



Equality Impact Assessment (EqIA)

Incident Management Strategy

Directorate: Knowledge, Strategy and Planning

Assessment date: March 2015

Review Date: April 2017



This document should be completed after reading the Quick Start Guide from the Equality and Human Rights Commission

http://www.equalityhumanrights.com/sites/default/files/documents/PSD/equality_impact_assessment_guidance_quick-start_guide.pdf

Further information or guidance within Natural Resources Wales regarding the Welsh Language Scheme can be obtained by going to <https://cyfoethnaturiolcymru.sharepoint.com/en-gb/ourorganisation/Pages/Welsh-Language-Scheme.aspx>

Further information or guidance within Natural Resources Wales can be obtained by contacting equalities@naturalresourceswales.gov.uk

Background

The Equality Act 2010 brought together previous disparate pieces of equality legislation to more effectively tackle disadvantage and discrimination. The Act sets out the following 'protected characteristic' groups: age; disability; gender reassignment; race; religion or belief; sex; sexual orientation; marriage and civil partnership; pregnancy and maternity.

The Equality Act requires due regard is given to advancing equality. This involves:

- removing or minimising disadvantages experienced by people due to their protected characteristic.
- taking steps to meet the needs of people from protected characteristic groups where there are differences with the needs of other people; and
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

Where we formulate new, or amend existing policy it will be in accordance with our Welsh Language Scheme and will consider how the decision can:

- have positive effects on opportunities to use Welsh
- have no detrimental effects on opportunities to use Welsh; and
- ensure that the Welsh language is treated no less favourably than the English language.

Assessment of Impact

An Equality Impact Assessment (EqIA) involves anticipating the consequences of Natural Resources Wales functions and policies on protected characteristic groups and the Welsh Language scheme. They need to make sure that as far as possible any potential adverse impacts are eliminated and that opportunities for maximising opportunities to promote equality are identified.

Reports on assessment must set out:

- the purpose of the policy, plan or project;
- a summary of steps that Natural Resources Wales have taken into account;
- results of the assessment; and
- decisions taken in relation to the results.

The assessment must:

- ensure the policy does not unlawfully discriminate;
- identify the potential for an adverse impact on these groups;
- identify how the policy could better advance equality of opportunity;
- identify how the policy will affect relations between different groups; and
- be monitored for impact on these groups from the start and as part of subsequent reviews.

The actual impact of a new policy will only be known once it has been introduced and implemented. It is therefore crucial that further equality impact assessments are carried out, at key stages of the monitoring process.

Carrying out an Equality Impact Assessment (EqIA) will help us meet our legal duties as well as bringing a number of benefits. It will:

- ensure that our decisions impact in a fair way. Where there is evidence that particular groups will be negatively affected by a decision, action should be taken to address this;
- make our decisions based on evidence. An EqIA provides a clear and structured way to collect, assess and put forward relevant evidence;
- make decision-making more transparent. A process which involves those affected by the policy and which is based on evidence is much more open and transparent. This is more likely to engender trust in decision-makers and in our decisions; and
- provide a platform for partnership working. A good EqIA offers an opportunity for us to work in partnerships with organisations to consider the impact on members of their shared communities and how they might best collaborate and co-ordinate with us.



Stage 1 – Initial Screening

The first stage of conducting an EqlA is to screen the policy, plan or project to determine its relevance to the various equalities issues. This will indicate whether or not a full impact assessment is required and which issues should be considered in it. The protected characteristics that you should consider in completing this screening in addition to the Welsh Language are:

- Age
- Disability
- Gender re-assignment
- Marriage and Civil Partnership
- Pregnancy or maternity
- Race
- Religion or belief
- Sex (male or female)
- Sexual Orientation

What are the aims of the policy, plan or project?

The Incident Management Strategy presents our high level objectives for our work preparing for and responding to environmental incidents throughout Wales. Managing the likelihood and the consequences of environmental incidents is good for people's health and well-being, is good for local and national economies and is good for the environment.

