

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 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

Food Hygiene Policy

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

Revised October 2019

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

Aim of policy is to ensure that the Trust has in place suitable and robust governance arrangements to support the delivery and maintenance of good hygiene and food safety practices which conform to current food safety legislation.

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

All S75 categories including staff, actual and potential service users – patients, clients and visitors.

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

Trust Policy – implemented by Managers and staff

The Policy meets the requirements of the Trust's Controls Assurance Standard relating to Food Hygiene and 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?)

Staff will receive Food Hygiene training to ensure the effective implementation of the policy and that food safety practices conform to current food safety legislation.

Strictly adherence to HACCP Plans is essential.

All food preparation environments require to be maintained in good condition to ensure good food hygiene practices, the prevention of contamination and the provision of adequate cleaning. The equipment will also need to be properly maintained and serviced to ensure good food hygiene practices, attainment of correct temperature controls and compliance with food safety legislation.

(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 Management, food handlers, patients, clients, staff and visitors.

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

- The Trust's Staff Training Requirements for Food Hygiene
- Relevant Health and Safety Legislation and Guidance
- Relevant Food Safety Legislation and Guidance
- Catering equipment service contracts managed by Estates
- The Trust's Controls Assurance Standard relating to Food Hygiene and Safety.
- HACCP Plans in each facility

(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

Section 75 Group	Make up of Staff Affected	Percentage
Gender	Female Male	*All staff will benefit from good food safety practices that conform to current food safety legislation.
Religion	Protestant Roman Catholic Not Known/Other	*See note above
Political Opinion	Broadly Unionist Broadly Nationalist Other Do Not Wish To Answer/Not Known	*See note above
Age	16-24 25-34 35-44 45-54 55-64 65+	*See note above
Marital Status	Single Married/Civil Partnership Other/Not Known	*See note above
Caring Responsibility	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability None Not Known	*See note above
Disability	Yes No Not Known	*See note above
Ethnicity	Bangladeshi Black African Black Caribbean Black Other Chinese Filipino Indian Irish Traveller Mixed Ethnic Pakistani White Not Known	*See note above

Sexual Orientation towards:	Opposite Sex Same Sex Same and Opposite Sex Do Not Wish To Answer/Not Known	*See note above
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2.2 Composition of Southern Trust Workforce

Section 75 Group	<i>Southern Trust Workforce Profile as at 1 January 2020</i>	<i>Percentage</i>
Gender	Female Male	85.8 14.2
Religion	Protestant Roman Catholic Neither	36.5 57.2 6.3
Political Opinion	Broadly Unionist Broadly Nationalist Other Do Not Wish To Answer/Not Known	9.7 9.9 7.7 72.7
Age	16-24 25-34 35-44 45-54 55-64 65+	5.3 25.6 25.0 22.4 18.7 3.0
Marital Status	Single Married Not Known	30.4 61.3 8.3
Dependent Status	Caring for a Child/Children / Dependant Older Person / Person With a Disability None Not Known	20.7 30.0 49.3
Disability	Yes No Not Known	2.4 79.3 18.3
Ethnicity	Bangladeshi Black African Black Caribbean Black Other Chinese Filipino Indian Irish Traveller Mixed Ethnic Pakistani White Not Known	0 0.2 0 0 0.1 0.4 0.7 0 0.2 0.1 81.1 17.2
Sexual Orientation towards:	Opposite Sex Same Sex Same and Opposite Sex Do Not Wish To Answer/Not Known	55.2 0.9 0.1 43.8

2.3 Patients / Clients Affected

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

Section 75 Group	Make up of Patients/Clients Affected	Percentage
Gender	Female Male	* Actual and potential service users – patients, clients and visitors will benefit from good food safety practices that conform to current food safety legislation.
Religion	Protestant Roman Catholic Other	*see note above
Political Opinion	Broadly Unionist Broadly Nationalist Other Do Not Wish To Answer/Not Known	*see note above
Age	0-15 16-24 25-44 45-64 65-84 85+	*see note above
Marital Status	Single Married/Civil Partnership Other/Not Known	*see note above
Caring Responsibility	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability None Not Known	*see note above
Disability	Yes No Not Known	*see note above
Ethnicity	Bangladeshi Black African Black Caribbean Black Other Chinese Filipino Indian Irish Traveller Mixed Ethnic Pakistani White Not Known	*see note above
Sexual Orientation towards:	Opposite Sex Same Sex Same and Opposite Sex Do Not Wish To Answer/Not Known	*see note above

