

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

[Information Governance Policy](#)

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

[Revised](#)

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

[Provide guidance to all Trust staff on Information Governance compliance.](#)

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

[Inclusive to all](#)

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

[This is the Trust's Information Governance Policy and includes compliance with GDPR, Data Protection Act and FOI legislation](#)

(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)

Trust staff

Partner organisations internal and external to the HSC and including voluntary sector

Trust population notably patients and clients

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

Records Mangement Policy and Procedures

Data Protection Policy

Freedom of Information Act Policy and Procedure

ICT Security Policy

DoH Code of Practice on Protecting Confidentiality of Service User Information (April 2019)

(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.

<i>Details of evidence/information</i>
<ul style="list-style-type: none"> • DoH Information Management Controls Assurance Standard • South Eastern Health & Social Care Information Governance Strategy including Framework 2018/19 to 2020/21 • ICT Security Policy • Information Security Policy • Data Protection Act 2018 and General Data Protection Regulation 2016

(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	Female 51.25% Male 48.75%	Female 81.22% Male 18.78%
Age	0-15 20.56% 16-19 5.32% 20-29 12.28% 30-45 20.09% 46-59 20.07% 60+ 21.68%	0-15 0% 16-19 0.53% 20-29 16.39% 30-45 40% 46-59 33.49% 60+ 9.59%

Religion	Protestant 50.52% Roman Catholic 27.90% Other 0.82% None 14.65% Not Known 6.11%	Protestant 50.52% Roman Catholic 27.90% Other 0.82% None 14.65% Not Known 6.11%
Political Opinion	Not collected on 2011 census. Council voting patterns below are considered. Ards & North Down council area return a unionist majority Lisburn and Castlereagh council area return a unionist majority Newry, Mourne & Down council area return a nationalist majority	Broadly Nationalist 3.03% Broadly Unionist 8.24% Do not wish to answer 11.09% Other 5.35% Not known 72.29%
Marital Status	Single 31.7% Married 51.64% Divorced 6.01% Widowed 6.85% Separated 3.70% Other 0.1%	Single 32.16% Married 56.31% Divorced 3.47% Widowed 0.53% Separated 1.56% Other 5.98%
Dependent Status	Households with dependent children - 33.38%	Child or children 13.00% Dependant older 2.98% A person with disability 1.89% None 10.54% Other/not known 72.30%
Disability	Household with one or more persons with a limiting long term illness 19.82%	Not known 72.85% No 25.84% Yes 1.32%
Ethnicity	Black African 0.1% Irish Traveller 0.04% Bangladeshi 0.06% Pakistani 0.04% Black Caribbean 0.03% Mixed Ethnic Group 0.35% Chinese 0.26% White 98.50% Indian 0.25% Other 0.3% Filipino 0.06%	Black African 0.06% Irish Traveller 0.03% Bangladeshi 0.01% Pakistani 0.03% Black Caribbean 0.01% Mixed Ethnic Group 0.05% Chinese 0.05% White 30.63% Indian 0.43% Other 0.33% Filipino 0.37% Not known 68.00%
Sexual Orientation	Estimated 10% of population is LGBT equates to estimated 168,527 of the NI population i.e. possibly one in 10 in terms of clientele/service user— data source Rainbow Project July 2008	Opposite sex 26.19% Do not wish to answer 1.54% Not known 71.70% Both sexes 0.10% Same sex 0.48%

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

No significant amendment required as change in legislation has had minimal impact on the revision of this policy.

(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	Service Users	Staff
Gender	Female 51.25% Male 48.75%	Female 81.22% Male 18.78%	None	None
Age	0-15 20.56% 16 – 19 5.32% 20-29 12.28% 30-45 20.09% 46-59 20.07% 60+ 21.68%	0-15 0% 16 – 19 0.53% 20-29 16.39% 30-45 40% 46-59 33.49% 60+ 9.59%	None	None
Religion	Protestant 50.52% Roman Catholic 27.90% Other 0.82% None 14.65% Not Known 6.11%	Protestant 42.99% Roman Catholic 25.90% Other 0% None 23.02% Not Known 8.10 %	None	None
Political Opinion	Not collected on 2011 census. Council voting patterns below are considered. Ards & North Down council area return a unionist majority Lisburn and Castlereagh council area return a unionist majority Newry, Mourne & Down	Broadly Nationalist 3.03% Broadly Unionist 8.24% Do not wish to answer 11.09% Other 5.35% Not known 72.29%	None	None

