

Equality and Human Rights Screening Report

Jul-Sept 2023



Patient and Client Council
Your voice in health and social care



**Social
Care
Council**



**Children's Court
Guardian Agency**



**Northern Ireland
Blood Transfusion Service**

for Northern Ireland

Equality and Human Rights Screening Report

Introduction

The Equality Unit in the Business Services Organisation is responsible for providing equality support to the ten partner organisations shown on page 1.

Each organisation is committed to embedding equality, human rights and diversity into their policies and practices. In accordance with guidance from the Equality Commission issued in April 2010 (Section 75 of the Northern Ireland Act: A Guide for Public Authorities) this is undertaken by conducting a screening exercise. Screening is an important tool that allows a more systematic examination of how any of our policies and practices might impact on staff, service users or the public differently. Screening helps organisations to think about what might need to be undertaken to mitigate any identified inequalities. It allows greater consideration of ways that we could better promote equality of opportunity.

Why are we reporting our screening outcomes?

The purpose of publishing the screening outcomes report is to ensure that our ten partner health and social care organisations make their policies and screening outcomes accessible. It provides opportunities for feedback. It also contributes to our belief in the importance of ensuring that we make the work that we do and the decisions that we take more open and transparent. We have all offered this commitment within our Equality Schemes.

Quarterly publication of our screening activity is one way of providing evidence, externally, on the mainstreaming of the equality duties.

What is included?

Listed in each quarterly report are the screening exercises undertaken during that period by each organisation. This includes a short description of the policy or process, the screening outcomes, including mitigation, and any additional recommendations.

Your views

If you have comments that you wish to share in relation to the contents of this screening report you can forward these to the Equality Unit in the Business Services Organisation where staff will raise with organisations for consideration.

Contact details:

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Should you require this document in an accessible format such as Braille, audio format, other language etc. please contact us.

We hope that you find this report helpful.

Thank you

Equality and Human Rights Screening Report

Table 1 includes published screening for the period **Jul-Sep 2023**. All policies and screening templates listed can be viewed on the Business Services Organisation's [website](#). If you would like paper copies or alternate formats please contact us – contact details above.

Table 1

*1	'screened in' for equality impact assessment (EQIA)
2	'screened out' with mitigation`
3	'screened out' without mitigation

Org.	Policy / Procedure and Screening Documentation	Policy Aims	Date	*Screening Decision
BSO	Draft Equality and Disability Action Plans 2023-28	In line with our commitments under Section 75 of the Northern Ireland Act 1998 and our Equality Scheme, the Equality Action Plan 2023-28 identifies a number of key actions to promote equality. The purpose of the Disability Action Plan is to outline some key actions that we are going to deliver upon to make a difference to people with disabilities including staff and people who use our services, and where relevant, their carers - to promote positive attitudes towards disabled people and encourage the participation by disabled people in public life.	May-23	Screened out with mitigation

BSO	HSC Digital Programme	<p>In March 2019, the Permanent Secretary of the Department of Health (DoH), as the Programme Sponsor, requested that the HSC Digital Programme be established to expand shared services for HSCNI IT delivery. As a result of this mandate, a regional HSC programme was established (HSC Digital), which has undertaken wide stakeholder engagement to investigate various options available for this delivery.</p> <p>As a result of this work, the preferred option of the Programme Board was to establish a new HSC Digital Directorate within BSO, expanding the existing IT Shared Service offering. The preferred option is to move existing IT staff within the six Trusts, BSO ITS and NIBTS to within a new directorate within BSO. The decision to take this preferred option</p>	Jun-23	Screened out with mitigation
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		is covered in this screening document.		
BTS	Closure of fixed donation site at 16 College St, Belfast, previously used one day per month (CM1819).	NIBTS rent lower ground floor space, to run as a static blood donation centre. Donor attendance was declining prior to the COVID-19 pandemic, and the decline has increased significantly since that time. NIBTS pay £1,000 per month for the use of the premises.	May-23	Screened out with mitigation

		<p>Other HSCNI occupants of 16 College St., have requested use of the space allocated to NIBTS.</p> <p>NIBTS staff were only rostered to work at College St. one day per month, as part of their normal working pattern, and not all staff would work there. There will be no changes to their working pattern.</p> <p>Donors who had previously donated at College St. will be offered alternative venues.</p>		
PCC	Adult Safeguarding Policy	These procedures outline the actions needed to respond to adults at risk of abuse or harm and are in line with new guidelines from the Northern Ireland Adult Safeguarding Partnership.	Sep-22	Screened out with mitigation

