Equality and Human Rights Screening Template

The Patient and Client Council 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

Information Governance Strategy and Framework

1.2 Description of policy or decision

This policy will:

- Outline the PCC approach to fulfilling its information governance responsibilities and ensure compliance with legal and regulatory frameworks;
- Ensure that there is a robust framework concerning the obtaining, recording, holding, using, sharing and destruction of all data and records held or used and ensuring that relevant information is available when and where it is needed;
- Give assurance that systems are in place, ensuring that information is processed legally, securely, efficiently and effectively.

1.3

1.3 Main stakeholders affected (internal and external)

- Current PCC staff
- The Public
- All Public bodies

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

- Data Protection and Confidentiality Policy
- Records Management Policy

- Retention and Disposal Schedule
- ICT Security and Associated Policies
- Freedom of Information Procedures
- Risk Management Strategy and Policy

(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.

Staff Monitoring Data Public records Act (NI) 1923

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.

Category	*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?*		
Gender	Male	21.43%	
	Female	78.57%	
Age	16-24	0.00%	
	25-29	7.14%	
	30-34	21.43%	
	35-39	14.29%	
	40-44	14.29%	
	45-49	17.86%	
	50-54	7.14%	
	55-59	17.86%	
	60-64	0.00%	
	>=65	0.00%	
Community Background	Perceived Protestant	3.57%	
	Protestant	17.86%	
	Perceived Roman Catholic	7.14%	
	Roman Catholic	28.57%	
	Neither	10.71%	
	Perceived Neither	0.00%	
	Not assigned	32.14%	

Political Opinion	Broadly Nationalist	10.71%	
	Other	7.14%	
	Broadly Unionist	3.57%	
	Not assigned	67.86%	
	Do not wish to answer	10.71%	
Marital Status	Divorced	3.57%	
	Mar/CP	32.14%	
	Other	3.57%	
	Separt	3.57%	
	Single	25.00%	
	Unknwn	32.14%	
	Widw/R	0.00%	
	Not assigned	0.00%	
Dependent Status	Yes	17.86%	
	Not assigned	67.86%	
	No	14.29%	
Disability	No	39.29%	
	Not assigned	57.14%	
	Yes	3.57%	
Ethnicity	Not assigned	64.29%	
	White	35.71%	
	Other	0.00%	
	Black African	0.00%	
	Indian	0.00%	
	Chinese	0.00%	
Sexual Orientation	Both Sexes	7.14%	
	Do not wish to answer	64.29%	
	Not assigned	25.00%	
	Opposite sex	0.00%	
	same sex	3.57%	

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).

Category	***Needs and Experiences***
Gender	There are no identified different needs or experiences.
Age	There are no identified different needs or experiences.
Religion	There are no identified different needs or experiences.

Political Opinion	There are no identified different needs or experiences.
Marital Status	There are no identified different needs or experiences.
Dependent Status	There are no identified different needs or experiences.
Disability	Issues relating to accessible information for people with disabilities are considered in our Accessible Formats Policy.
Ethnicity	Issues relating to accessible information for people whose first language is not English are considered in our Accessible Formats Policy.
Sexual Orientation	There are no identified different needs or experiences.

2.4 Multiple Identities

Are there any potential impacts of the policy or decision on people with multiple identities? For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people.

There are no issues identified for multiple identities.

2.5 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?

In developing the policy or decision what did you do or change to address the equality issues you identified?	***What do you intend to do in future to address the equality issues you identified?***
There are no identified changes required in regards to equality.	N/A

2.6 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)

Group	***Impact***	***Suggestions***
Religion	None identified.	
Political Opinion	None identified.	
Ethnicity	None identified.	

(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)

Please tick:

Major impact	
Minor impact	
No further impact	X

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

Please tick:

Yes	
No	X

Please give reasons for your decisions.

This policy is technical and has no impact on equality of opportunity and/or good relations for people within the equality and good relations categories.

(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?

How does the policy or decision currently encourage disabled people to participate in public life?	*What else could you do to encourage disabled people to participate in public life?*
There are no opportunities identified.	

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?

How does the policy or decision currently promote positive attitudes towards disabled people?	*What else could you do to promote positive attitudes towards disabled people?*
There are no opportunities identified.	

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

*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.

(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 policy does not affect Section 75 data.		

Approved Lead Officer: Carol Collins

Position: Business Support Manager

Date: 27th October 2022

Policy/Decision Screened by:

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: Equality.Unit@hscni.net