

# Equality 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:

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# SCREENING TEMPLATE

See [Guidance Notes](#) for further information on the 'why' 'what' 'when', and 'who' in relation to screening, for background information on the relevant legislation and for help in answering the questions on this template.

## (1) INFORMATION ABOUT THE POLICY OR DECISION

<b>1.1 Title of policy or decision</b> PCC Travel and Subsistence Policy
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<b>1.2 Description of policy or decision</b> <p>The Patient and Client Council (PCC) recognises that the ability of staff to travel is critical to the effective functioning of the organisation.</p> <p>In developing this policy, the PCC recognises that it has a duty for the stewardship of public money and ensure that business travel costs are only incurred when necessary after investigating alternative arrangements.</p> <p>The purpose of this policy is to set out how business travel should be authorised, booked and monitored in line with DoH guidance, specifically the letter to ALB Chief Executives dated 27 September 2016.</p> <p>This policy does not cover normal business travel undertaken by members of staff in the performance of their duties. In such circumstances the relevant terms and conditions of service for reimbursement of travel costs should apply.</p>
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<b>1.3 Main stakeholders affected (internal and external)</b> All Patient and Client Council staff (permanent, fixed-term, part-time and agency)
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**1.4 Other policies or decisions with a bearing on this policy or decision**

BSO Terms and Conditions

Agenda for Change

HRPTS Procedures

**(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.

**2.2 Quantitative Data**

HSC Guidance and DOH Finance Circular HSC(F) 24-2024  
 PCC Workforce Data (Sep 2024)  
 Northern Ireland Census 2021

**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. Date of data - Sept 2023.**

<b>Category</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>
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<b>NI CENSUS 2021: IN PROFILE - POPULATION</b>							
<b>Population Profile (% population unless stated), 2021 Census</b>							
	<b>0-15</b>	<b>16-24</b>	<b>25-34</b>	<b>35-44</b>	<b>45-54</b>	<b>55-64</b>	<b>65+</b>
<b>Age</b>	19%	12%	13%	13%	13%	13%	17%
	<b>F</b>		<b>M</b>				
<b>Sex</b>	51%		49%				
	<b>Catholic (Note 1)</b>	<b>Protestant or Other Christian</b>	<b>None</b>	<b>Other</b>			
<b>Religion/ Religion brought up in</b>	46%	43%	2%	9%			

	White	Other			
<b>Ethnic Group</b>	97%	3%			
	British Only	Irish Only	Northern Irish Only	Other	
<b>National Identity</b>	32%	29%	20%	19%	
	United Kingdom	Ireland	Other European countries	Other countries in the world	
<b>Passports held</b>	52.6%	32.3%	3.9%	1.6%	
	English	Main language not English			
<b>Main language</b>	95.4%	4.6%			
	Northern Ireland	Great Britain	Other EU Countries	Republic of Ireland	Other countries in the world
<b>Country of birth</b>	86.5%	4.8%	4%	2%	3%

	PCC Staff		
Gender	Male	33.33%	
	Female	66.67%	
Age Group	16-24	0.00%	
	25-29	0.00%	
	30-34	11.90%	
	35-39	9.52%	
	40-44	9.52%	

	45-49	19.05%	
	50-54	9.52%	
	55-59	21.43%	
	60-64	11.90%	
	>=65	7.14%	
Community Background	Perceived Protestant	2.38%	
	Protestant	9.52%	
	Perceived Roman Catholic	2.38%	
	Roman Catholic	38.10%	
	Neither	9.52%	
	Perceived Neither	0.00%	
	Not assigned	38.10%	
Marital Status	Divorced	4.76%	
	Mar/CP	21.43%	
	Other	2.38%	
	Separated	0.00%	
	Single	14.29%	
	Unknown	57.14%	
	Widow/R	0.00%	
	Not assigned	0.00%	
Ethnicity	Not assigned	69.05%	
	White	30.95%	
	Other	0.00%	
	Black African	0.00%	
	Indian	0.00%	
	Chinese	0.00%	
Disability	No	26.19%	
	Not assigned	66.67%	
	Yes	7.14%	
Dependents	Yes	14.29%	
	Not assigned	76.19%	
	No	9.52%	
Sexual Orientation	Do not wish to answer	7.14%	
	Not assigned	69.05%	
	Opposite sex	23.81%	
	Both Sexes	0.00%	
	same sex	0.00%	

Political Opinion	Broadly Nationalist	14.29%
	Other	7.14%
	Broadly Unionist	0.00%
	Not assigned	71.43%
	Do not wish to answer	7.14%

### 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).**

[Main statistics | Northern Ireland Statistics and Research Agency](#)

