

# Equality and Human Rights Screening Template

The BSO is required to address the 4 questions below in relation to all its policies.

What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? (minor/major/none)

Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

To what extent is the policy likely to impact on good relations between people of a different religious belief, political opinion or racial group? (minor/major/none)

Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

As part of the audit trail documentation needs to be made available for all policies and decisions examined for equality and human rights implications. The screening template is a pro forma to document consideration of each screening question.

**For information (evidence, data, research etc.) on the Section 75 equality groups see the Equality Portal - [Screening Resources & Evidence](#).**

For advice and support on screening contact:

Equality Unit|BSO|James House|2-4 Cromac Avenue|Belfast|BT7 2JA

Tel: 028 9536 3961

# SCREENING TEMPLATE

## (1) INFORMATION ABOUT THE POLICY OR DECISION

### 1.1 Title of policy or decision

**Violence and Aggression the Workplace – HSC Framework**

### 1.2 Description of policy or decision

- **what is it trying to achieve? (aims and objectives)**

The purpose of this framework is to outline the HSC commitment in partnership with staff representatives, to ensure the prevention, reduction and management of violence and aggression towards staff in the workplace, and to ensure associated structures, policies and support is in place to enable staff to work safely.

- **how will this be achieved? (key elements)**

- By promoting an organisational culture and develop associated structures and strategies that help prevent incidents of violence and aggression towards staff in the workplace and minimize the adverse effects of abuse on staff should it occur;
- By providing an environment where staff feel protected from violence and aggression, with appropriate support for staff, patients / service users, carers, students on placement and other persons carrying out authorised work on behalf of the organisation;
- Taking all reasonable practical steps to reduce the likelihood of the occurrence of abuse toward staff, ensuring staff have the appropriate skills to manage these situations and to minimising the effects of abuse should it occur;

- Ensuring all staff are aware that they have a vital role to play in these processes, and support staff to take all reasonable steps to ensure their own and others safety.
- Ensuring that the need to protect staff is properly balanced against the need to provide health and social care to individuals.
- Learning from incidents of violence and aggression, by gathering and reviewing relevant information, sharing this with staff appropriately and making improvements where possible.

- **what are the key constraints? (for example financial, legislative or other)**

Disability Discrimination Act 1995

Employment Equality (Sexual Orientation) Regulations (NI) 2003

Equality Act (Sexual Orientation) Regulations (NI) 2006

Employment Equality (Age) regulations (NI) 2006

The Health and Safety at Work (Northern Ireland) Order 1978

Management of Health and Safety at Work Regulations (NI) 2000

Workplace (Health Safety and Welfare) Regulations (NI) 1993

Health and Safety (Display Screen Equipment) Regulations (NI) 1992

Provision and Use of Work Equipment Regulations (NI) 1999

Manual Handling Operations Regulations (NI) 1992

Personal Protective Equipment at Work Regulations (NI) 1993

De-escalation, Rapid Tranquilisation, Physical / Manual Restraint, Regional Framework

Northern Ireland and regional operational procedure for the use of Seclusion 2021, ‘

Violence prevention and reduction standard’ NHS Guide mentioned in the policy document as well as Any relevant health and safety legislation.

### 1.3 Main stakeholders affected (internal and external)

**For example staff, actual or potential service users, other public sector organisations, voluntary and community groups, trade unions or professional organisations or private sector organisations or others**

Those primarily affected by the policy are:

- Current BSO employees – mainly those working in a customer facing role, lone workers and any staff member that has experienced Violence or Aggression.

