being Goal – A Wales of cohesive communities</p>			
<p><b>7.6 People in terms of macro-economic, environmental and sustainability factors:</b>            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>No impact</p>		

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

<p><b>8.1 Please summarise the potential positive and/or negative impacts of the strategy, policy, plan or service</b></p>	<p>Policy will ensure that Public Health complies with the Health and Safety at Work act 1974 and the Regulatory Reform (Fire Safety) Order 2005 and supporting regulations.</p>
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### Action Plan for Mitigation / Improvement and Implementation

	Action	Lead	Timescale	Action taken by Directorate/Division
<p><b>8.2 What are the key actions identified as a result of completing the EHIA?</b></p>	<p>Ensure Staff are aware of the correct procedures for lone working and that available systems such as 'Buddy System' are implemented.</p>	<p>All Directors/ Divisional Leads</p>	<p>Immediately</p>	
<p><b>8.3 Is a more comprehensive Equalities Impact Assessment or Health Impact Assessment required?</b></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 Directorate/Division
<p><b>8.4 What are the next steps?</b></p> <p>Some suggestions:-</p> <ul style="list-style-type: none"> <li>• Decide whether the strategy, policy, plan, procedure and/or service proposal: <ul style="list-style-type: none"> <li>○ continues unchanged as there are no significant negative impacts</li> <li>○ adjusts to account for the negative impacts</li> <li>○ continues despite potential for adverse impact or missed opportunities to advance equality (set out the justifications for doing so)</li> <li>○ stops.</li> </ul> </li> <li>• Have your strategy, policy, plan, procedure and/or service proposal approved</li> <li>• Publish your report of this impact assessment</li> <li>• Monitor and review</li> </ul>	<ul style="list-style-type: none"> <li>• Gain approval for Lone Working Procedure</li> <li>• Publish on intranet</li> <li>• Circulate to Directors/ Directorates</li> <li>• Monitor implementation</li> <li>• Review every three years or upon any changes to Legislation.</li> </ul>	<p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p>	<p>April 2018</p> <p>April 2018</p> <p>April 2018</p> <p>On-going</p> <p>Feb 2021</p>	

