Southern Health and Social Care Trust
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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 Guidance Notes' (on Intranet) 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
Health & Safety at Work Policy

(1.2) Is this a new, existing or revised policy/proposal?
Revised

(1.3) What is it trying to achieve (intended aims/outcomes)?
To provide a safe and healthy environment for its employees, patients, clients, visitors, contractors and others who may be affected whilst at work, by the services it provides or whilst on its premises. A safe working environment can only be achieved and maintained with close co-operation and active participation from staff of all grades and disciplines. To ensure the Trust complies with its statutory responsibilities under the Health & Safety at Work (NI) Order 1978 and other related legislation and to actively promote a positive health and safety culture. To ensure that health and safety management in the Trust is based on a continuous improvement model and embraces the Trust's risk management strategy and processes.

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

All staff and those using Trust premises/facilities e.g. contractors, members of the public, voluntary groups etc.

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

SHSCT – Director HROD (Lead Director for Health & Safety)

(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 constraints may impact on the outcome of the policy

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

All staff and managers within the Trust, Trade Unions, Senior Management Team. All staff and those using Trust premises/facilities e.g. contractors, members of the public, voluntary groups etc.

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

Risk Management Strategy (2007) – Medical Directorate
Interim Measures for Adverse Incidents – Medical Directorate
Zero Tolerance Arrangements (2008) – HROD Directorate
Health & Well Being Arrangements (2008) – HROD Directorate
Records Management Policy (2007) – Directorate of Performance & Reform
Fire Policy – Each Legacy Trust
COSHH Policy – Each Legacy Trust
DSE Policy – Each Legacy Trust
First Aid Policy – Each Legacy Trust
No Smoking Policy – Each Legacy Trust

(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? *NB: Specify the details for each of the Section 75 categories for any staff affected, the Trust Workforce, any patients/clients affected and the Trust general population in the following tables* ***if appropriate****.*

2.1 Staff Affected by this Policy/Proposal - All staff are likely to benefit from this policy which aims to provide a safe and healthy environment for everyone.

Section 75 Group	***Make up of Staff Affected***	***Percentage***
Gender	Female Male	
Religion	Protestant Roman Catholic Not Known/Other	
Political Opinion	Broadly Unionist Broadly Nationalist Other Do Not Wish To Answer/Not Known	
Age	16-24 25-34 35-44 45-54 55-64 65+	
Marital Status	Single Married/Civil Partnership Other/Not Known	
Caring Responsibility	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability None Not Known	
Disability	Yes No Not Known	
Ethnicity	Bangladeshi Black African Black Caribbean Black Other Chinese Filipino Indian Irish Traveller Mixed Ethnic Pakistani White Not Known	
Sexual Orientation *towards:*	Opposite Sex Same Sex Same and Opposite Sex Do Not Wish To Answer/Not Known	

2.2 Composition of Southern Trust Workforce

(please contact the Equality Unit on 028 375 64152 to ensure the figures below are the most recent)

Section 75 Group	*Southern Trust Workforce Profile as at 1 January 2018*	*Percentage*
Gender	Female Male	**85.7** **14.3**
Religion	Protestant Roman Catholic Neither	**37.3** **57.2** **5.5**
Political Opinion	Broadly Unionist Broadly Nationalist Other Do Not Wish To Answer/Not Known	**9.3** **9.2** **7.4** **74.1**
Age	16-24 25-34 35-44 45-54 55-64 65+	**5.8** **26.3** **23.8** **23.8** **17.7** **2.6**
Marital Status	Single Married Not Known	**29.6** **62.5** **7.9**
Dependent Status	Caring for a Child/Children / Dependant Older Person / Person With a Disability None Not Known	 **23.3** **26.4** **50.3**
Disability	Yes No Not Known	**2.3** **77.5** **20.2**
Ethnicity	Bangladeshi Black African Black Caribbean Black Other Chinese Filipino Indian Irish Traveller Mixed Ethnic Pakistani White Not Known	**0** **0.08** **0.02** **0.01** **0.1** **0.3** **0.6** **0.03** **0.2** **0.1** **79.7** **18.9**
Sexual Orientation ***towards:***	Opposite Sex Same Sex Same and Opposite Sex Do Not Wish To Answer/Not Known	**50.9** **0.7** **0.1** **48.3**

2.3 Patients / Clients Affected

(complete as far as possible with information available to you)

All patients/clients and those in need of Trust Services including those who carry out works/inspection are likely to benefit from this policy as it aims to provide a safe and healthy environment for everyone.

Section 75 Group	***Make up of Patients/Clients Affected***	***Percentage***
Gender	Female Male	
Religion	Protestant Roman Catholic Other	
Political Opinion	Broadly Unionist Broadly Nationalist Other Do Not Wish To Answer/Not Known	
Age	0-15 16-24 25-44 45-64 65-84 85+	
Marital Status	Single Married/Civil Partnership Other/Not Known	
Caring Responsibility	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability None Not Known	
Disability	Yes No Not Known	
Ethnicity	Bangladeshi Black African Black Caribbean Black Other Chinese Filipino Indian Irish Traveller Mixed Ethnic Pakistani White Not Known	
Sexual Orientation *towards:*	Opposite Sex Same Sex Same and Opposite Sex Do Not Wish To Answer/Not Known	

2.4 Southern Trust's Area Population Profile – Census 2011

(NB: in some instances you may need to be more specific and use local District Council areas – please contact the Equality Unit on 028 375 64152).

