

# Equality and Children's Rights Impact Assessment (Stage 1)

This is a legal document as set out in the

- Equality Act (2010), the Equality Act 2010 (Specific Duties) (Scotland) regulations 2012,
- the UNCRC (Incorporation) (Scotland) Act 2024,

and may be used as evidence for cases referred for further investigation for compliance issues.

Completing this form helps you to decide whether or not to complete to a full (Stage 2) EQIA and/or Children's Rights and Wellbeing impact Assessment (CRWIA). Consideration of the impacts using evidence, and public/patient feedback may also be necessary.

## Question 1: Title of Policy, Strategy, Redesign or Plan

NHS Fife Cycle to Work Policy

## Question 2a: Lead Assessor's details

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## Question 2b: Is there a specific group dedicated to this work? If yes, what is the title of this group?

NHS Fife Staff Health & Wellbeing Group

## Question 3: Detail the main aim(s) of the Policy, Strategy, Redesign or Plan. Please describe the specific objectives and desired outcomes for this work.

<b>Aim</b>	The policy and associated supporting documents set out the arrangements for our NHS Fife Cycle to Work scheme. They define the process for obtaining a bike as part of the scheme and the relevant checks to be carried out internally and externally as part of our financial and workforce governance arrangements.
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	It ensures that NHS Fife applies the policy fairly and consistently to all substantive employees.
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#### Question 4: Identifying the Impacts in brief

Consider any potential Impacts whether positive and/or negative including **social and economic impacts** and human rights. Please note, in brief, what these may be, if any. **Please do not leave any sections blank.**

Relevant Protected Characteristics	Impacts negative and positive Social / Economic Human Rights
<b>All domains</b>	The Cycle to Work Scheme offers sustainable travel benefits which include cost and health benefits for staff, environmental benefits in respect of commutes to and from work and for leisure time and better use of our on-site cycle shelters.
<b>Age -</b> <i>Think: adults, older age etc.</i>  <i>For impacts on 0-18 year old, please refer to the below Question 5 - children's rights assessment (CRWIA).</i>	Actions have been taken to minimise any negative impact around access to technology and computer literacy, including use of paper applications and line manager support.  NHS Fife has an ageing workforce population – the Cycle to Work Scheme promotes exercise and staff health and wellbeing.
<b>Disability –</b> <i>Think: mental health, physical disability, learning disability, deaf, hard of hearing, sight loss etc.</i>	Regardless of health or disability status, all staff have equal access to this scheme.  Occupational Health may recommend consideration of the Cycle to Work Scheme for staff engaging in their service.
<b>Race and Ethnicity –</b> <i>Note: Race = “a category of humankind that shares certain distinctive physical traits” e.g. Black, Asian, White, Arab</i>  <i>Ethnicity = “large groups of people classed according to common racial, national, tribal, religious, linguistic or cultural origin/background”</i>  <i>Think: White Gypsy Travellers, Black African, Asian Pakistani, White Romanian, Black Scottish, mixed or multiple ethnic groups.</i>	All NHS Fife staff are fluent in the English language therefore there is no requirement for translated materials.
<b>Sex –</b> <i>Think: male and/or female, intersex, Gender-Based Violence</i>	Equality of opportunity across all protected characteristics. With the majority of NHS Fife staff being female, this may improve the uptake of cycling for female staff.

<p><b>Sexual Orientation -</b>  <i>Think: lesbian, gay, bisexual, pansexual, asexual, etc.</i></p>	<p>This protected characteristic is not expected to be specifically impacted by this policy. All staff will have equal access to the scheme, regardless of sexuality.</p>
<p><b>Religion and Belief -</b>  <i>Note: Religion refers to any religion, including a lack of religion. Belief refers to any religious or philosophical belief including a lack of belief.</i>  <i>Think: Christian, Muslim, Buddhist, Atheist, etc.</i></p>	<p>This protected characteristic is not expected to be specifically impacted by this policy. All staff will have equal access to the scheme, regardless of religion or belief.</p>
<p><b>Gender Reassignment –</b>  <i>Note: transitioning pre and post transition regardless of Gender Recognition Certificate</i>  <i>Think: transgender, gender fluid, nonbinary, etc.</i></p>	<p>This protected characteristic is not expected to be specifically impacted by this policy. All staff will have equal access to the scheme, regardless of gender reassignment.</p>
<p><b>Pregnancy and Maternity –</b>  <i>Note: Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after birth.</i>  <i>Think: workforce maternity leave, public breast feeding, etc.</i></p>	<p>Equality of opportunity across all protected characteristics. Staff on adoption / maternity leave will have access subject to the normal rules in respect of the Statutory Lower Earnings limit.</p>
<p><b>Marriage and Civil Partnership –</b>  <i>Note: Marriage is the union between a man and a woman or between a same-sex couple. Same-sex couples can also have their relationships legally recognised as a civil partnership.</i>  <i>Think: workforce, inpatients visiting rights, etc.</i></p>	<p>This protected characteristic is not expected to be specifically impacted by this policy. All staff will have equal access to the scheme, regardless of marriage and civil partnership.</p>

### Question 5: Children’s Rights & Wellbeing Impact Assessment

From July 2024, the UNCRC is enforceable by law. This means public bodies must act compatibly with children’s rights. Please consider here any impacts of your proposal on children’s rights as per the [UNCRC](#) articles. The UNCRC applies to all under 18s, with no exceptions.

