

Corporate responsibility

We have policies in place to ensure that we deliver on our corporate responsibilities as an employer and a public body.

Environment and sustainability

Environmental policy

We are committed to reducing our impact on the environment by improving the environmental performance of our estate. Our policy reflects our drive to conserve resources, reduce pollution and increase staff awareness of environmental issues:

- all our offices recycle paper, cardboard, plastic and cans
- we encourage all staff to switch off PCs, monitors, printers and lights to reduce our energy consumption
- where possible, we recycle old equipment and replace with more energy efficient products
- all of our print suppliers hold ISO 14001 and/or FSC environmental management accreditation, an environmental policy statement and use vegetable-based inks
- all the paper we use for our publications is FSC-accredited (made from wood fibre from sawmill residues, forest thinnings and/or well-managed sustainable forests), recyclable and bio-degradable
- we include the environmental policy and initiatives in new staff inductions.

In recent years we have implemented a number of initiatives to help reduce the carbon footprint of our events, and in particular our annual conference and exhibition.

Transport

- we encourage delegates to travel by public transport or car share, and employ emission-free car services for delegate use

Stage set, lighting and sound

- recent developments in LED technology mean that we have been able to significantly reduce the carbon footprint of our annual conference. We shut down

all technical equipment overnight and during any long stand-by periods during the day in order to reduce power consumption. Wherever possible, elements are reused and when they reach the end of their usable life are responsibly disposed of to minimise landfill

The exhibition

- our supplier uses state-of-the-art, sustainable exhibition products, including reusable shelf-scheme stands, reusable electrical installation, fully recyclable carpet and lower wattage lighting (35w). They have also introduced Euro 5 engines to their HGV fleet, significantly reducing emission levels. Our exhibition stand contractor adheres to the guidelines laid down by BECA (British Exhibition Contractors Association) and its environmental policy. Our conference stand is used twice a year and, where possible, all materials used are recyclable

Employment policies and practices

Equal opportunities policy

We are committed to equal opportunities in all aspects of employment – including our recruitment and selection process, our terms and conditions of employment, career development and promotion opportunities, and grievance and disciplinary procedures – and encouraging diversity amongst our workforce. Our aim is to develop working practices and create a working environment that enables staff:

- to be treated with respect and dignity
- to be treated fairly with regard to all procedures, assessments and choices
- to receive encouragement to reach their full potential.

We seek to ensure that all staff are free from unlawful discrimination, victimisation or harassment on the grounds of race (including ethnic origin, colour, nationality and national origin), gender (including sex, marital status or gender reassignment), disability of any kind, religion or belief, sexual orientation, age, and trade union activity.

Single equality scheme

As part of our commitment to embed a culture of inclusiveness throughout the organisation, we run a single equality scheme that sets out who we are, our staff profile, why equality, diversity and human rights are important to us, and what we will do to ensure we meet the standards which we have set for ourselves and those our members would expect of us.

The scheme is designed to help:

- embed equality and diversity awareness in our mainstream activities and ensure that our staff are trained and resourced to undertake equality impact assessments
- ensure that our services are accessible to all and make sure that those organisations we procure services from consider their own role in promoting equality and diversity.

It also sets out how we support our members around equality and diversity issues. The single equality scheme is a living document, subject to review and refinement, and we welcome any comments and suggestions from our members and stakeholders. You can contact us at enquiries@nhsconfed.org

Staff involvement and consultation forum

Our staff information and consultation forum is designed to ensure staff involvement in the work of the organisation and provides a way to keep staff informed on business ideas, proposals and developments. Members of staff are elected onto the forum, whose role is to represent staff, actively seek their views and responses on matters of consultation, act as sounding board for business initiatives, and keep employees informed on our business strategy and developments. Each member of staff has a forum representative through whom they can feed in their views. The chief operating officer and head of human resources actively support the forum.