

Equality, Good Relations and Human Rights SCREENING TEMPLATE

****Completed and Signed Screening Templates are public documents posted on the Trust's website****

- All policies / proposals require an equality screening
- Policy / Proposal authors / decision makers are responsible for Equality Screenings

| Section 1: Information about the Policy / Proposal | | | | | | | |
|---|---|-----------------------------|-----------------------------|-------------------------------|---------------------------------------|--------------------------------------|-----------------------------|
| (1.1) Name of the policy/proposal | Relocation of Dunluce Health Visiting Staff | | | | | | |
| (1.2) Status of policy/proposal <i>(please underline)</i> | <u>New</u> | | Existing | | | Revised | |
| (1.3) Department/Service Group: <i>(please underline)</i> | Corporate Services Group <i>(Please specify)</i> | Nursing and User Experience | Un-scheduled and Acute Care | Surgery & Specialist Services | Specialist Hospitals & Women's Health | <u>Children's Community Services</u> | Adult Social & Primary Care |
| (1.4) Description of the policy/ proposal? State the aims and objectives/key elements of the policy/proposal. Detail the changes the policy/proposal will introduce. How will the policy/proposal be communicated to staff /service users? Describe how the policy/proposal will be rolled out/put into practice e.g. will there be changes in working patterns / changes to how services will be delivered etc. | <p>Dunluce Health Visiting (HV) Team has experienced continuing instability in staffing for a number of years, negatively impacting on service delivery and staff satisfaction. It is proposed that staff are relocated to other HV teams to ensure appropriate staffing levels, cover arrangements and access to suitable peer support.</p> <p>It is proposed that the 5 remaining staff members in addition to the vacant caseloads will be relocated to other HV teams throughout the service. Consideration will be given for diverging staff in relation to caseload location as work has been undertaken to review caseloads in relation to GP and postcodes. A more streamlined alignment is possible to facilitate this change.</p> | | | | | | |

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| | |
| (1.5) Who owns the policy/proposal? Where does it originate? For example: DoH / HSCB | BHSCT – Health Visiting Department |
| (1.6) Who are the main stakeholders affected (Internal and External)? For example: actual or potential service users, carers, staff, other public sector organisations, trade unions, professional bodies, independent, voluntary or community sector or others. | Staff – HV; Skill Mix; Admin & Team Leader |
| (1.7) Provide details of how you involved stakeholders, views of colleagues, service users, staff side or other stakeholders when screening this policy/proposal. | Framework on the Management of Staff Affected by Organisational Change will be utilised to progress this change. Staff side have been informed by email on 22/5/23. |
| (1.8) Other policies/strategies with a bearing on this policy/proposal For example: internal or regional policies | N/A |
| (1.9) Are there any factors that could contribute to/detract from the intended aim/outcome of the policy/proposal? For example: Financial, legislative | N/A |

Section 2: Classification of the Policy / Proposal

- The purpose of this Section is to consider the policy/proposal in terms of its **relevance** and likely **impact (actual/potential)** on **equality of opportunity, disability duties, good relations and human rights**.
- To **determine the impact (actual and potential)** of a policy/procedure on **equality of opportunity, disability duties, good relations and human rights** please **complete the screening questions at 2.1 – 2.6**.

| Screening Questions | Yes | No |
|--|----------|----------|
| (2.1) Is there an impact on Equality of Opportunity for those affected by this policy, for each of the S75* equality categories? I.e. is there a differential impact for one S75 group rather than the others? | x | |
| (2.2) Are there better opportunities to promote equality of opportunity for people within the S75 categories? | x | |
| (2.3) Does the policy impact upon Good Relations between people of a different religious belief, political opinion or racial group? | | x |
| (2.4) Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group? | | x |
| (2.5) Are there opportunities to encourage disabled people to participate in public life and promote positive attitudes toward disabled people? (Disability Duties) | | x |
| (2.6) Does the policy/proposal impact on human rights ? | | x |

*S75 equality categories include: Age, Dependent Status, Disability, Men and Women generally, Marital Status Ethnicity, Religion, Political Opinion and Sexual Orientation.

Screening Statement

- If you have answered **Yes** to **any** of the above questions complete **Sections 3 - 9. OR**
- If you have answered **No** to **all** of the above questions the policy may be **screened out** - go to **Screening Statement** at **2.7**.

N.B: All Staff must complete their **mandatory equality, good relations and human rights training** once every five years. This can be booked via HRPTS or completed online at www.hsclearning.com. The online programme is called 'Making a Difference'. Belfast Trust Staff can also access a suite of equality and diversity training including: disability awareness, human rights and embracing diversity in HSC – please contact Lesley.Jamieson@belfasttrust.hscni.net for more information.