	council area return a nationalist majority			
Marital Status	Single 31.7% Married 51.64% Divorced 6.01% Widowed 6.85% Separated 3.70% Other 0.1%	Single 32.16% Married 56.31% Divorced 3.47% Widowed 0.53% Separated 1.56% Other 5.98%	None	None
Dependent Status	Households with dependent children - 33.38%	Child or children 13.00% Dependant older 2.98% A person with disability 1.89% None 10.54% Other/not known 72.30%	None	None
Disability	Household with one or more persons with a limiting long term illness 19.82%	Child or children 13.00% Dependant older 2.98% A person with disability 1.89% None 10.54% Other/not known 72.30%	None	None
Ethnicity	Black African 0.1% Irish Traveller 0.04% Bangladeshi 0.06% Pakistani 0.04% Black Caribbean 0.03% Mixed Ethnic Group 0.35% Chinese 0.26% White 98.50% Indian 0.25% Other 0.3% Filipino 0.06%	Black African 0.06% Irish Traveller 0.03% Bangladeshi 0.01% Pakistani 0.03% Black Caribbean 0.01% Mixed Ethnic Group 0.05% Chinese 0.05% White 30.63% Indian 0.43% Other 0.33% Filipino 0.37% Not known 68.00%	None	None
Sexual Orientation	Estimated 10% of population is LGBT equates to estimated 168,527 of the NI population i.e. possibly one in 10 in terms of clientele/service user – data source Rainbow Project July 2008	Opposite sex 26.19% Do not wish to answer 1.54% Not known 71.70% Both sexes 0.10% Same sex 0.48%	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	<p>The Trust remains committed to embracing diversity, promoting good relations and challenging sectarianism and racism to ensure service users and staff enjoy equality of opportunity and access to health and social care in a welcoming and safe environment.</p> <p>The Trust has an ongoing strategy of staff</p>
Age	
Religion	
Political Opinion	



Marital Status	training and engagement via e-learning
Dependent Status	
Disability	
Ethnicity	
Sexual Orientation	

(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	<p>The Trust is committed to ensuring that staff and patients have equality of access to services and feel welcome, comfortable and safe accessing all Trust facilities, irrespective of race, religion or political opinion.</p> <p>It is not anticipated that there will be any adverse impact on any service user on account of their race, religion or political opinion.</p>	<p>None The Trust has in place its Good Relations statement which is displayed on staff and service user notice boards.</p>
Political opinion		
Racial group		

(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	<p>The Trust remains committed to embracing diversity, promoting good relations and challenging sectarianism and racism to ensure service users and staff enjoy equality of opportunity and access to health and social care in a welcoming and safe environment.</p> <p>The Trust has an ongoing strategy of staff training and awareness raising.</p>
Political opinion	As above
Racial group	<p>As above</p> <p>The Trust has in place options for face to face, telephone or written interpreting services</p>

(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?

The Trust Disability Action Plan 2018 – 2023 promotes these two duties

Consideration has been given to the profile of staff and/or service users affected by the proposal including those with a disability

Discussion took place with regards to disabled staff/service users and no potential impact was found.

(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 is committed to the protection and promotion of Human Rights in all aspects of its work. The Human Rights Act 1998 gives effect in UK Law to the European Convention on Human Rights and requires legislation to be integrated so far as possible in a way that is compatible with the Convention rights. It also makes it unlawful for a public body to act incompatibly with the Convention rights.
The Trust is cognisant that everyone has the right to enjoy the highest attainable standard of physical and mental health as outlined within the International Covenant on Economic, Social and Cultural Rights and that health is a fundamental human right, which is indispensable for the exercise of other rights. The Trust is also mindful of the raft of United Nations Conventions which protect the rights of protected groups i.e. people with disabilities, women and children and the International Convention on the Elimination of all Forms of Racial Discrimination and of the Protection of the Rights of all Migrant Workers.

(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.

- It is not expected that the policy will have a negative impact to service users or staff.
- Ongoing screening was not identified as a requirement until the policy is revised in the future or when guidance/legislation changes are received.

(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?

- Departmental audits carried out on a regular basis
- Internal audit as per their agreed internal audit cycle
- Corporate Control committee
- Lessons Learnt Committee
- Controls Assurance
- Directorate annual review
- SMT Meetings

Approved Lead Officer: Lynda McAree

Position: Head of Information Governance & Directorate Support

Date: 18/06/2020

Policy/proposal screened by: Victoria Smith

Please forward completed schedule to:

Susan Thompson
Equality Manager
Lough House, Ards Hospital
Newtownards
BT23 4AS
Telephone: 028 9151 2177
Textphone: 028 9151 0137
e: susan.thompson@setrust.hscni.net

Kathey Neill
Equality Officer
Lough House, Ards Hospital
Newtownards
BT23 4AS
Telephone: 028 9151 2122
Textphone: 028 9151 0137
e: kathey.neill@setrust.hscni.net