

**Equality, Good Relations and Human Rights  
Screening Template**

**\*\*\*Completed Screening Templates are public documents and will be posted on the Trust's website\*\*\***

See 'Equality, Good Relations and Human Rights Screening Guidance Notes' (on SharePoint) for further background information on the relevant legislation and for help in answering the questions on this template.

**(1) Information about the Policy/Proposal**

(1.1) Name of the policy/proposal  
Fire Safety Management Policy

(1.2) Is this a new, existing or revised policy/proposal?  
Revised policy (original published 18-Nov-21, out of date since 31-Oct-24)

(1.3) What is it trying to achieve (intended aims/outcomes)?

- ensure compliance with its statutory responsibilities under the Fire and Rescue Services (Northern Ireland) Order 2006, the Fire Safety Regulations (Northern Ireland) 2010 and all other related legislation and approved codes of practice,
- provide a safe working environment which, as far as is reasonably practicable, removes or reduces the fire hazards present on sites,
- implement a proactive approach to fire risk assessment to identify where risks need to be controlled,
- develop preventive and protective measures to mitigate the impact of fire on life safety, the delivery of service, property and assets,
- provide guidance to management and staff on operational requirements relating to fire safety i.e. instructions, training, evacuation drills, plans etc.

(1.4) Are there any Section 75 categories which might be expected to benefit from the intended policy/proposal?

Disability – The underlying Fire Risk Assessment process (Para 7.2) includes the requirement to assess Personal Emergency Evacuation Plans (PEEPS). Which is a plan for a person who may need assistance, for instance, a person with impaired mobility, to evacuate a building or reach a place of safety in the event of an emergency.

(1.5) Who owns and who implements the policy/proposal - where does it originate, for example DoH, HSCB, the Trust?

The Trust own this policy. [The Fire and Rescue Services \(Northern Ireland\) Order 2006](#) and [the Fire Safety Regulations \(Northern Ireland\) 2010](#), sets out the important duties that the “appropriate person” (i.e. Chief Executive) must fulfil and continue to maintain.

Regulation 10 (Fire safety arrangements) of the Fire Safety Regulations, directs that the appropriate person, “*shall make and give effect to such arrangements as are appropriate, having regard to the size of their undertaking and the nature of its activities, for the effective planning, organisation, control, monitoring and review of the fire safety measures*”.

(1.6) Are there any factors that could contribute to/detract from the intended aim/outcome of the policy/proposal/decision? (Financial, legislative or other constraints?)

- Financial: Budgetary constraints on resources (staffing levels, training).
- Legislation: Lack of a suitable and sufficient fire risk assessments, contrary to [The Fire and Rescue Services \(Northern Ireland\) Order 2006](#), Article 25 (Duties of employers to employees).
- Constraints: The Trust presently has 40% out of date assessments, due to resourcing issues.
- Facility Design/Maintenance: Facilities unsuitable/inadequate maintenance for the delivery of care to patients/clients and the protection of staff.
- Management: Directorates through the line management function do not always prioritise fire safety management. Presently only approx. 30% of Nominated Fire Officers return their weekly fire safety checklists.

(1.7) Who are the internal and external stakeholders (actual or potential) that the policy/proposal/decision could impact upon? (E.g. staff, service users, other public sector organisations, trade unions, professional bodies, independent sector, voluntary and community groups etc.)

- Trust staff, service users, visitors and those contracted by the Trust.

(1.8) Other policies with a bearing on this policy/proposal (for example regional policies) - what are they and who owns them?

- At present, Northern Ireland does not have an equivalent body such as NHS England in respect of Fire Safety Management, thus there are no regional policies that would apply.
- The content/structure of a Fire Safety Management policy is supported by guidance such as BS9997 (Fire risk management systems), BS9999 (Fire safety in the design, management and use of buildings), Health Technical Memorandum 05-01 (Managing healthcare fire safety), NIFRS (Fire safety risk assessment) guidance, etc.

**(2) Available evidence**

Evidence to help inform the screening process may take many forms. What evidence/information (both qualitative and quantitative) have you gathered to inform this policy?