(2.7) Screening Statement:

This policy / proposal is '**screened out**' on the basis that:

(please tick)

It is a purely clinical or technical nature and has **no relevance** or **impact (actual / potential)** in terms of **equality of opportunity, disability duties, good relations and human rights.**

It aims to standardise practice and / or achieve best practice based on current evidence.

Reasonable adjustments will be made for patients/service users as required including any information e.g. leaflets/letters in accessible/alternative formats

NB: Accessible/ Alternative formats can include, for example, information in easy to read formats or audio formats when the patient/service user has a learning disability or is visually impaired. For advice on making information accessible and inclusive for disabled patients/service users, use the Making Communication Accessible guidance. In addition, if a patient/service user does not speak English as his/her first language, an interpreter / sign language interpreter should be provided and written information should be translated as appropriate.

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|-----------------------------------|--|
| Any other reasons: Please detail. | |
|-----------------------------------|--|

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| Approved Lead Officer: Position: Date: | | Countersigned by*: Equality Manager: Date: | |
|--|--|--|--|

Please sign / date and forward to the Equality and Planning Team for consideration - Lesley.Jamieson@belfasttrust.hscni.net.

***Equality screenings are completed with information provided by the policy / proposal author subject to advice and assistance provided by the Trust’s Equality Managers.**

Section 3: Consideration of Equality and Good Relations Issues and Evidence Used

This section records the quantitative and qualitative data you have used to consider equality and good relations issues including:

- The assessment of impact on staff and service users
- The identification of mitigation factors to reduce/remove any adverse impact
- Opportunities to better promote equality of opportunity

Evidence to help inform the screening process may be quantitative and qualitative. For example: previous consultations and equality impact assessments (eqias), statistics, research, complaints, feedback, referrals, grievances, inspection reports, focus groups, user groups etc.

(3.1) Quantitative and Qualitative Data: Service Users

SERVICE USERS

| Equality | Service Users | Quantitative Data | Qualitative Data |
|----------|---------------|-------------------|------------------|
|----------|---------------|-------------------|------------------|

| Category | | <i>(2011 Census Data unless otherwise stated)</i> | | (Needs, Experiences, Priorities) |
|-----------------------------------|---|--|--------------------------|----------------------------------|
| | | Belfast / Castlereagh population | Service users affected % | |
| 1. Age | 0-15 16-24 25-34 35-44 45-54 55-64 65+ | 22% 11% 12% 14% 14% 12% 15% | | No impact on service users |
| 2. Dependent Status | Caring for a child dependant older person/ person with a disability | 12% of usually resident population provide unpaid care - 36% of whom are male and 64% are female | | No impact on service users |
| 3. Disability | Yes No | 21% 79% | | No impact on service users |
| 4. Men and Women generally | Female Male | 49% 51% | | No impact on service users |
| 5. Marital Status | Married/Civil P'ship Single Other/Not known | 34.21% 46.6% 19.19% | | No impact on service users |

| | | | | |
|--|--|---|---|----------------------------|
| 6. Race Ethnicity | White Black/Minority Ethnic | 98% 2% | | No impact on service users |
| 7. Religion | Roman Catholic | 41% | | No impact on service users |
| | Presbyterian Church of Ireland Methodist Other Christian | 42% | | No impact on service users |
| | Buddhist Hindu Jewish Muslim Sikh Other None | 17% | | No impact on service users |
| 8. Political Opinion Based on total elected candidates in the local government elections, 2019 | DUP SF SDLP UUP APNI Green PBP IND PUP | Belfast 15 18 6 2 10 4 3 0 2 | Lisburn & Castlereagh 15 2 2 11 9 1 0 0 0 | No impact on service users |

| | | | | |
|------------------------------|--|---|--|----------------------------|
| 9. Sexual Orientation | Opposite sex Same sex Same and Opposite sex Do not wish to answer /Not known | Estimated 6-10% of persons identify as lesbian, gay, bisexual <i>Source: 2012 report by Disability Action & Rainbow Project</i> | | No impact on service users |
|------------------------------|--|---|--|----------------------------|

(3.3) Quantitative and Qualitative Data: Staff

***There are five staff affected by this proposal. Due to the small numbers, a detailed breakdown of equality data will not be provided*.**

This information will be provided together with analysis and advice by the Employment Equality Team in the Human Resources department.

Quantitative Data: For staff data please contact Martin McGrath on 028 95 048353 / martin.mcgrath@belfasttrust.hscni.net

Qualitative Data: Consideration will be given to the different needs, experiences and priorities of each of the categories in relation to the policy / proposal.