The Strategy is wide ranging and will support the delivery of overarching Welsh Government goals set out in the *Well-being of Future Generations (Wales) Bill* and the *Environment Bill*, and delivery of existing Welsh Government priorities such as *Vibrant and Viable Places Regeneration Framework*. It also links closely with priorities set out in some of our 'Good for People' strategies, particularly: *Communities and Regeneration, Education and Skills; Enterprise, and; Public Engagement*.

It embraces all the work we do and includes the way in which we prepare for, prevent, respond and learn from all types of incidents. We will do this by:

- Delivering an effective and consistent response to the likelihood and consequences of environmental incidents, such as pollution events, floods and disease outbreak.
- Running our business and the way that we manage our land
- Providing advice to the public, business and other organisations in delivering a resilient ecosystem approach to incident management.

The overarching aim of the plan is that:

- The environment, people and economy of Wales benefit from there being less frequent and less severe environmental incidents

This supports our statutory duties and powers in providing technical information directly to inform communities, businesses and organisations of risks and the provision of advice for our operational role in managing incidents when they happen.

- Increased public understanding of and care for the environment – leading to behaviour change and less environmental incidents
- Improved quality of Wales' air, land, water and biodiversity
- Less detrimental impacts upon people and the economy – making communities more resilient and attractive places to live and work on

Our overall aim is to ensure that Wales has increasingly resilient and diverse ecosystems, and we must promote opportunities and advice to respect the limits of natural process that continue to be our life support system.

What effects will the policy, plan or project have on people, either internally to Natural Resources Wales or externally?

The Strategy provides a consistent and coherent approach for NRW in preparing, responding and reviewing our incidents in Wales. There will be no negative effects on stakeholders or staff from implementation of the plan.

Evidence

Is there any existing evidence of this policy, plan or project being relevant to any equalities issue?

Identify existing sources of information about the operation and outcomes of the work, such as operational feedback (including local monitoring and impact assessments) and other relevant reports/complaints and litigation/relevant research publications etc. Does any of this evidence point towards relevance to any of the equalities issues?

There are many environmental events that could cause risk to the Welsh environment, public, communities or organisations in Wales either directly or as a consequence of another activity.

Every responding organisation under the Civil Contingencies Act 2004, where we are a category one responder, contributes to joint risk assessments using cabinet office guidance. These risk assessments include environmental, social and well-being and economic parameters and the outcomes are published as a 'Community Risk Register' for each 'Local Resilience Fora', based on Police Force boundaries of Wales; North, Dyfed Powys, South Wales and Gwent.

At a Wales level, Welsh Government produce a summary of the top risks in the 'Community Information on Risks in Wales' document. This provides information on the range of emergencies that could occur in Wales. Assesses likelihood and consequences

should an emergency happen. Outlines what is being done to address the risks, mitigate and possibly reduce the risks and provide suggestions on what the general public and wider community can do to help themselves in the event of an emergency.

Using information regarding environmental incidents and other information, we annually create our own risk registers which influences how we are prepare for emergencies through procedures, training, contingency plans and proactive work where we focus on incident awareness/prevention. We prioritise our work to ensure we secure the highest benefits to the environment, people and economy of Wales.

Stakeholders and Feedback

Describe the target group for the policy, plan or project and list any other interested parties. What contact have you had with these groups?

We engage and are a member of a number of Wales and UK level resilience groups, either within the Local Resilience Fora or the Wales Resilience Forum, or at a UK level for different subjects and government sectors.

We organise our preparedness either through expert advice to provide guidance (internal and external) and provide direction via a Wales and Area focused incident groups to ensure staff input into how we prepare, respond and review our incidents.

As we implement our strategy our review process will involve moving away from lessoned identified to showing what has changed in our business using the double loop learning method with continued improvement. This includes internal and external engagement.

Do you have any feedback from stakeholders? Particularly from groups representative of the various issues that this policy, plan or project is relevant to.