<b>Category</b>	<b>Needs and Experiences</b>
Gender	<p>NI population most recent mid-year population estimates for Population of Northern Ireland was 1,903,100. Male = 49.2%; Female = 50.8% (NISRA, 2021).</p> <p>GIRES 2014 estimate the number of gender nonconforming employees and service users, based on the information that GIRES assembled for the Home Office and subsequently updated: • gender nonconforming to some degree (1%) • likely to seek medical treatment for their condition at some stage (0.2%) • receiving such treatment already (0.03%) • having already undergone transition (0.02%) • having a GRC (0.005%) • likely to begin treatment during the year (0.004%).</p> <p>The number who have sought treatment seems likely to continue growing at 20% per annum or even faster. Few younger people present for treatment despite the fact that most gender variant adults report experiencing the condition from a very early age. Yet, presentation for treatment among youngsters is growing even more rapidly (50% p.a.). Organisations should assume that there may be nearly equal numbers of people transitioning from male to female (trans women) and from female to male (trans men).</p> <p>Applying GIRES figures to NI population n=1,810,900 (Census 2011): • 18109 people who do not identify with gender assigned to them at birth • 3622 likely to seek treatment • 362 have undergone transition • 91 have a Gender Recognition Certificate</p>
Age	<p>Age profile of the NI population (Census 2021):</p> <p>Age band Population Percentage</p> <p>0-14 365,200 19.2%</p> <p>(15-64 1,211,500 63.7%)</p> <p>15-39 594,400 31.2%</p> <p>40-64 617,100 32.4%</p>

	<p>(65+ 326,500 17.2%)  65-84 287,100 15.1%  85+ 39,400 2.1%  All ages 1,903,200 100%</p>
Religion	<p>Census 2021  Current Religion</p> <ul style="list-style-type: none"> <li>• 'no religion' (17.4%)</li> <li>• 'religion not stated' (1.6%)</li> <li>• Catholic (42.3%)</li> <li>• Presbyterian Church in Ireland (16.6%)</li> <li>• Church of Ireland (11.5%)</li> <li>• Methodist (2.4%)</li> <li>• Other Christian denominations (6.9%)</li> <li>• Other non-Christian Religions (1.3%).</li> </ul> <p>Religion/religion of upbringing (Number - Percentage)</p> <p>7</p> <p>Catholic 869,800 45.7%  Current religion 805,200 42.3%  Religion of upbringing 64,600 3.4%  Protestant and other Christian (including Christian related) 827,500 43.5%  Current religion 711,000 37.4%  Religion of upbringing 116,600 6.1%  Other religions 28,500 1.5%  Current religion 25,500 1.3%  Religion of upbringing 3,000 0.2%  None 177,400 9.3%  All usual residents 1,903,200 100.0%</p>
Political Opinion	<p>National identity (nationality based) (Number – Percentage)</p> <ul style="list-style-type: none"> <li>• British 814,600 42.8%</li> <li>• Irish 634,000 33.3%</li> <li>• Northern Irish 598,800 31.5%</li> <li>• English 16,800 0.9%</li> <li>• Scottish 10,200 0.5%</li> <li>• Welsh 2,000 0.1%</li> <li>• Other national identities 113,400 6.0%</li> </ul> <p>National identity (person based) (Number – Percentage)</p> <ul style="list-style-type: none"> <li>• British only 606,300 31.9%</li> <li>• Irish only 554,400 29.1%</li> </ul> <p>8</p> <ul style="list-style-type: none"> <li>• Northern Irish only 376,400 19.8%</li> <li>• British &amp; Northern Irish only 151,300 8.0%</li> <li>• Irish &amp; Northern Irish only 33,600 1.8%</li> <li>• British, Irish &amp; Northern Irish only 28,100 1.5%</li> <li>• British &amp; Irish only 11,800 0.6%</li> <li>• English only/Scottish only/Welsh only 16,200 0.9%</li> <li>• Other combination of British/Irish/Northern Irish/English/Scottish/Welsh only 11,700 0.6%</li> <li>• Other national identities 113,400 6.0%</li> <li>• Polish only 23,900 1.3%</li> </ul>

