

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

Equality Diveristy Inclusion Policy

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

New

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

South Eastern H&SC Trust is committed to the promotion of equality and to creating and sustaining an environment that values and celebrates the diversity of its staff and service users. The Trust aims to be representative of the community it serves and for each employee to feel respected and able to give their best.

The Trust is committed to the provision of equality for all staff regardless of gender, including gender identity and expression, religious belief, political opinion, marital/civil partnership or family status, race/ ethnicity, age, sexual orientation, disability and whether or not they have dependants. Selection for employment and advancement will be on the basis of ability, qualifications and aptitude for the work.

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

Trust staff and service users are representative of all Section 75 categories. The



procedure promotes an opportunity for staff/ applicants to complain or praise the HR service. Approximately 82% of existing staff are female.
This procedure will benefit staff and service users in all S75 categories

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

Regional Policy dieminated locally.

(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)

- All staff
- Professional Bodies and Trade Unions
- Service Users
- Other HSC bodies e.g. Recruitment and Selection Shared Service Centres, Payroll Shared Services, other Trusts

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

- Regional and Local Human Resources Policies
- Employment legislation
- Trust's Policy and Procedure on the Management & Handling of Complaints
- HSC Complaints Procedure: A Handbook for Staff



- When Things Go Wrong: Dealing With (and Preventing) Complaints

(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

- Fair Employment and Treatment (NI) Order 1998 (as amended)
- Sex Discrimination (NI) Orders 1976 and 1988 (as amended)
- Equal Pay Act (NI) 1970 (as amended)
- Race Relations (NI) Order 1997 (as amended)
- Disability Discrimination Act 1995 (as amended)
- Employment Equality (Sexual Orientation) Regulations (NI) 2003
- Employment Equality (Age) Regulations (NI) 2006
- Section 75 Northern Ireland Act 1998
- Human Rights Act 1998

(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	Women generally use the service more than men	86.51% Female 13.49% Male
Age	All age ranges are represented within the Trust area	0% 16-19 7.14% 20-29 27.78% 30-39 26.19% 40-49 31.75% 50-59 7.14% 60+
Religion	Majority protestant	55.56% Protestant

		20.63% Roman Catholic 23.81% Other /Not known
Political Opinion	2 out of 3 councils return a Unionist majority	2 out of 3 council areas return a Unionist majority 4.76% Broadly Nationalist 20.63% Broadly Unionist 20.63% Do not wish to answer 15.08% Other 38.89% Not known
Marital Status	All statuses represented	19.84% Single 71.43% Married 6.35% Divorced 0% Widowed 0.79% Separated 0.79% Other 0.79% Not known
Dependent Status	Correlation with gender and age	32.54% Child or Children 8.73% Dependant Older 3.17% A person with Disability 21.43% None 38.89% Other /Not known
Disability	Some have a level of disability	39.68% Not Known 57.94% No 2.38% Yes – Under-reporting. NI average is 20%
Ethnicity	Majority white	61.11% White 0% BME 38.89% Not Known
Sexual Orientation	6-10% LGBT (Ni average)	58.73% Opposite Sex 0% LGB&T 3.97% Do not wish to answer 37.30% Not Known - Under-reporting. NI average is 6 – 10%

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

Senior HR staff meetings

Feedback from HR staff

Trade Union approval.

Policy committee approval.

(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	Women generally use the service more than men	86.51% Female 13.49% Male	None	None
Age	All age ranges are represented within the Trust area	0% 16-19 7.14% 20-29 27.78% 30-39 26.19% 40-49 31.75% 50-59 7.14% 60+	None	None
Religion	Majority protestant	55.56% Protestant 20.63% Roman Catholic 23.81% Other /Not known	None	None
Political Opinion	2 out of 3 councils return a Unionist majority	2 out of 3 council areas return a Unionist majority 4.76% Broadly Nationalist 20.63% Broadly Unionist 20.63% Do not wish to answer 15.08% Other 38.89% Not known,	None	None
Marital Status	All statuses represented	19.84% Single 71.43% Married 6.35% Divorced 0% Widowed 0.79% Separated 0.79% Other 0.79% Not known	None	None
Dependent Status	Correlation with gender and age	32.54% Child or Children 8.73% Dependant Older 3.17% A person with Disability 21.43% None 38.89% Other /Not known	None	None
Disability	Some have a level of disability	39.68% Not Known 57.94% No 2.38% Yes – Under-reporting. NI average is 20%	None	None
Ethnicity	Majority white	61.11% White 0% BME 38.89% Not Known	None	None
Sexual Orientation	6-10% LGBT (Ni average)	58.73% Opposite Sex 0% LGB&T 3.97% Do not wish to answer 37.30% Not Known - Under-reporting. NI average is 6 – 10%	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	Engagement with service users and staff. SET has an ongoing strategy of staff training and engagement
Age	None
Religion	None
Political Opinion	None
Marital Status	None
Dependent Status	None
Disability	none
Ethnicity	Interpreters available as needed Polciy information available in alternative formats
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

<i>(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</i>	
<i>Good relations category</i>	<i>Please provide details</i>
Religious belief	None The Trust has in place its Good Relations statement which is displayed on staff and service user notice boards.
Political opinion	None The Trust has in place its Good Relations statement which is displayed on staff and service user notice boards.
Racial group	As above The trust provides telephone and face to face interpreting services as requested

(5) Consideration of Disability Duties

<i>(5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?</i>
<ul style="list-style-type: none"> • The Trust Disability Action plan 2018-2023 promotes these two duties • The majority of the service users have a disability or multiple disabilities and their needs were taken into account throughout this screening. • This policy is a positive impact on persons with a disability.

(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.

Human Rights discussed during screening process.
E-Learning module on Equality and Human Rights promoted alongside face to face training programmes

(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.

This procedure has been designed to aid the equality diversity and inclusion of staff and service users regionally and locally.

(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?

- Monitoring of data in relation to staff e.g. Article 55.
- Central HR Complaints/Comments Log
- Customer Feedback/ Staff Surveys about HR – both informal and formal

Approved Lead Officer: [Shauna Flynn](#)

Position: [Equality Officer](#)

Date: [12/11/21](#)

Policy/proposal screened by: _____

Please forward completed schedule to:

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