Even if your proposal does not directly impact children, there may be indirect impact, so please work through the below regardless.

UNCRC Right	Anticipated Impacts & Relevant Mitigations
<p><b>Article 3 - Best Interests of the Child</b>  <i>Note: Consideration to how any proposal may impact children must be made. Decisions must be made whilst considering what is best for children.</i></p>	<p>As this is a workforce policy, there is no direct impact on children and young people.</p>
<p><b>Article 6 &amp; 19- Life, Survival and Development &amp; Protection</b>  <i>Think: Children have the right to life. Governments should make sure that children develop and grow healthily and should protect them from things or people which could hurt them.</i></p>	<p>N/A</p>
<p><b>Article 12 &amp; 13 – Respect for Children’s Views and Access to Information</b>  <i>Note: every child has the right to have a say in decisions that affect them this could include making a complaint and accessing information.</i></p>	<p>N/A</p>
<p><b>Article 22 &amp; 30 – Refugee &amp;/or Care Experienced Children</b>  <i>Note: If a child comes to live in the UK from another country as a refugee, they should have the same rights as children born in the UK. Some children may need additional considerations to make any proposal equitable for them (e.g. The Promise, Language interpretation or cultural differences).</i></p>	<p>N/A</p>
<p><b>Article 23 – Disabled Children</b>  <i>Note: Disabled children should be supported in being an active participant in their communities.</i>   <i>Think: Can disabled children join in with activities without their disability stopping them from taking part?</i></p>	<p>N/A</p>
<p><b>Article 24 &amp; 27 – Enjoyment of the Highest Attainable Standard of Health</b>  <i>Note: Children should have access to good quality health care and environments that enable them to stay healthy both physically and mentally.</i>   <i>Think: Clean environments, nutritious foods, safe working environments.</i></p>	<p>N/A</p>

**Other relevant UNCRC articles:**  
*Note: Please list any other [UNCRC](#) articles that are specifically relevant to your proposal.*

N/A

**Question 6: Please include in brief any evidence or relevant information, local or national that has influenced the decisions being made. This could include demographic profiles, audits, publications, and health needs assessments.**

In addition to the stakeholder engagement noted below, evidence was gathered from a broad range of sources. Data was reviewed from the following data sets:

- NHS Fife Travel Survey
- General staff feedback on the operation of the scheme, in particular year round access to future cycle purchases and electric bikes.

**Question 7: Have you consulted with staff, public, service users, children and young people and others to help assess for Impacts?**

**(Please tick)**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, **who** was involved and **how** were they involved?

If not, why did you not consult other staff, patients or service users? Do you have feedback, comments/complaints etc that you are using to learn from, what are these and what do they tell you?

General feedback from staff on the scheme being available all year round has been considered, alongside the request to increase the scheme limit to facilitate the purchase of more expensive cycles. Feedback from onsite Dr Bike clinics.

**Question 10: Which of the following ‘Conclusion Options’ applies to the results of this Stage 1 EQIA and why? Please detail how and in what way each of the following options applies to your Plan, Strategy, Project, Redesign etc.**

*Note: This question informs your decision whether a Stage 2 EQIA is necessary or not.*

Conclusion Option	Comments
<p><b>1. No Further Action Required.</b>            Impacts may have been identified, but mitigations have been established therefore no requirement for Stage 2 EQIA or a full Children’s Rights and Wellbeing Impact Assessment. (CRWIA)</p>	<p>The policy will positively impact on the NHS Fife workforce by offering an all year round, accessible scheme with a reasonable purchase limit. This helps to promote staff health &amp; wellbeing and is attractive to staff working in, or being recruited to NHS Fife.</p>
<p><b>2. Requires Further Adjustments.</b>            Potential or actual impacts have been identified; further consideration into</p>	

mitigations must be made therefore Stage 2 EQIA or full CRWIA required.	
<b>3. Continue Without Adjustments</b> Negative impacts identified but no feasible mitigations. Decision to continue with proposal without adjustments can be objectively justified. Stage 2 EQIA /full CRWIA) may be required.	
<b>4. Stop the Proposal</b> Significant adverse impacts have been identified. Proposal must stop pending completion of a Stage 2 EQIA or full CRWIA to fully explore necessary adjustments.	

**PLEASE NOTE: ALL LARGE SCALE DEVELOPMENTS, CHANGES, PLANS, POLICIES, BUILDINGS ETC MUST HAVE A STAGE 2 EQIA /full CRWIA)**


If you have identified that a full EQIA/CRWIA is required then you will need to ensure that you have in place, a working group/ steering group/ oversight group and a means to reasonably address the results of the Stage 1 EQIA/CRWIA and any potential adverse outcomes at your meetings.

For example you can conduct stage 2 and then embed actions into task logs, action plans of sub-groups and identify lead people to take these as actions.

It is a requirement for Stage 2 EQIA's to involve public engagement and participation.

You should make contact with the Participation and Engagement team at [fife.participationandengagements@nhs.scot](mailto:fife.participationandengagements@nhs.scot) to request community and public representation, and then contact Health Improvement Scotland to discuss further support for participation and engagement.

To be completed by Lead Assessor	
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To be completed by Equality and Human Rights Lead officer – for quality control purposes	
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Return to Equality and Human Rights Team at

[Fife.EqualityandHumanRights@nhs.scot](mailto:Fife.EqualityandHumanRights@nhs.scot)