- Witnesses to incidents of Violence and Aggression
- Board
- Chief Executive
- Director
- Senior Executive Team
- Directors, Co/Assistant Directors and Heads of Service
- Senior Medical Staff / Professionals
- Line Managers
- MOVA (Management of Violence and Aggression) Liaison Function

#### External

- Trade union representatives.
- BSO Agency Staff
- Statutory Enforcement bodies such as the Equality Commission for NI, Commission for Racial Equality, Fair Employment and Industrial Tribunal, Police Service of Northern Ireland

NB: The above list is not exhaustive

### **1.4 Other policies or decisions with a bearing on this policy or decision**

- **what are they? (This list is not exhaustive)**  
 Conflict, Bully and Harassment Policy  
 Zero Tolerance Policy  
 Disciplinary Policy  
 Grievance Policy  
 Social media Policy  
 Equality, Diversity and Inclusion Policy  
 Equality Scheme  
 Joint Declaration of Protection/Good Relations Strategy  
 Code of Conduct for Staff  
 Department circulars  
 Legislative changes
- **who owns them?**  
 BSO, HSC, DoH, NI Assembly

**(2) CONSIDERATION OF EQUALITY AND GOOD RELATIONS ISSUES AND EVIDENCE USED**

**2.1 Data gathering**

**What information did you use to inform this equality screening? For example previous consultations, statistics, research, Equality Impact Assessments (EQIAs), complaints. Provide details of how you involved stakeholders, views of colleagues, service users, staff side or other stakeholders.**

**Statistics:**

- Organisation wide staff equality data
- Census data (2021)
- Regional Conflict Bullying and Harassment forums, with representatives from each HSC organisation took place, to discuss and review the policy and procedure.
- Northern Ireland Statistics and Research Agency
- <http://www.gires.org.uk/prevalence.php>
- BSO Workforce Data (HRPTS) September 2023

**2.2 Quantitative Data**

**Who is affected by the policy or decision? Please provide a statistical profile. Note if policy affects both staff and service users, please provide profile for both. Also give consideration to multiple identities.**

<b>Category</b>	<b><i>What is the makeup of the affected group? ( %) Are there any issues or problems? For example, a lower uptake that needs to be addressed or greater involvement of a particular group?</i></b>	
Gender	<b>Staff Profile</b>	
	Male	46.00%
	Female	54.00%

### **BSO V&A Statistics:**

In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.

### **Population Profile**

The population of Northern Ireland based on NISRA Census Data as at 2021 was 1,903,175

Total Ni Residents 1903178		Percentage
Female	967,043	50.81%
Male	936,132	49.19%

(Census 2021)

### **Transgender**

Research suggests for the Northern Ireland population as a whole:

- 140-160 individuals are affiliated with transgender groups
- 120 individuals have presented with Gender Identity Dysphoria
- There are more trans women than trans men living in Northern Ireland.

The Gender Identity Research and Education Society (GIREs) estimate the number of gender nonconforming employees and service users, based on the information that GIREs assembled for the Home Office (2011) and subsequently updated (2014):

- gender variant to some degree 1%
- have sought some medical care 0.025%
- having already undergone transition 0.015%

A report published by the Rainbow Project (O'Hara, 2013), based on research conducted with more than 500 individuals that identified as "LGB&T," found that the respondents reported common experiences of invisibility, homophobia/transphobia, and a range of violence from threats to physical violence, whether direct or indirect. As a result of their actual or perceived sexual orientation and/or gender identity:

- 65.8% had been verbally assaulted at least once;

- 43.3% had been threatened with physical violence at least once;
- 33% had been threatened to be 'outed' at least once;
- 34.7% had experienced discrimination in accessing goods, facilities or services at least once.

Age

**Staff Profile**

16-24	4.20%
25-29	10.86%
30-34	12.44%
35-39	14.81%
40-44	12.93%
45-49	13.18%
50-54	13.72%
55-59	10.96%
60-64	5.08%
>=65	1.83%

**BSO V&A Statistics:**

In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.

