



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

Trust Security Policy

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

Revised

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

- The Policy seeks to implement the requirements of the Health & Safety at Work (Northern Ireland) Order 1978, the Management of Health & Safety at Work Regulations (Northern Ireland) 2000 as they related to the security of staff and the Hospital Lockdown Guidance for HSC Trusts issued by the Department of Health Social Services and Public Safety.
- The Trust has a duty to have in place mechanisms, which maintain the security of patients, clients, visitors and staff as set out in the Trust's Security Strategy.
- This Policy should also be read in conjunction with the Medicines Policy, which sets out security issues in respect of the transportation and storage of Medicines and Controlled Drugs, the policy in relation to Physical Security of Safes and Keys at Trust



facilities, the Zero Tolerance Policy and ICT Security Policy.

- The Trust also recognises the vital role that staff must play in support of legal requirements and policies in existence to protect themselves and ensure that safety of others.

- A Northern Ireland Security Controls Assurance Standard is in place. This states that within each Trust, “There is a secure environment that protects all service users, staff and visitors and their property, and the physical assets of the organisation”.

- The Trust is required to substantively comply with this standard.

- To implement requirements of Health and Safety Legislation

- To provide a safe and secure environment for Service Users, Staff, Visitors and their property

- To safeguard assets of the organisation

- This Policy applies to all premises owned or leased by the Trust together with all property owned or leased from the Trust.

- Arrangements set out in the Policy are applicable to Patients/Clients/Visitors and members of staff.

(1.4) Are there any Section 75 categories (see list in 3.1) which might be expected to benefit from the intended policy/proposal?

None

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

This is a Trust Policy



(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?)

None

(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)

Staff, actual or potential Service Users, visitors, voluntary and Community Groups and the General Public and other Statutory Bodies e.g. PSNI

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

- Health and Safety at Work (NI) Order 1978
- Policy for the Management of Violence and Aggression and the Use of Restraint
- Management of Health and Safety Work Regulations (NI) 2000 as they relate to the security staff
- DHSSPS Guidelines e.g. Zero Tolerance Policy and ICT Security Policy
- Security Strategy
- Medicines Policy
- Physical Security of Safes and Keys at Trust facilities
- Northern Ireland Security Controls Assurance Standard
- Hospital Lockdown Guidance

- Secured by design principals
- Local Security Procedures

(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

- Information from the screening of current Security Policy
- Through statistics and Research and implementation of previous security policy
- The policy was revised by the Security Committee which comprises of relevant heads of Departments and staff side representatives.
- There were no complaints received with regard to the previous Security Policy
- Legal Advice from DLA led to minor changes in the revised policy
- CCTV codes of Practice
- The Public Order (NI) Order 1987
- Regulation of Investigatory Powers Act 2000(RIPA)

(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	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Age	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Religion	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Political Opinion	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Marital Status	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Dependent Status	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Disability	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Ethnicity	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None
Sexual Orientation	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None

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

- Security Committee discussions – including with UNIONS
- Advice from DLA
- Policy Committee discussion and consultation
- Regular Discussion with Assistant Director and Security Staff
- Discussions with PSNI

(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	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Age	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Religion	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Political Opinion	The Policy applies to both patients and Clients and is applied	None	None

	equally to all nine equality duties		
Marital Status	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Dependent Status	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Disability	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Ethnicity	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	None
Sexual Orientation	The Policy applies to both patients and Clients and is applied equally to all nine equality duties	None	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	There are no changes identified to promote good relations with regard to religion.	None
Political opinion	There are no changes identified to promote good relations with regard to political opinion.	None
Racial group	There are no changes identified to promote good relations with regard to 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 There are no changes identified to promote good relations with regard to religion
Political opinion	None There are no changes identified to promote good relations with regard to political opinion
Racial group	None There are no changes identified to promote good relations with regard to racial group.

(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?

- Those patients, visitors and staff with a disability will experience the same security as those without.
- Trust staff undertake Equality, Diversity and Human Rights Training and Awareness Raising sessions to make them aware of the needs of all patients and visitors.

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

The Trust has in place a robust training strategy for Equality and Human Rights for all levels of staff.



(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

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

The Trust has a duty to have in place mechanisms which maintain the security of patients, clients, visitors and staff.

This policy has been developed by Trust staff including Trade Union representatives. The policy was deemed to have no impact with regard to the 9 equality categories.

The Trust recognises that Article 5 identifies the liberty and security of the person. However, restraint and detention, as directed by Clinicians of individuals to comply with Duty of Care, is legally permissible as dictated by

- Common Law
- The Criminal Law



- Human Rights Legislation
- Public Order (NI) Order
- Mental Health Act
- Children's Order

The Trust also identifies the detention of, and restriction of access by visitors to comply with the duty of care it has to patients.

The Trust commits to monitoring the policy as noted in Section 8 of this template and to reviewing by February 2019 as noted in the policy itself.



(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?

- Incident Reports to Risk Management placed on Datix System to enable analysis of statistics
- Evaluation of training to include Induction, Patient Experience, Security Personnel, Care and Responsibility, Therapeutic Crisis Intervention. Personal Safety and Physical Intervention
- Monitoring of implementation by Security Committee via the Annual Security Action Plan
- Key Performance Indicators
- Annual Security Report
- Monitoring of losses of identification badges
- Complaints
- Compliments

Approved Lead Officer: Jeff Thompson

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