PCC	Centre Contingency Plan	This plan outlines the action to be taken in the event of any major incident occurring such as fire, flood, bomb warning etc – that may be dangerous or life-threatening to staff or other users. It also describes the process by which learners will be able to continue their studies in the event of the Patient and Client Council withdrawing certain course services as a result of any unforeseen circumstances, physical or administrative.	Oct-22	Screened out with mitigation
PCC	Data Protection and Confidentiality	This policy is to support the protection, control and management of personal information. The Policy covers <u>all information</u> within the PCC and is concerned with <u>all information systems</u> , electronic and non-electronic information and information systems, information in all formats and all types of media.	Jan-23	Screened out without mitigation

PCC	Information Governance Strategy and Framework	<p>This policy will:</p> <p>Outline the PCC approach to fulfilling its information governance responsibilities and ensure compliance with legal and regulatory frameworks;</p> <p>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;</p> <p>Give assurance that systems are in place, ensuring that information is processed legally, securely, efficiently and effectively.</p>	Oct-22	Screened out without mitigation
PCC	Internal verification Policy	Effective internal verification is the process by which the OCN Learning Centre, in this case the PCC, ensures that the standard of	Dec-22	Screened out with mitigation

		assessment remains consistent over time and that there is consistency and standardization in the assessment decisions made by different assessors. This in turn ensures that learners are treated fairly and equally in the assessment of their work.		
PCC	Malpractice Policy	This protocol describes the process by which the organisation will report, investigate and record allegations of malpractice in relation to the organisations OCN accredited/endorsed training provision.	Mar-23	Screened out with mitigation
PCC	Reasonable Adjustments and Special Consideration	This policy sets out the procedures that employees and learners must follow when implementing reasonable adjustments and special considerations in respect of the PCC's training provision.	Dec-22	Screened out with mitigation

PCC	Reimbursing Expenses and Reciprocal Recognition Payments Policy	The purpose of this policy is to ensure that our organisation offers a consistent approach in line with HSC regional guidance as to when and how we will reimburse out-of-pocket expenses and offer recognition payment.	Oct-22	Screened out with mitigation
PCC	Risk Management Strategy	This Risk Management Strategy and Policy sets out the PCC's approach to risk management. It sets out how risk is managed across the organisation, and ensures a consistent approach to identify and deal with risks that may impact on the PCC's ability to achieve its strategic aims and objectives.	Jan-23	Screened out without mitigation
RQIA	Strategic Plan 2022-28	The Strategic Plan outlines the organisation's purpose, commitment, focus and vision of being a driving force for improvement in the quality of health and social care in Northern Ireland. This Plan will be used by	May-23	Screened out with mitigation

		RQIA as a document to ensure the strategic direction is set for the next number of years.		
SBNI	Business Plan 2023-2024	This SBNI Business Plan 2023-2024 represents Year Two of the SBNI Strategic Plan 2022-2026.	Mar-23	Screened out with mitigation
SBNI	Child Protection Case Conference Appeals Process	This revision of this policy is to provide an additional independent level of oversight and decision-making in respect of the management of this appeals process around the process for appealing the initial decision.	Jun-23	Screened out without mitigation
SBNI	Sexually Active Children Guidance	This guidance is intended to provide information to safeguarding professionals who are working with young people who are below the age of legal consent and who may be engaged in sexual activity that is off a non-abusive nature.	Jun-23	Screened out without mitigation

Social Care Council	Annual Business Plan	To support the delivery of the new Strategic Plan 2023-27 the Social Care Council have developed an annual Business Plan for 2023/24 which explains what it will do during the year in support of the new strategic themes.	Apr-23	Screened out with mitigation
Social Care Council	Strategic Plan 2023-27	The Social Care Council developed a new Strategic Plan for the period April 2023 to March 2027 following a period of consultation with registrants, staff, the Board, stakeholders and partners, other HSC organisations and its Partnerships, including the Participation Partnership (which comprises people who use services and carers).	Apr-23	Screened out with mitigation