**Population Profile**

The population demographic by age within Northern Ireland (NISRA Census Data, 2021)

**NI Census 2021 NI Total Population: 1,903,174**

Age	NI Pop No.	Percentage %	Age	NI Pop No.	Percentage %
0-4 years	113,820	6	50-54 years	130,967	7
5-9 years	124,475	7	55-59 years	129,276	7
10-14 years	126,918	7	60-64 years	113,049	6
15-19 years	113,203	6	65-69 years	93,464	5
20-24 years	111,386	6	70-74 years	83,467	4
25-29 years	116,409	6	75-79 years	66,377	3

	30-34 years	126,050	7		80-84 years	43,776	2
	35-39 years	127,313	7		85-89 years	25,879	1
	40-44 years	122,163	6		90+ years	13,512	1
	45-49 years	121,670	6				

Religion	<b>Staff Profile</b>																								
	Perceived Protestant	1.58%																							
	Protestant	19.94%																							
	Perceived Roman Catholic	1.53%																							
	Roman Catholic	26.41%																							
	Neither	4.10%																							
	Perceived Neither	0.05%																							
	Not assigned	46.40%																							
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No religion	330,983	17																							

	Religion not stated	30,529	2
	(Census 2021)		
Political Opinion	<b>Staff Profile</b>		
	Broadly Nationalist	3.60%	
	Other	4.29%	
	Broadly Unionist	3.75%	
	Not assigned	82.13%	
	Do not wish to answer	6.22%	
	<b>BSO V&amp;A Statistics:</b>		
	In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.		
	<b>Population Profile</b>		
		<b>Total Ni Residents 1903178</b>	
	British only	606,263	31.86%
	Irish only	554,415	29.13%
	Northern Irish only	376,444	19.78%
	British and Irish only	11,768	0.62%
	British and Northern Irish only	151,327	7.95%
	Irish and Northern Irish only	33,581	1.76%
	British, Irish and Northern Irish only	28,050	1.47%
	Other	141,327	7.43%
	(Census 2021)		
Marital Status	<b>Staff Profile</b>		
	Divorced	1.53%	
	Mar/CP	32.58%	
	Other	1.04%	
	Separt	0.54%	

Single	11.70%
Unknwn	51.83%
Widw/R	0.59%
Not assigned	0.20%

**BSO V&A Statistics:**

In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.

**Population Profile**

Total Ni Residents (over the age of 16) 1,514,743		Percentage
Single (never married or never registered a civil partnership)	576,708	38.07%
Married	690,509	45.59%
In a civil partnership	2,742	0.18%
Separated (but still legally married or still legally in a civil partnership)	57,272	3.78%
Divorced or formerly in a civil partnership which is now legally dissolved	91,128	6.02%
Widowed or surviving partner from a civil partnership	96,384	6.36%

(Census 2021)

Dependent Status

**Staff Profile**

Yes	11.90%
Not assigned	81.34%
No	6.76%

**BSO V&A Statistics:**

In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.

**Population Profile**

Total Households with dependent children 768,809		Percentage
No children in household	423,956	55.14
No dependent children in household/All children in household non-dependent	120,314	15.65
One dependent child aged 0-4	27,233	3.54

	One dependent child aged 5-11	21,123	2.75
	One dependent child aged 12-18	39,203	5.10
	Two dependent children, youngest aged 0-4	32,598	4.24
	Two dependent children, youngest aged 5-11	36,534	4.75
	Two dependent children, youngest aged 12-18	18,532	2.41
	Three or more dependent children, youngest aged 0-4	24,120	3.14
	Three or more dependent children, youngest aged 5-11	21,677	2.82
	Three or more dependent children, youngest aged 12-18	3,519	0.46
(Census 2021)			

Disability	<b>Staff Profile</b>	
	No	34.75%
	Not assigned	63.33%
	Yes	1.92%
<p><b>BSO V&amp;A Statistics:</b>          In the past 5 years there has only been one reported incident of V&amp;A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.</p>		
<b>Population Profile</b>		
<b>Total NI Households 768,810</b>		<b>Percentage</b>
No residents have a limiting long-term health problem or disability	423,945	55.14%
1 resident has a limiting long-term health problem or disability	258,537	33.63%
2 or more residents have a limiting long-term health problem or disability	86,328	11.23%
(Census 2021)		

Ethnicity	<b>Staff Profile</b>	
	Not assigned	76.26%
	White	23.35%
	Other	0.10%

Black African	0.00%
Indian	0.10%
Chinese	0.05%

**BSO V&A Statistics:**

In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.