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	50.36
	Male	49.64
Religion	Protestant	39.15
	Roman Catholic	56.69
	Other	4.16
Political Opinion	Not collected	
Age	0-15	22.73
	16-24	12.25
	25-44	28.45
	45-64	23.40
	65-84	11.69
	85+	1.48
Marital Status (aged 16+ years)	Single	34.99
	Married/Civil Partnership	50.24
	Other	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	19.64
	No	80.36
Ethnicity	Asian Other	0.20
	Bangladeshi	0.01
	Black African	0.11
	Black Caribbean	0.01
	Black Other	0.10
	Chinese	0.22
	Indian	0.17
	Irish Traveller	0.15
	Mixed Ethnic Group	0.29
	Other	0.16
	Pakistani	0.07
	White	98.51
Sexual Orientation	Estimated 6-10% of persons identify as lesbian, gay, bisexual – <i>Source: 2012 report by Disability Action & Rainbow Project</i>	

(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	All staff will benefit from good food safety practices that conform to current food safety legislation	Actual and potential service users – patients, clients and visitors will benefit from good food safety practices that conform to current food safety legislation.
Age	As above	As above
Religion	As above	As above
Political Opinion	As above	As above
Marital Status	As above	As above
Dependent Status	As above	As above
Disability	As above	As above
Ethnicity	As above	As above The Trust has patient menus available in different languages to improve communication with these groups and Halal/Kosher meals are bought in ready prepared to reduce the risk of contamination.
Sexual Orientation	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.

Policy conforms with food safety standards/legislation – see aims at 1.3.

The revisions to the Policy were shared with the Food Hygiene & Safety Committee.

(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 – policy aims to comply with current food hygiene standards/legislation
Age			*See note above
Religion			*See note above
Political Opinion			*See note above
Marital Status			*See note above
Dependent Status			*See note above
Disability			*See note above
Ethnicity			*See note above
Sexual Orientation			*See note above

(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	See note at 4.1 above
Age	See note at 4.1 above
Religion	See note at 4.1 above

(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?	
Section 75 category	Please provide details
Political Opinion	See note at 4.1 above
Marital Status	See note at 4.1 above
Dependent Status	See note at 4.1 above
Disability	See note at 4.1 above
Ethnicity	The Trust has patient menus available in different languages to improve communication with these groups and Halal/Kosher meals are bought in ready prepared to reduce the risk of contamination.
Sexual Orientation	See note at 4.1 above

(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
Political opinion		None
Racial group		None

(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?	
<i>Good relations category</i>	<i>Please provide details</i>
Religious belief	
Political opinion	
Racial group	The Trust has patient menus available in different languages to improve communication with these groups and Halal/Kosher meals are bought in ready prepared to reduce the risk of contamination.

(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?

Policy applies to staff, actual and potential service users – patients, clients and visitors all of whom will benefit from good food safety practices that conform to current food safety legislation.

(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			✓
1 st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			✓
1 st 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.

Aim of policy is essentially to ensure that the Trust has in place suitable and robust governance arrangements to support the delivery and maintenance of good hygiene and food safety practices which conform to current food safety legislation.

(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? <i>(Delete as appropriate)</i>	
		Yes	No

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

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

Aim of policy is to ensure that the Trust has in place suitable and robust governance arrangements to support the delivery and maintenance of good hygiene and food safety practices which conform to current food safety legislation.

(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	√

(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?

- Internal Kitchen Audits
- HACCP Compliance
- Review of food safety incidents
- Review of complaints
- Environmental Health Inspections
- National Food Hygiene Ratings for Trust Food Registered Premises

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Date: 20/2/2020
Policy/proposal screened by: Valerie Adams, Divisional Support Officer

**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**