	<ul style="list-style-type: none"> <li>• Lithuanian only 11,900 0.6%</li> <li>• Romanian only 7,100 0.4%</li> <li>• Portuguese only 6,900 0.4%</li> <li>• Bulgarian only 4,300 0.2%</li> <li>• Indian only 4,100 0.2%</li> <li>• Other national identity with one or more of British/Irish/Northern Irish/English/Scottish/Welsh only 12,700 0.7%</li> <li>• Other national identities 42,600 2.2%</li> <li>• All usual residents 1,903,200 100.0%</li> </ul>
Marital Status	<p>Census 2021</p> <ul style="list-style-type: none"> <li>• 45.59% (690, 509) of those aged 16 or over were married</li> <li>• 38.07% (576, 708) were single</li> <li>• 0.18% (2,742) were registered in civil partnerships (more than double since 2011)</li> <li>• 6.02% (91,128) were either divorced or formerly in a civil partnership which is now legally dissolved</li> <li>• 6.36% (96, 384) were either widowed or a surviving partner from a civil partnership</li> <li>• 3.78% (57, 272) were separated (but still legally married or still legally in a civil partnership)</li> </ul>
Dependent Status	<p>Census 2021</p> <p>Table 17: Provision of unpaid care  ('Provision of unpaid care' covers looking after, giving help or support to anyone because they have long-term physical or mental health conditions or illnesses, or problems related to old age. It excludes any activities carried out in paid employment.)</p> <p>Northern Ireland All usual residents aged 5 and over 1,789,348</p> <p>Percentage of usual residents aged 5 and over who provide:</p> <p>No unpaid care 87.58%</p> <p>1-19 hours unpaid care per week 5.63%</p> <p>20-34 hours unpaid care per week 1.38%</p> <p>35-49 hours unpaid care per week 1.57%</p> <p>50+ hours unpaid care per week 3.84%</p>
Disability	<p>The Northern Ireland Statistics and Research Agency (NISRA) in its 2007 report on disability – whilst it is recognised that the report is dated – indicated that: There is a higher prevalence of disability among adult females with 23% of females indicating that they had some degree of disability compared with 19% of adult males; • Male prevalence rates are only higher than female rates amongst the youngest adults (16 to 25): 6% of males compared with 4% of females; • 8% of boys aged 15 and under were found to have a disability, compared with 4% of girls of the same age. Figures from the Census 2011 show that there is a higher prevalence of females whose activities are 'limited a lot' – 13% of females compared to 11% of males due to their disability. However, this is to be expected given their longer life expectancy.</p>

Ethnicity	<p>In the general population the 2021 Census indicated that 3.4% (65,600) of the usual resident population belonged to minority ethnic groups.</p> <p>Ethnic Group</p> <p>Ethnic Group Number Percentage</p> <p>White 1,837,600 96.6%</p> <p>Minority Ethnic Group 65,600 3.4%</p> <p>Black 11,000 0.6%</p> <p>Indian 9,900 0.5%</p> <p>Chinese 9,500 0.5%</p> <p>Filipino 4,500 0.2%</p> <p>Irish Traveller 2,600 0.1%</p> <p>Arab 1,800 0.1%</p> <p>Pakistani 1,600 0.1%</p> <p>Roma 1,500 0.1%</p> <p>Mixed Ethnicities 14,400 0.8%</p> <p>Other Asian 5,200 0.3%</p> <p>Other Ethnicities 3,600 0.2%</p> <p>All usual residents 1,903,200 100.0%</p>
Sexual Orientation	<p>Census 2021</p> <ul style="list-style-type: none"> <li>• Straight or heterosexual: 90.04% (1,363,859)</li> <li>• Gay or lesbian: 1.17% (17,713)</li> <li>• Bisexual: 0.75% (11,306)</li> <li>• Other sexual orientation: 0.17 (2,597)</li> <li>• Prefer not to say: 4.58% (69,307)</li> <li>• Not stated: 3.3% (49,961)</li> </ul> <p>Not available by disability though if the general population shows figures between 7-10% of the population who are gay, lesbian or bisexual assumptions have to be made in relation to dual issues of sexual orientation and disability (see also qualitative issues in section 2.4)</p> <p>This assumption is also supported by research in Northern Ireland on people with a disability who identify as lesbian, gay or bisexual - McClenahan, Simon (2013): Multiple identity; Multiple Exclusions and Human Rights: The Experiences of people with disabilities who identify as Lesbian, Gay, Bisexual and Transgender people living in Northern Ireland. Belfast: Disability Action.</p>

## 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.**

None identified

## 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?**

<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>
Disability Status. We will ensure that people with a disability are able to be supported in their travel arrangements to enable them to fully undertake their role within the organisation.	We will ensure our services and are accessible by all.

## 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)**

<i><b>Group</b></i>	<i><b>Impact</b></i>	<i><b>Suggestions</b></i>
Religion	None identified at this stage	
Political Opinion	None identified at this stage	
Ethnicity	None identified at this stage	

**(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	<input type="checkbox"/>
Minor impact	<input type="checkbox"/>
No further impact	<input checked="" type="checkbox"/>

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

**Please tick:**

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

Please give reasons for your decisions.

The issues identified by screening have been addressed

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**(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?**

<i>How does the policy or decision currently encourage disabled people to participate in public life?</i>	<i>What else could you do to encourage disabled people to participate in public life?</i>
None 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?**

<i>How does the policy or decision currently promote positive attitudes towards disabled people?</i>	<i>What else could you do to promote positive attitudes towards disabled people?</i>
None identified	

**(5) CONSIDERATION OF HUMAN RIGHTS**

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

<b>ARTICLE</b>	<b>Yes/No</b>
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
1 <sup>st</sup> protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property	No
1 <sup>st</sup> 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.**

None identified

**(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
We will monitor relevant data on an ongoing basis.		

Approved Lead Officer: Fionnuala Murphy  
Position: Business and Governance Manager  
Date: 03 December 2025  
Policy/Decision Screened by: Fionnuala Murphy

**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