**2.1 Staff Affected by this Policy/Proposal / 2.2 Composition of Southern Trust Workforce**

<b>Section 75 Group</b>	<b>Southern Trust Workforce Profile as at 1 January 2025</b>	<b>Percentage</b>
<b>Gender</b>	Female	<b>85.6%</b>
	Male	<b>14.4%</b>
<b>Religion</b>	Protestant	<b>34.1%</b>
	Roman Catholic	<b>55.9%</b>
	Neither	<b>10.0%</b>
<b>Political Opinion</b>	Broadly Unionist	<b>8.9%</b>
	Broadly Nationalist	<b>9.7%</b>
	Other	<b>7.4%</b>
	Do Not Wish To Answer/Not Known	<b>74.0%</b>
<b>Age</b>	16-24	<b>6.7%</b>
	25-34	<b>22.5%</b>
	35-44	<b>27.9%</b>
	45-54	<b>21.2%</b>
	55-64	<b>17.8%</b>
	65+	<b>3.9%</b>
<b>Marital Status</b>	Single	<b>31.7%</b>
	Married	<b>56.8%</b>
	Not Known	<b>11.5%</b>
<b>Dependent Status</b>	Caring for a Child/Children / Dependant Older Person / Person With a Disability	<b>14.7%</b>
	None	<b>31.3%</b>
	Not Known	<b>54.0%</b>
<b>Disability</b>	Yes	<b>2.6%</b>
	No	<b>73.9%</b>
	Not Known	<b>23.5%</b>
<b>Ethnicity</b>	Bangladeshi	<b>0.01%</b>
	Black African	<b>0.45%</b>
	Black Caribbean	<b>0.01%</b>
	Black Other	<b>0.03%</b>
	Chinese	<b>0.09%</b>
	Filipino	<b>0.6%</b>
	Indian	<b>1.2%</b>
	Irish Traveller	<b>0.01%</b>
	Mixed Ethnic	<b>0.2%</b>
	Pakistani	<b>0.15%</b>
	White	<b>74.2%</b>
Not Known	<b>23.0%</b>	
<b>Sexual Orientation towards:</b>	Opposite Sex	<b>57.9%</b>
	Same Sex	<b>1.03%</b>
	Same and Opposite Sex	<b>0.26%</b>
	Do Not Wish To Answer/Not Known	<b>40.81%</b>

### 2.3 Patients / Clients Affected

This policy could potentially affect any patient/client in any of the care areas outlined in the policy scope.

### 2.4 Southern Trust's Area Population Profile – Census 2021

<b>Section 75 Group</b>	<b>Trust's Area Population Profile (Population of 358,034)</b>	<b>Percentage</b>
<b>Gender</b>	Female	<b>50.2</b>
	Male	<b>49.8</b>
<b>Religion</b>	Protestant	<b>35.5</b>
	Roman Catholic	<b>57.0</b>
	Other	<b>7.5</b>
<b>Political Opinion</b>	Not collected	
<b>Age</b>	0-15	<b>22.5</b>
	16-24	<b>10.2</b>
	25-44	<b>26.5</b>
	45-64	<b>25.2</b>
	65-84	<b>13.8</b>
	85+	<b>1.8</b>
<b>Marital Status (aged 16+ years)</b>	Single	<b>28.1</b>
	Married/Civil Partnership	<b>37.7</b>
	Other	<b>34.2</b>
<b>Dependent Status</b>	Caring for a dependent Child/Children	<b>25.8% care for a dependent child/children</b>
<b>Disability</b>	Yes	<b>21.8</b>
	No	<b>78.2</b>
<b>Ethnicity</b>	Asian Other	<b>0.4</b>
	Bangladeshi	<b>0</b>
	Black African	<b>0.4</b>
	Black Caribbean	<b>0</b>
	Black Other	<b>0.4</b>
	Chinese	<b>0.3</b>
	Filipino	<b>0.1</b>
	Indian	<b>0.2</b>
	Irish Traveller	<b>0.3</b>
	Mixed Ethnic Group	<b>0.8</b>
	Arab	<b>0.1</b>
	Roma	<b>0.1</b>
	Other	<b>0.2</b>
	Pakistani	<b>0.1</b>
White	<b>96.5</b>	
<b>Sexual Orientation</b>	Heterosexual	<b>69.8</b>
	LGBTQ+	<b>1.1</b>
	Not Stated	<b>29.1</b>

**(3) Needs, experiences and priorities**

(3.1) Taking into account the information above what are the different needs, experiences and priorities of each of the Section 75 categories and for both service users and staff.