**Population Profile**

Total Ni Residents 1903178		Percentage
White	1,837,575	96.55
Irish Traveller	2,609	0.14
Roma	1,529	0.08
Indian	9,881	0.52
Chinese	9,495	0.50
Filipino	4,451	0.23
Pakistani	1,596	0.08
Arab	1,817	0.10
Other Asian	5,244	0.28
Black African	8,069	0.42
Black Other	2,963	0.16
Mixed	14,382	0.76
Other ethnicities	3,568	0.19

(Census 2021)

**Sexual Orientation**

**Staff Profile**

Do not wish to answer	1.63%
Not assigned	82.03%
Opposite sex	15.30%
Both sexes	0.25%
same sex	0.79%

**BSO V&A Statistics:**

In the past 5 years there has only been one reported incident of V&A towards BSO Staff, therefore the data is insufficient to draw any conclusions in any of the section 75 groups.

**Population Profile**

<b>Total Ni Residents (16 and over)</b> <b>1514743</b>		<b>Percentage</b>
Straight or heterosexual	1,363,859	90.04
Gay or lesbian	17,713	1.17
Bisexual	11,306	0.75
Other sexual orientation	2,597	0.17
Prefer not to say	69,307	4.58
Not stated	49,961	3.30

(Census 2021)

### 2.3 Qualitative Data

**What are the different needs, experiences and priorities of each of the categories in relation to this policy or decision and what equality issues emerge from this? Note if policy affects both staff and service users, please discuss issues for both. Also give consideration to multiple identities (such as single parents for example).**

<b>Category</b>	<b>Needs and Experiences</b>
Gender	In the context of lone workers and BSO most lone workers or those in front line positions would be dominated by males, therefore in BSO males may be more likely to experience V&A. Also staff who are transgender or non-binary may also be subject to a higher potential of violence and/or aggression.
Age	There is no data to suggest that there are specific needs or experiences arising within this category, as this procedure provides clear guidance on the management of violence and aggression. The Framework is for the purpose of reducing and preventing, as well as the management of incidents of violence and aggression towards their staff
Religion	There is no data to suggest that there are specific needs or experiences arising within this category, as this procedure provides clear guidance on the management of violence and aggression. The Framework is for the purpose of reducing and preventing, as well as the management of incidents of violence and aggression towards their staff

Political Opinion	There is no data to suggest that there are specific needs or experiences arising within this category, as this procedure provides clear guidance on the management of violence and aggression. The Framework is for the purpose of reducing and preventing, as well as the management of incidents of violence and aggression towards their staff.
Marital Status	There is no data to suggest that there are specific needs or experiences arising within this category, as this procedure provides clear guidance on the management of violence and aggression. The Framework is for the purpose of reducing and preventing, as well as the management of incidents of violence and aggression towards their staff.
Dependent Status	There is no data to suggest that there are specific needs or experiences arising within this category, as this procedure provides clear guidance on the management of violence and aggression. The Framework is for the purpose of reducing and preventing, as well as the management of incidents of violence and aggression towards their staff.
Disability	Individuals with sight problems will have specific requirements with regards to communication of the policy. Also, those with learning difficulties may require additional support in order to get an understanding of how the policy works and the processes involved. Staff who live and work with a disability may be subject to a higher potential of violence and/or aggression. Therefore, it may be beneficial for a more cohesive and coherent approach to dealing with violence and aggression through the implementation of this policy. Staff living with a disability are less likely to be able to deal with incidents of violence and/or aggression.
Ethnicity	There is no evidence available that the policy will have a differential impact by racial group. However, any member of staff within HSC at a higher risk of harassment and abuse due to their ethnicity may benefit from a more cohesive and coherent approach to dealing with violence and aggression through the implementation of this policy.
Sexual Orientation	LGB staff may be more likely to be subject to a higher potential of violence and/or aggression than heterosexual staff. Therefore, it may be beneficial for a more cohesive and coherent approach to dealing with violence and aggression through the implementation of this policy.

