

Travel and Expenses Policy HaRD 012 Sustainability Impact Assessment

Staff preparing a policy, Governing Body (or Sub-Committee) report, service development or project are required to complete a Sustainability Impact Assessment (SIA). The purpose of this SIA is to record any positive or negative impacts that this is likely to have on sustainability.

What is the main purpose of the document	The purpose of this policy and procedure is to outline the rules set out by the CCG for the reimbursement of travel and expenses that are necessarily incurred by any individual engaged on business approved by the organisation.
Date completed	02 May 2014
Completed by	CSU Workforce Team

Domain	Objectives	Impact of activity Negative = -1 Neutral = 0 Positive = 1 Unknown = ? Not applicable = n/a	Brief description of impact	If negative, how can it be mitigated? If positive, how can it be enhanced?
Travel	Will it provide / improve / promote alternatives to car based transport? Will it support more efficient use of cars (car sharing, low emission vehicles, environmentally friendly fuels and technologies)? Will it reduce 'care miles' (telecare, care closer) to home? Will it promote active travel (cycling, walking)? Will it improve access to opportunities and facilities for all groups?	1 1 n/a 1 1		

Procurement	Will it specify social, economic and environmental outcomes to be accounted for in procurement and delivery?	1		
	Will it stimulate innovation among providers of services related to the delivery of the organisations' social, economic and environmental objectives?	1		
	Will it promote ethical purchasing of goods or services?	n/a		
	Will it promote greater efficiency of resource use?	n/a		
	Will it obtain maximum value from pharmaceuticals and technologies (medicines management, prescribing, and supply chain)?	n/a		
	Will it support local or regional supply chains?			
	Will it promote access to local services (care closer to home)?			
Facilities Management	Will it make current activities more efficient or alter service delivery models	1		
	Will it reduce the amount of waste produced or increase the amount of waste recycled?	n/a		
Workforce	Will it reduce water consumption?	n/a		
	Will it provide employment opportunities for local people?	n/a		
	Will it promote or support equal employment opportunities?	n/a		
	Will it promote healthy working lives (including health and safety at work, work-life/home-life balance and family friendly policies)?	n/a		
Community Engagement	Will it offer employment opportunities to disadvantaged groups?	n/a		
	Will it promote health and sustainable development?	n/a		
	Have you sought the views of our communities in relation to the impact on sustainable development for this activity?			

Buildings	<p>Will it improve the resource efficiency of new or refurbished buildings (water, energy, density, use of existing buildings, designing for a longer lifespan)?</p> <p>Will it increase safety and security in new buildings and developments?</p> <p>Will it reduce greenhouse gas emissions from transport (choice of mode of transport, reducing need to travel)?</p> <p>Will it provide sympathetic and appropriate landscaping around new development?</p> <p>Will it improve access to the built environment?</p>	n/a 1	Promoting car share	
Adaptation to Climate Change	<p>Will it support the plan for the likely effects of climate change (e.g. identifying vulnerable groups; contingency planning for flood, heat wave and other weather extremes)?</p>	n/a		
Models of Care	<p>Will it minimising 'care miles' making better use of new technologies such as telecare and telehealth, delivering care in settings closer to people's homes?</p> <p>Will it promote prevention and self-management?</p> <p>Will it provide evidence-based, personalised care that achieves the best possible outcomes with the resources available?</p> <p>Will it deliver integrated care, that co-ordinate different elements of care more effectively and remove duplication and redundancy from care pathways?</p>	n/a		