Section 75 Group	*Trust's Area Population Profile (Population of 358,034)*	*Percentage*
Gender	Female Male	**50.36** **49.64**
Religion	Protestant Roman Catholic Other	**39.15** **56.69** **4.16**
Political Opinion	Not collected	
Age	0-15 16-24 25-44 45-64 65-84 85+	**22.73** **12.25** **28.45** **23.40** **11.69** **1.48**
Marital Status (aged 16+ years)	Single Married/Civil Partnership Other	**34.99** **50.24** **14.77**
Dependent Status	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability	**11.34% of usually resident population provide unpaid care**
Disability	Yes No	**19.64** **80.36**
Ethnicity	Asian Other Bangladeshi Black African Black Caribbean Black Other Chinese Indian Irish Traveller Mixed Ethnic Group Other Pakistani White	**0.20** **0.01** **0.11** **0.01** **0.10** **0.22** **0.17** **0.15** **0.29** **0.16** **0.07** **98.51**
Sexual Orientation	Estimated 6-10% of persons identify as lesbian, gay, bisexual – *Source: 2012 report by Disability Action & Rainbow Project*	

(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. ***(NB: Use relevant statistical and qualitative data to complete the table below)***

Section 75 Category	***Details of Needs, Experiences and Priorities***	
	Staff	***Service Users***
Gender	None	None
Age	None	None
Religion	None	None
Political Opinion	None	None
Marital Status	None	None
Dependent Status	None	None
Disability	Need to consider different formats when communicating the policy in order to gain a full understanding of the policy as well as any evacuation procedures/buddy systems to ensure the safety of employees with a disability.	Need to consider different formats when communicating the out workings of policy and practical implementations in order to ensure the safety of patients/clients/members of the public and others e.g. contractors who use or work on our premises.
Ethnicity	Managers are responsible for ensuring that, where necessary, the policy is translated into alternative languages to ensure the health and safety of all staff including those for whom English may not be a first language.	Need to consider different language needs when communicating the out workings and practical implementation of this policy in order to ensure the safety of patients/clients/members of the public and others e.g. contractors who use or work on our premises.

Section 75 Category	Details of Needs, Experiences and Priorities	
	Staff	Service Users
Sexual Orientation	None	

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

Discussion with Head of Service.
Consultation with Trade Unions, Health & Safety Committee on policy revision.

(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.

(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?

Section 75 category	Details of policy/proposal impact		Level of impact? Minor/major/none
	Staff	Service Users	
Gender			None
Age			None
Religion			None
Political Opinion			None
Marital Status			None
Dependent Status			None
Disability			None when considerations at

			3.1 are taken into account
Ethnicity			None when considerations are 3.1 are taken into account
Sexual Orientation			None

(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?	
Section 75 category	***Please provide details***
Gender	N/A
Age	N/A
Religion	N/A
Political Opinion	N/A
Marital Status	N/A
Dependent Status	N/A
Disability	Health and safety is a legislative requirement and applies to all groups within the Trust. The Policy reflects the current legislative provisions. The Trust will take into account the needs of those with disabilities, including any reasonable adjustments.
Ethnicity	By addressing language needs and translation of any relevant material
Sexual Orientation	N/A

(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		
Good relations category	***Details of policy/proposal impact***	***Level of impact Minor/major/none***
Religious belief	N/A	None
Political opinion	N/A	None
Racial group	N/A	None

(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?	
Good relations category	***Please provide details***
Religious belief	N/A
Political opinion	N/A
Racial group	N/A

(5) Consideration of Disability Duties

(5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?

Ongoing training and the provision of timely reasonable adjustments in line with the DDA.

(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

Article	Positive impact	Negative impact = human right interfered with or restricted	Neutral impact
Article 2 – Right to life			√
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			√
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			√
Article 5 – Right to liberty & security of person			√
Article 6 – Right to a fair & public trial within a reasonable time			√
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			√
Article 8 – Right to respect for private & family life, home and correspondence.			√
Article 9 – Right to freedom of thought, conscience & religion			√
Article 10 – Right to freedom of expression			√
Article 11 – Right to freedom of assembly & association			√
Article 12 – Right to marry & found a family			√
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			√
1st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			√
1st protocol Article 2 – Right of access to education			√

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.

On-going staff training and awareness – completion of Making a Difference eLearning modules. Mainstreaming Human Rights considerations as part of policy development and equality screening processes - at a formative stage in policy development.

(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)*

Major impact		**EQIA Required?** ***(Delete as appropriate)***	
		Yes	**No**

Minor impact		Mitigation Required	Alternative Policy Required
		Yes/No	**Yes/No**

No impact	√	**Screened Out**

(7.2) Please give reasons for your decision and detail any mitigation or alternative policies considered.

The policy does not have any adverse impact on any of the Section 75 categories - provided proper consideration is given to those who may have particular needs e.g. staff with a disability or those who do not speak English as a first language - as it is designed to support all individual staff members within the workplace thus ensuring a safe and healthy working environment.

(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	√

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(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? Incident Trend Analysis, Information provided by Health & Safety Audit Tools

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Position: Head of Health & Safety

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Telephone No: **028 3756 4153**

Date: **September 2018**

Policy/proposal screened by: Ray King Head of Health & Safety

Please forward completed screening template to christine.white@southerntrust.hscni.net for inclusion in the Trust's Policy Screening Reports which are uploaded to the Trust's website.