Stakeholder comments are based upon interaction with staff, Local Resilience Fora representatives and the Welsh Government. The discussions were positive and we presented the principle to focus our efforts where we can make the biggest difference dependant on severity and risk of the incident, our role as a lead/supportive responder and the implementation of the civil contingencies preparedness. The main points were :

We remain as leaders for severe weather preparedness in Wales to provide direction, input, support and management of the risks.

There was support and understanding of our work to focus our effort where it mattered most, either through leading, supporting, joint working or ensuring others are responsible.

Where appropriate, influence our work through Wales level groups to ensure a consistent approach and sharing of vital information to all stakeholders

Interest in how we embed lessons learnt from reviews to show what has changed in the business and proactively managing persistent lessons learnt with double loop learning.

We will continue to work with the Local Resilience Fora, the public and communities affected to take full account of equalities issues.

Impact

Could the policy, plan or project have a differential impact on staff, visitors or other groups on the basis of any of the equalities issues?

Yes – unless we are fully aware of the specific needs and concerns of protected characteristic groups, and unless we have a clear understanding of our local populations – there is a real risk that our work will not be inclusive. The Strategy aims to build our preparedness, response and review of incident management using routine strategic and operational work which is delivered in accordance with the Equality Act 2010.
We are also developing our people policies for staff, with due consideration of Equality and Diversity.

Local Discretion

Does the policy, plan or project allow for local discretion in the way in which it is implemented? If so, what safeguards are there to prevent inconsistent outcomes and/or differential treatment of different groups of people?

Our Strategy plan directs us to provide a consistent and coherent approach across Wales whilst incorporating consequence mapping, impact assessment and natural resource management principles for environmental, social and well-being and economic risks. This will be delivered in accordance with the Equality Act 2010.

Summary of relevance to protected characteristic issues

Protected Characteristic	Yes or No	If no, what is the rationale for the decision?
Age	NO	unlikely to be relevant for the services we provide in incident management
Disability	NO	unlikely to be relevant for the services we provide in incident management
Gender Reassignment	NO	unlikely to be relevant for the services we provide in incident management
Marriage and Civil Partnership	NO	unlikely to be relevant for the services we provide in incident management
Pregnancy or Maternity	NO	unlikely to be relevant for the services we provide in incident management
Race	NO	unlikely to be relevant for the services we provide in incident management
Religion or belief	NO	unlikely to be relevant for the services we provide in incident management
Sex (male or female)	NO	unlikely to be relevant for the services we provide in incident management
Sexual Orientation	NO	unlikely to be relevant for the services we provide in incident management

Summary of relevance to Welsh language issues

Welsh Language	NO	<p>In our response to an incident, we have the ability to provide welsh speaking responders and media spokespersons to discuss the event. Our flood warning service is bilingual and managed via our own 24/365 duty translation service.</p> <p>In 2016/17 we will implement standards for public bodies set by the Welsh Standards Commissioner.</p>
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If you have answered 'Yes' to any of the above issues, a full impact assessment of the relevant group(s) must be completed. Please proceed to Part 2 of the document.

If you have answered 'No' to all of the equalities issues, a full impact assessment will not be required, and this assessment can be signed off at this stage. You will, however, need to put in place monitoring arrangements to ensure that any future impact on any of the equalities issues is identified.

Monitoring and Review Arrangements

Describe the systems that you are putting in place to manage the policy and to monitor its operation and outcomes in terms of the various equalities issues.

We have developed a Results Based Accountability Plan for the Plan and Action Plan. We will further develop a monitoring plan for the delivery of our equality responsibilities.

State when a review will take place and how it will be conducted.

A review will take place in 2017 (two years into Plan delivery) and 2020 (at Plan review).

Authorisation	Name and signature	Date
Policy, plan or project lead	Paul Edmonds	30 th March 2015
Line Manager	Steve Cook	30 th March 2015
Equalities Senior Advisor	Derek Carpenter	30 th March 2015
Welsh Language Policy Advisor	Lyn Williams	2 nd April 2015

Please ensure you send a completed copy to equalities@cyfoethnaturiolcymru.gov.uk

Please note: EqlAs will always be made available in full if requested by members of the public or stakeholder organisations, including meeting any requests for accessible versions.