<b>Section 75 Category</b>	<b>Details of Needs, Experiences and Priorities</b>	
	<b>Staff</b>	<b>Service Users</b>
<b>Gender</b>	<p>The level of training required by staff will be determined by a fire safety Training Needs Analysis.</p> <p>Individual staff members may require a PEEP, which is instigated by line management.</p>	<p>Multiple factors impact on this type of risk, with consideration to the following:</p> <ul style="list-style-type: none"> <li>• Service user risk profile will for instance affect the method of evacuation in a fire emergency.</li> <li>• Type and nature of the health care facility.</li> <li>• What activity occurs within the room/space.</li> <li>• Staff resources and ability to observe/supervise a service user within the room/space.</li> </ul>
<b>Age</b>	As above	As above
<b>Religion</b>	As above	As above
<b>Political Opinion</b>	As above	As above
<b>Marital Status</b>	As above	As above
<b>Dependent Status</b>	As above	As above
<b>Disability</b>	As above	As above
<b>Ethnicity</b>	As above	As above
<b>Sexual Orientation</b>	As above	As above

(3.2) Provide details of how you have involved stakeholders, views of colleagues, service users and staff etc when screening this policy/proposal.

The Fire Safety Manger as the Trust Fire Safety SME has been involved in the development of this policy. This policy is monitored by the Fire Safety Management committee which draws on a Trust wide membership.

#### (4) Screening Questions

You now have to assess whether the impact of the policy/proposal is major, minor or none. You will need to make an informed judgement based on the information you have gathered.

<b>(4.1) What is the likely impact of equality of opportunity for those affected by this policy/proposal, for each of the Section 75 equality categories?</b>			
<b>Section 75 category</b>	<b>Details of policy/proposal impact</b>		<b>Level of impact? Minor/major/none</b>
	<b>Staff</b>	<b>Service Users</b>	
<b>Gender</b>	None	None	None
<b>Age</b>	None	None	None
<b>Religion</b>	None	None	None
<b>Political Opinion</b>	None	None	None
<b>Marital Status</b>	None	None	None
<b>Dependent Status</b>	None	None	None
<b>Disability</b>	Minor	Minor	Minor
<b>Ethnicity</b>	None	None	None
<b>Sexual Orientation</b>	None	None	None

<b>(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?</b>	
<b>Section 75 category</b>	<b>Please provide details</b>
<b>Gender</b>	Not Applicable
<b>Age</b>	Not Applicable
<b>Religion</b>	Not Applicable
<b>Political Opinion</b>	Not Applicable
<b>Marital Status</b>	Not Applicable
<b>Dependent Status</b>	Not Applicable

<b>(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?</b>	
<b>Section 75 category</b>	<b>Please provide details</b>
<b>Disability</b>	Not Applicable
<b>Ethnicity</b>	Not Applicable
<b>Sexual Orientation</b>	Not Applicable

<b>(4.3) To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group? minor/major/none</b>		
<b>Good relations category</b>	<b>Details of policy/proposal impact</b>	<b>Level of impact Minor/major/none</b>
<b>Religious belief</b>	N/A	None
<b>Political opinion</b>	N/A	None
<b>Racial group</b>	N/A	None

<b>(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</b>	
<b>Good relations category</b>	<b>Please provide details</b>
<b>Religious belief</b>	Not Applicable
<b>Political opinion</b>	Not Applicable
<b>Racial group</b>	Not Applicable

## **(5) Consideration of Disability Duties**

<p><b>(5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?</b></p> <p>Any training will take consideration of staff with disabilities to ensure full participation of all involved.</p>
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The Trust is committed to ensuring it meets its obligations within the Disability Discrimination Act 1995 and the United Nations Convention on the Rights of People with Disabilities. The Trust has a number of policies/plans in place including a Disability Action Plan as well as staff training, aimed at encouraging disabled people participation in public life and promoting positive attitudes towards disabled people including staff with disabilities.

The Trust is committed to Equal Opportunities

## **(6) Consideration of Human Rights**

The Trust has a duty to act compatibly and must take Human Rights considerations into account in its day-to-day functions/activities.