Should any equality / modernisation related issues arise they will be managed through the Organisational Change Framework. [Click here for Framework](#)

When organisational / policy change is necessary, regardless of whether it is a permanent or temporary change, the Trust is committed to treating staff fairly and equitably. Staff can be assured that the change process will be managed. This includes consultation with staff and the opportunity for staff to discuss in one to one meetings, any adverse equality impacts resulting in changes to their employment.

This framework also works alongside other Human Resources policies including for example the Disability and Reasonable Adjustment Framework, the Work Life Balance Policy and Procedure, the Recruitment and Selection Policy and Procedure and Agenda for Change Terms and Conditions Handbook.

| Equality Category | Groups | Quantitative Data | | Qualitative Data |
|-------------------------------|--|---|---|------------------|
| | | Belfast Trust workforce (@January 2022) | Staff affected by the Policy/Proposal % | |
| 1. Age | 16-24 25-34 35-44 45-54 55-64 65+ | 6% 23% 25% 23% 19% 3% | | |
| 2. Dependant Status | Dependants No Dependants Not known | 18% 24% 58% | | |
| 3. Disability | Yes No Not known | 2% 65% 33% | | |
| 4. Men and Women generally | Female Male | 76% 24% | | |
| 5. Marital Status | Married/ Civil P'ship Single Other/ | 45% 28% 27% | | |

| | | | | |
|-------------------------|--|-------------------------------|--|--|
| | Not known | | | |
| 6. Race | | | | |
| a) Ethnicity | BME White Not Known | 4% 68% 29% | | |
| b) Nationality | GB Irish Northern Irish Other Not known | 20% 15% 2% 1% 62% | | |
| 7. Religion | | | | |
| a) Community Background | Protestant Roman Catholic Neither | 35% 45% 20% | | |
| b) Religious Belief | Christian Other No religious belief Not known | 30% 1% 10% 59% | | |

| | | | | |
|--|---|---------------------------|--|--|
| 8. Political Opinion <i>* 2011 Assembly election</i> | Broadly Nationalist Broadly Unionist Other Do not wish to answer/ Unknown Not known | 7% 6% 8% 78% | | |
| 9. Sexual Orientation | Opposite sex Same sex or both sexes Do not wish to answer | 43% 1% 56% | | |

Section 4: Consideration of Impacts, Mitigation, Alternative Policies / Proposals

Given the **evidence** gathered in Section 3 please identify for each of the **nine equality categories** the level of **impact, mitigation measures** and **alternative policies / proposals** that better **promote equality of opportunity**.

(4.1) SERVICE USERS

| Equality Category | Level of Impact | | | Mitigation Measures and Alternative Policies or Actions that might lessen the severity of the equality impact (where Major or Minor Impact identified) |
|-------------------------|-----------------|-------|------|---|
| | Major | Minor | None | |
| Age | | | | |
| Dependant Status | | | | |
| Disability | | | | |

| | | | | |
|--|--|--|--|--|
| Men and Women generally | | | | |
| Marital Status | | | | |
| Race (Ethnicity) | | | | |
| Religion | | | | |
| Political Opinion | | | | |
| Sexual Orientation | | | | |
| Multiple Identity e.g. disabled minority ethnic people or young Protestant men. | | | | |

| (4.2) STAFF | | | | |
|--------------------------------|------------------------|--------------|-------------|---|
| Equality Category | Level of Impact | | | Mitigation Measures and consideration of alternative policies or actions that might lessen the severity of the equality impact (where Major or Minor Impact identified) |
| | Major | Minor | None | |
| Age | | | ✓ | Due to small number of staff a breakdown will not be provided. |
| Dependant Status | | ✓ | | The service will constructively engage with those affected and ensure that it adheres to the Organisations Management of Change Framework. In line with this process, staff will be offered the opportunity to discuss in one to one meetings any adverse equality impacts resulting in changes to |
| Disability | | | ✓ | |
| Men and Women generally | | ✓ | | |

| | | | | | |
|---|-----------------------------|--|---|---|---|
| Marital Status | | | | ✓ | work location and/or working patterns. Flexible working is an option that may be considered in order to lessen severity of any impact. |
| Race | Ethnicity | | | ✓ | |
| | Nationality | | | ✓ | |
| Religion | Community Background | | | ✓ | |
| | Religious Belief | | | ✓ | |
| Political Opinion | | | | ✓ | |
| Sexual Orientation | | | | ✓ | |
| Multiple Identity e.g. female staff with caring responsibilities | | | ✓ | | |

Section 5: Good Relations

Based on the **evidence** collected in Section 3 & 4:

- To what extent is the policy/proposal likely to **impact Good Relations** i.e. between people of different religious belief, political opinion or racial group?
- Are there any **additional measures** that could be suggested to ensure the policy or proposal **promotes Good Relations**?

| Good Relations category | Level of impact | | | Mitigation Measures and Alternative Policies or Actions that might lessen the severity of the equality impact (where Major or Minor Impact identified) |
|-------------------------|-----------------|-------|------|---|
| | Major | Minor | None | |
| Religious belief | | | ✓ | |
| Political opinion | | | ✓ | |
| Racial group | | | ✓ | |

Section 6: Disability Duties

How does the policy / proposal:

- **encourage disabled people to participate in public life** *and*
- **promote positive attitudes towards disabled people?**

Consider what **other measures** you could take to meet these **duties**.