Monitoring and reviewing

The EqlA process does not end with the introduction of the policy. It is not enough to make the changes expected to eliminate adverse impact or promote equality; it is also necessary to implement the resulting action plan and use the monitoring, evaluation and review processes to ensure that the anticipated impact is the actual impact and that actions are implemented. Failure to properly monitor the actual impact of an existing policy may leave a public authority open to legal challenge, as well as enforcement action from the Equality and Human Rights Commission or the Welsh Language Commissioner. The EqlA is a tool to assist public authorities in meeting their general duties. Those duties continue to bind public authorities in respect of policies and functions even where an EqlA has been carried out, and public authorities need to satisfy themselves on an ongoing basis that they are continuing to meet each of the general duties.



Stage 2 – Full Impact Assessment

What is the name or title of the policy, plan or project?
Person(s) responsible for completing this part of the form
Date of assessment:

Any general comments relating to each equality strand and/or any relevant background information that should be noted in undertaking the assessment?

<ul style="list-style-type: none">• <i>Describe the aims and purpose of the policy, plan or project.</i>• <i>Who will be affected by the policy, plan or project (both positively and negatively)? Who is intended to benefit and how?</i>• <i>How have you engaged with the groups identified in Part 1? What are the conclusions of that engagement?</i>• <i>How will the policy, plan or project be put into practice and who will be responsible for delivering it?</i>
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You must complete the relevant section(s) below. Relevant sections are those to which, in the summary of relevance to equalities issues table at the end of EqlA Part 1, have been answered as yes. In each section please use as much space as you require.

Age - identify the impact/potential impact of the policy, plan or project and change on different age groups. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Disability – identify the impact/potential impact of the policy, plan or project and change on different disability groups. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Gender Reassignment – identify the impact/potential impact of the policy, plan or project and change on people who are transgendered e.g. some people may take career breaks to have surgery. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Marriage and civil partnerships - identify the impact/potential impact of the policy, plan or project and change on people who are married or in a civil partnership. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Pregnancy and maternity - identify the impact/potential impact of the policy, plan or project and change on women who are pregnant, on maternity and who wish to breastfeed. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Race - identify the impact/potential impact of the policy, plan or project and change on different Black Asian and Minority Ethnic groups. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Religion or belief - identify the impact/potential impact of the policy, plan or project and change on people of different religious/faith groups and also upon those with no faith. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Sex (man or woman) – identify the impact/potential impact of the policy, plan or project and change on women and men. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Sexual orientation - identify the impact/potential impact of the policy, plan or project and change on people who identify as lesbian, gay, bisexual or heterosexual people. Include proposed measures to mitigate any adverse impacts or to make positive impacts.

Complete if you answered yes in Part 1

Give a full description of any adverse or the potentially adverse impacts and/or if there is an opportunity through the policy, plan or project to make a positive impact.

Please give reasons / justifications here

If adjustments are identified please list in the Actions Template at the end of this form.

Welsh Language -

When you formulate a new policy, or review or revise an existing policy, you must assess what effects, if any (whether positive or adverse) the policy decision could have on;

- opportunities for persons to use the Welsh language; and
- treating the Welsh language no less favourably than the English language.

Please give reasons / justifications here

Actions/Tasks identified through the Assessment/Reassessment

Issue	Action/Task	Responsible Person	Target date	Success Indicators	Comments

Monitoring and Review Arrangements

Describe the systems that you are putting in place to monitor the policy, plan or project's operation and outcomes in terms of the various equalities issues.

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State when a review will take place and how it will be conducted.

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Authorisation	Name and signature	Date
Policy, plan or project lead		
Leadership Team		
Equalities Senior Advisor		
Welsh Language Policy Advisor		

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