South Eastern Health and Social Care Trust

Equality, Good Relations and Human Rights Screening Template

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

See Guidance Notes for further background information on the relevant legislation and for help in answering the questions on this template (follow the links).

(1) Information about the Policy/Proposal

(1.1) Name of the policy/proposal
Estates Control of Contractors Policy

(1.2) Is this a new, existing or revised policy/proposal?
Revised replacing SET/Gen (05) 2021

(1.3) What is it trying to achieve (intended aims/outcomes)?
To ensure that the Trust has adequate governance in place in order to minimise the risk to staff and public (as far as reasonably practicable) of an incident from work carried out by contractors. This shall be achieved through the policy which will provide the Estate Services Department staff, contractors, statutory authorities and other stakeholders, relevant information on the management roles and responsibilities, management structure and management and contractor precautions in place for demonstrating compliance with statutory obligations and industry best practice. Drivers for this are legislation and the adoption of best practice guidance documents.

(1.4) Are there any Section 75 categories (see list in 3.1) which might be expected to benefit from the intended policy/proposal?
No.

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

SET Estate Services Department

(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?)

No.

(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)

The scope of this policy extends to all areas of the Trust's estate whether owned or leased. This policy applies to those employees identified as having a duty within the policy and those undertaking service provision on behalf of the Trust and refers to all services and activities. All Estates staff and contractors will be required to adhere to the procedures and precautions in undertaking any related duties and activities.

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

Current Health & Safety legislation, Department of Health and Health & Social Care procurement guidelines. This is an Estates policy to ensure contractors are appropriately directed to ensure (as far as reasonably practicable) a safe environment for Trust staff and its visitors.

(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? Specify details for relevant Section 75 categories.

Details of evidence/information
Feedback from Trust Estate Services Department staff. The policy follows legislation and associated codes of practice, existing Trust guidelines, policy and best practice,

(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.

Category	**Needs, experiences and priorities**	
	Service users	***Staff***
Gender		N/A
Age		N/A
Religion		N/A
Political Opinion		N/A

Marital Status		N/A
Dependent Status		N/A
Disability		N/A
Ethnicity		N/A
Sexual Orientation		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.

Key Trust Estate Services Department staff were consulted in the development of this policy which only follows legislation and best practice.

(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***
	Services Users	***Staff***	
Gender			None
Age			None
Religion			None

Political Opinion			None
Marital Status			None
Dependent Status			None
Disability			None
Ethnicity			None
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	None
Age	None
Religion	None
Political Opinion	None
Marital Status	None
Dependent Status	None
Disability	None
Ethnicity	None
Sexual Orientation	None

(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?	
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?
N/A

(6) Consideration of Human Rights

(6.1) Does the policy/proposal affect anyone's 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 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. 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. N/A. This policy only follows legislation and associated codes of practice, existing Trust guidelines and best practice.

(7) Screening Decision

(7.1) Given the answers in Section 4, how would you categorise the impacts of this policy/proposal?

Major impact	
Minor impact	
No impact	X

(7.2) Do you consider the policy/proposal needs to be subjected to ongoing screening

Yes	
No	X

(7.3) Do you think the policy/proposal should be subject to and Equality Impact Assessment (EQIA)?

Yes	
No	X

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(7.4) Please give reasons for your decision and detail any mitigation considered.

This policy only follows legislation and associated codes of practice, existing Trust policy and best practice. There are no perceived adverse impact on any of the Section 75 groups.

(8) Monitoring

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

- Estates meetings held regularly between Estates personnel and contractors and meetings with service users
- Various safety related Trust committees
- Feedback from Trust consultation
- Estates Service Department Senior Management Team

Approved Lead Officer:	John McKinney
Position:	Estates Fire, Risk, Governance & Quality Manager
Date:	12/06/25
Policy/proposal screened by:	Xx and xx

Please forward completed schedule to:

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