## 2.4 Making Changes

**Based on the equality issues you identified in 2.2 and 2.3, what changes did you make or do you intend to make in relation to the policy or decision in order to promote equality of opportunity?**

<i><b>In developing the policy or decision what did you do or change to address the equality issues you identified?</b></i>	<i><b>What do you intend to do in future to address the equality issues you identified?</b></i>
<p><b>Disability:</b> Ensure that this policy (and others) is accessible in all alternative formats e.g. size 14 for those who are partially sighted and consideration given to all those with disabilities. All staff, especially line managers, are to be made aware of the policy, through such avenues as Awareness Sessions, Webinars, eLearning and engagement with the Tapestry Network and greater emphasis could be provided to those front-line workers.</p> <p><b>Sexual orientation:</b> In order to give LGB people more confidence in reporting incidences of violence and/or aggression line managers should create awareness of this policy and create a culture of openness to encourage V&amp;A reporting. Moreover, the policy states that all staff especially line managers and senior managers have a specific responsibility in the prevention and management of V&amp;A incidents. All staff, especially line managers, are to be made aware of the policy, through such avenues as Awareness Sessions, Webinars, eLearning and engagement with the Tapestry Network and greater emphasis could be provided to those front-line workers.</p>	<p>For all issues identified under Section 75 it is important that this policy is shared with all, and targeted with the section 75 groups. Therefore communication is key when this policy is released. BSO will continue to gather data in regards on all incidences of V&amp;A and gather equality data in order to monitor the progress of this policy and procedure</p> <p>To ensure the on-going effectiveness of this Framework, a review will be undertaken at regular intervals, and not more than 3 years from the date of implementation.</p>

**Ethnicity:** It is recognised that cultural differences exist between different ethnic groups, and that staff from minority ethnic groups may be reluctant to report incidents of V&A. Moreover, the policy states that all staff especially line managers and senior managers have a specific responsibility in the prevention and management of V&A incidents. All staff, especially line managers, are to be made aware of the policy, through such avenues as Awareness Sessions, Webinars, eLearning and engagement with the Tapestry Network and greater emphasis could be provided to those front-line workers.

**Gender:** It has been recognised that BSO has a higher proportion of males working in frontline positions i.e. providing a service to the public and may be more vulnerable to incidents of V&A. Also, those staff who are transgender or non-binary therefore, all staff, especially line managers, are to be made aware of the policy, through such avenues as Awareness Sessions, Webinars, eLearning and engagement with the Tapestry Network and greater emphasis could be provided to those front-line workers.

## 2.5 Good Relations

**What changes to the policy or decision – if any – or what additional measures would you suggest to ensure that it promotes good relations? (refer to guidance notes for guidance on impact)**

<b>Group</b>	<b>Impact</b>	<b>Suggestions</b>
Religion	It is not anticipated the policy will promote equality of opportunity for this category. The Violence and Aggression in the Workplace Framework Policy is being developed as a governance framework to facilitate development and review of HSC reduction and prevention strategies in relation to managing incidents of violence and aggression towards their staff and ensure steps are put in place by these organisations to mitigate the risk of such incidents.	Ensure that this policy is shared and promoted throughout the organisation to ensure every section 75 group are made aware of V&A towards staff, the mitigations in place to prevent V&A and Management of V&A related incidents. In order for staff to feel protected, should they be the victim of V&A and to prevent future recurrence through on-going monitoring arrangements.
Political Opinion	As above	As above
Ethnicity	As above	As above

**(3) SHOULD THE POLICY OR DECISION BE SUBJECT TO A FULL EQUALITY IMPACT ASSESSMENT?**

A full equality impact assessment (EQIA) is usually confined to those policies or decisions considered to have major implications for equality of opportunity

**How would you categorise the impacts of this decision or policy? (refer to guidance notes for guidance on impact)**

**Do you consider that this policy or decision needs to be subjected to a full equality impact assessment?**

**Please tick:**

Major impact	
Minor impact	
No further impact	X

**Please tick:**

Yes	
No	x

Please give reasons for your decisions.