(6.1) How does the policy/proposal impact on Human Rights?  
Complete for each of the articles

<b>Article</b>	<b>Positive impact</b>	<b>Negative impact = human right interfered with or restricted</b>	<b>Neutral impact</b>
<b>Article 2 – Right to life</b>	X		
<b>Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment</b>			X
<b>Article 4 – Right to freedom from slavery, servitude &amp; forced or compulsory labour</b>			X
<b>Article 5 – Right to liberty &amp; security of person</b>			X
<b>Article 6 – Right to a fair &amp; public trial within a reasonable time</b>			X
<b>Article 7 – Right to freedom from retrospective criminal law &amp; no punishment without law</b>			X
<b>Article 8 – Right to respect for private &amp; family life, home and correspondence.</b>			X
<b>Article 9 – Right to freedom of thought, conscience &amp; religion</b>			X
<b>Article 10 – Right to freedom of expression</b>			X
<b>Article 11 – Right to freedom of assembly &amp; association</b>			X
<b>Article 12 – Right to marry &amp; found a family</b>			X
<b>Article 14 – Prohibition of discrimination in the enjoyment of the convention rights</b>			X

Article	Positive impact	Negative impact = human right interfered with or restricted	Neutral impact
<b>1<sup>st</sup> protocol Article 1 – Right to a peaceful enjoyment of possessions &amp; protection of property</b>			X
<b>1<sup>st</sup> protocol Article 2 – Right of access to education</b>			X

**Please note: If you have identified potential negative impact in relation to any of the Articles in the table above, speak to your line manager and/or Equality Unit on tel: 028 375 64151. It may also be necessary to seek legal advice.**

- (6.2) Please outline any actions you will take to promote awareness of human rights and evidence that human rights have been taken into consideration in decision making processes.
- The policy's primary goal is to protect lives and minimise harm from the effects of fire that would otherwise impact staff and those who undertake work on behalf of the Trust by ensuring robust systems and processes. This includes providing information, instruction, training, and supervision.
  - The policy will take into account human rights considerations e.g. The Mental Capacity Act.
  - The e-learning module on Equality, Diversity, Human Rights and Good Relations is promoted alongside face to face training programmes for all staff.
  - Human rights of staff and service users were discussed throughout the screening Process.
  - Considering human rights aspects as an integral part of the Trust's decision making processes and in this instance policy development, implementation and review.
  - As part of audit and quality improvement, regular feedback will be sought from service users to ensure needs continue to be met.

**(7) Screening Decision**

(7.1) Given the answers in Section 4 of this template, how would you categorise the impacts of this decision or policy/proposal? *(Please tick one option below and list your reasons for the decision in 7.2 below)*

<b>Major impact</b>		<b>EQIA Required? <i>(Delete as appropriate)</i></b>	
		<b>Yes</b>	<b>No</b>

<b>Minor impact</b>	✓	Mitigation Required	Alternative Policy Required
		<b>No</b>	<b>No</b>

<b>No impact</b>		<b>Screened Out</b>
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(7.2) Please give reasons for your decision and detail any mitigation or alternative policies considered.

The policy's primary goal is to protect lives and minimise harm from fire that would impact staff, service users, visitors and contractors by ensuring robust systems and processes. This includes providing information, instruction, training, and supervision to safely deliver care.

(7.3) Do you consider the policy/proposal needs to be subjected to ongoing screening? NB: for strategies/policies that are to be put in place through a series of stages – screen at various stages during implementation.

Yes	
No	x

**(8) Monitoring**

(8.1) Please detail how you will monitor the effect of the policy/proposal for equality of opportunity and good relations, disability duties and human rights?

Monitoring of:

- Reported fire safety Incidents
- Complaints
- Training
- Fire Risk Assessments
- Outcomes of NIFRS/RQIA/BSO audits

**Approved Lead Officer:** Catherine Teggart

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**Date:** 13/05/2025

**Policy/proposal screened by:** Patrick Heaney (Fire Safety Manager)

**Please forward completed screening template to [Equality.Unit@southerntrust.hscni.net](mailto:Equality.Unit@southerntrust.hscni.net) for inclusion in the Trust's Policy Screening Reports which are uploaded to the Trust's website.**