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

Staff Use of Mobile Phones Policy

(1.2) Is this a new, existing or revised policy/proposal?
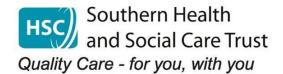This is a revised policy.

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

The policy provides a summary of the required principles, values, structures and roles and responsibilities of all staff in the use of mobile phone / devices. It provides clarity in relation to where and to whom the policy applies and also includes situations where the policy does not apply.

(1.4) Are there any Section 75 categories which might be expected to benefit from the intended policy/proposal?
No categories will be expected to benefit from this policy.

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

The Southern Trust.

(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?)

Staff being unaware of the policy.

(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 issued with mobile phones, their manager and Director/Assistant, Director. IT Department.

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

IT Information Governance Policy
IT Information Technology Security Policy
IT Information Security Email Communications Policy
IT Information Security Use OF Internet Services Policy

Southern Health and Social Care Trust
HSC
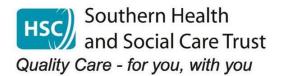### Quality Care - for you, with you

(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**.*
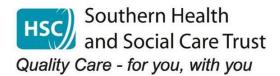
2.1 Staff Affected by this Policy/Proposal
(please contact the Equality Unit on 028 375 64152 with details of staff affected in order to complete table below)

Section 75 Group	Make up of Staff Affected	Percentage
Gender	Female	**85.0%**
	Male	**15.0%**
Religion	Protestant	**34.3%**
	Roman Catholic	**56.6%**
	Not Known/Other	**9.1%**
Political Opinion	Broadly Unionist	**8.9%**
	Broadly Nationalist	**9.8%**
	Other	**7.7%**
	Do Not Wish To Answer/Not Known	**73.6%**
Age	16-24	**8.9%**
	25-34	**24.1%**
	35-44	**26.1%**
	45-54	**20.4%**
	55-64	**17.1%**
	65+	**3.4%**
Marital Status	Single	**33.4%**
	Married/Civil Partnership	**55.4%**
	Other/Not Known	**11.2%**
Caring Responsibility	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability	**15.6%**
	None	**31.0%**
	Not Known	**53.4%**
Disability	Yes	**2.4%**
	No	**73.9%**
	Not Known	**23.7%**
Ethnicity	Bangladeshi	**0.02%**
	Black African	**0.24%**
	Black Caribbean	**0.01%**
	Black Other	**0.03%**
	Chinese	**0.11%**
	Filipino	**0.46%**
	Indian	**0.81%**
	Irish Traveller	**0.02%**
	Mixed Ethnic	**0.16%**
	Pakistani	**0.12%**
	White	**74.82%**
	Not Known	**23.22%**
Sexual Orientation *towards:*	Opposite Sex	**56.3%**
	Same Sex	**1.1%**
	Same and Opposite Sex	**0.2%**
	Do Not Wish To Answer/Not Known	**42.4%**

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 2023	Percentage
Gender	Female	85.0%
	Male	15.0%
Religion	Protestant	34.3%
	Roman Catholic	56.6%
	Neither	9.1%
Political Opinion	Broadly Unionist	8.9%
	Broadly Nationalist	9.8%
	Other	7.7%
	Do Not Wish To Answer/Not Known	73.6%
Age	16-24	8.9%
	25-34	24.1%
	35-44	26.1%
	45-54	20.4%
	55-64	17.1%
	65+	3.4%
Marital Status	Single	33.4%
	Married	55.4%
	Not Known	11.2%
Dependent Status	Caring for a Child/Children / Dependant Older Person / Person With a Disability	15.6%
	None	31.0%
	Not Known	53.4%
Disability	Yes	2.4%
	No	73.9%
	Not Known	23.7%
Ethnicity	Bangladeshi	0.02%
	Black African	0.24%
	Black Caribbean	0.01%
	Black Other	0.03%
	Chinese	0.11%
	Filipino	0.46%
	Indian	0.81%
	Irish Traveller	0.02%
	Mixed Ethnic	0.16%
	Pakistani	0.12%
	White	74.82%
	Not Known	23.22%
Sexual Orientation *towards:*	Opposite Sex	56.3%
	Same Sex	1.1%
	Same and Opposite Sex	0.2%
	Do Not Wish To Answer/Not Known	42.4%

2.3 Patients / Clients Affected / 2.4 Southern Trust's Area Population Profile – Census 2011
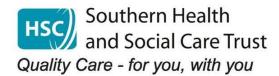
This is a staff policy.

(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	Personal calls permitted and call charging removed. Advice revised regarding use of mobile in vehicles.	n/a
Age	As Above	n/a
Religion	As Above	n/a
Political Opinion	As Above	n/a
Marital Status	As Above	n/a
Dependent Status	As Above	n/a
Disability	As Above	n/a
Ethnicity	As Above	n/a
Sexual Orientation	As Above	n/a

(3.2) Provide details of how you have involved stakeholders, views of colleagues, service users and staff etc when screening this policy/proposal.
Policy sent to trade union representatives for feedback

(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	N/A	none
Age	none	N/A	none
Religion	none	N/A	none
Political Opinion	none	N/A	none
Marital Status	none	N/A	none
Dependent Status	none	N/A	none
Disability	none	N/A	none
Ethnicity	none	N/A	none
Sexual Orientation	none	N/A	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

(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?

Section 75 category	Please provide details
Marital Status	N/a
Dependent Status	N/a
Disability	N/a
Ethnicity	Modern smart phones can be set for different languages to support staff whose first language may not be English
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	none	none
Political opinion	none	none
Racial group	none	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	none
Political opinion	none

Racial group	none

(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?
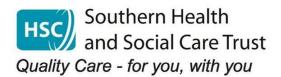
Staff with disabilities (e.g. hearing or visually impaired) will be assisted by the telecoms team and their O/T representative to ensure an appropriate device is supplied.

(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

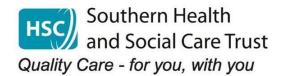| Article	Positive impact	Negative impact = human right interfered with or restricted	Neutral impact
Article 2 – Right to life			X
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			X
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			X
Article 5 – Right to liberty & security of person			X
Article 6 – Right to a fair & public trial within a reasonable time			X
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			X
Article 8 – Right to respect for private & family life, home and correspondence.			X

Article	Positive impact	Negative impact = human right interfered with or restricted	Neutral impact
Article 9 – Right to freedom of thought, conscience & religion			X
Article 10 – Right to freedom of expression			X
Article 11 – Right to freedom of assembly & association			X
Article 12 – Right to marry & found a family			X
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			X
1st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			X
1st protocol Article 2 – Right of access to education			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.

Human rights in relation to photographs detailed in section 4.4 of policy

(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)*

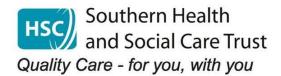| Major impact		EQIA Required? *(Delete as appropriate)*	
			No

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

No impact		**Screened Out**

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

No Impact - Policy wording revised to remove references to 'Blackberry',
          Charging for personal use removed
          Wording regarding use in vehicles revised

(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?

This procedure will be reviewed periodically in consultation and negotiation with recognised staff side representatives.

Approved Lead Officer: Malcolm Sloane

Position: Head of Specialist Estate Services

Email: malcolm.sloane@southerntrust.hscni.net

Telephone No: 028 3756 3764

Date: 7/3/2023

Policy/proposal screened by: John Mitchell

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