For example, have staff received disability equality training.

Trust is committed to ensuring equality of opportunity for all service users and staff in terms of disability and complies with the Disability Discrimination Act 1995, the United Nations Convention on the Rights of people with disabilities, the Human Rights Act 1998 and Section 75 of the Northern Ireland act 1998. The Trust has a number of policies/strategies in place including the Disability Action Plan, aimed at encouraging disabled people to participate in public life and to promote positive attitudes towards disabled people.

All staff have access to [Disability Awareness Toolkit](#) and [Disability Policy](#).

Section 7: Human Rights

Belfast Health and Social Care Trust is committed to providing the **highest attainable standard of physical and mental health** within our resources.

Does the policy/proposal **negatively impact** on any of the following human rights?

The rights particularly relevant in the delivery of health and social care are emboldened below. Examples for these rights and further information can be found in the [Equality Screening Toolkit](#).

| Article | Yes | No |
|--|-----|------|
| A2: Right to life | | None |
| A3: Right to freedom from torture, inhuman or degrading treatment or punishment | | None |
| A4: Right to freedom from slavery, servitude & forced or compulsory labour | | None |

| | | |
|--|--|------|
| A5: Right to liberty & security of person | | None |
| A6: Right to a fair & public trial within a reasonable time | | None |
| A7: Right to freedom from retrospective criminal law & no punishment without law | | None |
| A8: Right to respect for private & family life, home and correspondence. | | None |
| A9: Right to freedom of thought, conscience & religion | | None |
| A10: Right to freedom of expression | | None |
| A11: Right to freedom of assembly & association | | None |
| A12: Right to marry & found a family | | None |
| A14: Prohibition of discrimination in the enjoyment of the convention rights | | None |
| 1st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property | | None |
| 1 st protocol Article 2 – Right of access to education | | None |

(7.1) 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 safeguarding 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. Where a public authority has assumed responsibility for the welfare and safety of individuals, there is a particular duty to guarantee human rights.

The Trust is committed to upholding the principles of the UN Convention on the Rights of Persons with Disability (UNCRPD) which seeks to promote, protect and ensure full and equal enjoyment of all human rights and fundamental freedoms by all persons with disabilities and to promote respect for their inherent dignity.

| Section 8: Screening Decision | Major | Minor | None |
|---|--------------------------------------|----------------|-------------------|
| (8.1) How would you categorise the impacts of this policy / proposal? (Please underline one category) | (Screened In for an Equality Impact) | (Screened Out) | (Screened) |

| | | | Assessment) | with mitigation) | Out) |
|--|-------------|----------------|--|------------------|------|
| (8.2) If you have identified any impact, what mitigation have you considered to address this? | | | Staff with Caring responsibilities – Flexible working should be considered in order to lessen severity of any impact | | |
| (8.3) Do you think the policy/proposal should be subject to an Equality Impact Assessment (EQIA) ? | Yes | No ✓ | Reasons impacts will be mitigated | | |
| NB: A full Equality Impact Assessment (EQIA) is usually confined to those policies or proposals considered to have <u>major</u> implications for equality of opportunity/good relations/human rights. | | | | | |
| Section 9: Monitoring (9.1) Please detail how you will monitor the effect of the policy/proposal for impact in terms of equality of opportunity, good relations, disability duties and human rights ? | | | The Trust monitoring framework developed in relation to the monitoring of service change impact in relation to Section 75 groups will be followed. | | |
| Please sign /date and forward to the Equality and Planning Team for consideration - Lesley.Jamieson@belfasttrust.hscni.net . | | | | | |
| Equality screenings are completed with information provided by the policy / proposal author subject to advice and assistance from the Trust's Equality Managers. | | | | | |
| Please note that Completed and Signed Screening Templates are public documents and are posted on the Trust's website. | | | | | |
| Approved Lead | Andrea Barr | | Countersigned by: | | |

| | | | |
|-----------------|----------------------|------------------------------------|----------------|
| Officer | | | |
| Position | Health Visiting Lead | Equality Manager | |
| Date | 24/8/23 | Employment Equality Manager | Martin McGrath |