An equality impact assessment (EQIA) is unnecessary. The Violence and Aggression in the Workplace Framework Policy is being developed as a governance framework to facilitate development and review of HSC reduction and prevention strategies in relation to managing incidents of violence and aggression towards their staff and ensure steps are put in place BSO to mitigate the risk of such incidents.

#### **(4) CONSIDERATION OF DISABILITY DUTIES**

**4.1 In what ways does the policy or decision encourage disabled people to participate in public life and what else could you do to do so?**

<b><i>How does the policy or decision currently encourage disabled people to participate in public life?</i></b>	<b><i>What else could you do to encourage disabled people to participate in public life?</i></b>
N/A	

**4.2 In what ways does the policy or decision promote positive attitudes towards disabled people and what else could you do to do so?**

<b><i>How does the policy or decision currently promote positive attitudes towards disabled people?</i></b>	<b><i>What else could you do to promote positive attitudes towards disabled people?</i></b>
The Violence and Aggression in the Workplace HSC Framework will potentially benefit disabled people by ensuring steps are put in place across BSO to protect staff, including those staff with disabilities, from any violence and/or aggression they may experience while carrying out their duties within the workplace.	

## (5) CONSIDERATION OF HUMAN RIGHTS

### 5.1 Does the policy or decision affect anyone's Human Rights? Complete for each of the articles

ARTICLE	Yes/No
Article 2 – Right to life	N
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment	N
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour	N
Article 5 – Right to liberty & security of person	N
Article 6 – Right to a fair & public trial within a reasonable time	N
Article 7 – Right to freedom from retrospective criminal law & no punishment without law	N
Article 8 – Right to respect for private & family life, home and correspondence.	N
Article 9 – Right to freedom of thought, conscience & religion	N
Article 10 – Right to freedom of expression	N
Article 11 – Right to freedom of assembly & association	N
Article 12 – Right to marry & found a family	N
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights	N
1 <sup>st</sup> protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property	N
1 <sup>st</sup> protocol Article 2 – Right of access to education	N

*If you have answered no to all of the above please move on to **Question 6** on monitoring*

**5.2 If you have answered yes to any of the Articles in 5.1, does the policy or decision interfere with any of these rights? If so, what is the interference and who does it impact upon?**

List the Article Number	Interfered with? Yes/No	What is the interference and who does it impact upon?	Does this raise legal issues?*
			Yes/No

*\* It is important to speak to your line manager on this and if necessary seek legal opinion to clarify this*

**5.3 Outline any actions which could be taken to promote or raise awareness of human rights or to ensure compliance with the legislation in relation to the policy or decision.**

Ensure staff complete all in person and eLearning modules and read the appropriate documentation circulated. Ensure their behaviours accords with the principles laid down in the Equality, Diversity and Inclusion policy and other related policies. Read relevant published information via the following mediums below:

- Corporate Communications
- Awareness Sessions
- Staff inductions
- Publish on intranet

Posters

Interactive Awareness Tool (Page Tiger)

## (6) MONITORING

### 6.1 What data will you collect in the future in order to monitor the effect of the policy or decision on any of the categories (for equality of opportunity and good relations, disability duties and human rights)?

Equality & Good Relations	Disability Duties	Human Rights
This will be Monitored via report V&A statistical information with consideration given to any section 75 groups impacted.	This will be Monitored via report V&A statistical information with consideration given to any section 75 groups impacted.	This will be Monitored via report V&A statistical information with consideration given to any section 75 groups impacted.

Approved Lead Officer: Gerard O’Kane  
Position: Senior Human Resources Manager  
Date: 13/2/24  
Policy/Decision Screened by: Richard McGoldrick

**Please note that having completed the screening you are required by statute to publish the completed screening template, as per your organisation’s equality scheme. If a consultee, including the Equality Commission, raises a concern about a screening decision based on supporting evidence, you will need to review the screening decision.**

**Please forward completed template to:  
Equality.Unit@hscni.net**

Any request for the document in another format or language will be considered.  
Please contact the Equality Unit: [Equality.Unit@hscni.net](mailto:Equality.Unit@hscni.net) Phone: 02895 363961