

# 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</b>	<b>Title of policy or decision</b> <b>Management of Change PCC Lurgan Relocation</b>
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<b>1.2</b>	<b>Description of policy or decision</b> <p>This paper has been drafted by PCC to inform recognised Trade Unions and affected employees of the workforce considerations of the proposed relocation of the PCC Lurgan Staff to a Belfast base primarily due to the ending of and non-renewal of the lease for Quaker Buildings, Lurgan. Other factors leading to this change include the HSC financial situation, the net zero climate change targets (sustainability strategy), and the Department of Health Estate Strategy. As part of the DOH Estate Strategy, PCC is required to optimise the use of its estate.</p> <p>This paper will comply with the requirements set out in the BSO Management of Change Policy and best practice regarding engagement and consultation on workforce matters. Please see a link to the Framework: <a href="#">Management of Change Framework (BSO).pdf (hscni.net)</a></p> <p>The current PCC workforce is located in Linenhall Street, Belfast, Ballymena, Quaker Buildings Lurgan and Omagh are set out as follows:</p> <table border="1"><thead><tr><th>Location</th><th>Headcount</th></tr></thead><tbody><tr><td>Belfast</td><td>14</td></tr><tr><td>Ballymena</td><td>3</td></tr><tr><td>Lurgan</td><td>10</td></tr></tbody></table>	Location	Headcount	Belfast	14	Ballymena	3	Lurgan	10
Location	Headcount								
Belfast	14								
Ballymena	3								
Lurgan	10								

Omagh	4
Derry/Londonderry	1
<b>Total</b>	<b>31</b>

### 3.0 Proposed Changes and Timeline

Location	Headcount
Belfast	24
Ballymena	3
Lurgan	0
Omagh	4
Derry/Londonderry	1
<b>Total</b>	<b>31</b>

At present, SPPG is completing a reconfiguration of the entire office accommodation in Linenhall street to make better use of the overall space available. PCC are awaiting the outcome of this which will include reconfiguring our current office space as well as seeking to expand the existing allocation of space to PCC. SPPG have been supplied with the future staffing needs of PCC on the basis of the closure of the Lurgan office and we are very optimistic that additional space will be provided. The proposal therefore is to move staff from the Lurgan office to an extended facility in Linenhall Street.

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

PCC staff whose current based is Quaker Buildings Main Street Lurgan


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

Excess mileage in line with HSC/BSO guidance

## (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 consultations with PCC Lurgan staff and union representative and BSO HR
  - BSO HR Staff in Post for base
  - Travel mileage statistics sought from Travel Claims
  - Excess mileage was calculated, see below
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- Management of Change - Excess Milea

### 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>	<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>10 staff whose current base is PCC Lurgan</b>	<b>33% of PCC staff are affected by this relocation. There are no disabilities</b>

## 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	<p>Part-time workers (primarily female) experience adverse impacts due to</p> <ul style="list-style-type: none"> <li>• increased travel times and costs</li> <li>• if business needs dictates change in working patterns</li> </ul> <p><b>Transgender people</b></p> <p>For those in the process of transitioning, anxiety/stress as to stability of support arrangements agreed with the current employer</p> <p>access routes to new locations might lead through hostile neighbourhoods</p>
Age	<p>Increase in travel time and cost may prompt older people to volunteer for early retirement</p>
Religion	<p>If moved to a less diverse office/location it may not provide the same networks/support/facilities (see also ethnicity)</p>
Political Opinion	<p>Concerns re. isolation if moved to less diverse office/location concerns arising from perceptions of personal safety in non-neutral areas / non-accessibility by groups</p>
Marital Status	<p>Potential impacts on those in civil partnerships linked to their sexual orientation if moved to a less diverse office/location and depending on access routes</p>

Dependent Status	Increase in travel time may mean additional care costs and difficulties in balancing work/life balance (longer working day, doing school run)
Disability	<p>Attitudes of new colleagues</p> <ul style="list-style-type: none"> <li>• feeling comfortable to advise new colleagues of disability</li> <li>• willingness of colleagues to accommodate reasonable adjustments</li> </ul> <p>negative impacts if reasonable adjustments made by employer are not carried over</p> <p>stress/worries/anxieties in relation to changes</p> <p>additional travel time</p> <p>accessibility of new location is key</p> <ul style="list-style-type: none"> <li>• public transport</li> <li>• car parking</li> </ul> <p>people w/a learning disability are less likely to drive</p> <p>people w/a learning disability may need support in adjusting to new office environment</p> <p>negative impacts if networks/support structures/facilities/services (incl. health) are less accessible</p> <p>accessibility of new premises</p> <p>additional adverse impacts if relocation requires moving home</p> <p>if change in work activity then need to consider whether software is compatible with specialist equipment</p> <p>if change in work activity requires re-training potential disadvantages</p> <p style="padding-left: 40px;">if loss of onsite free car parking negative impacts – need to park close to the building</p>
Ethnicity	If moved to a less diverse office/location it may not provide the same networks/support/facilities (eg. shops/restaurants w/specific dietary options)

	<p>potential for direct/indirect discrimination if moved to less diverse office/location</p> <p>in choosing new sites need to consider community services available, racial/religious belief incidents, isolation from wider society of choice, access to public services</p> <p>if relocated staff have to move house negative effects if they have to leave support networks</p>
Sexual Orientation	<ul style="list-style-type: none"> <li>feeling comfortable to advise new colleagues/line manager of sexual orientation</li> </ul> <p>especially if moved to a less diverse office/location</p> <ul style="list-style-type: none"> <li>may not provide the same networks/support/facilities</li> </ul> <p>access routes to new locations might lead through hostile neighbourhoods</p> <p>difficulties in putting forward personal reasons for determining reasonable travelling distance</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.**

There are no further identified different needs or experiences on the basis of the 9 Equality groups.  
While acknowledging that most people will fall under more than one identity, it is not anticipated the policy will impact directly on people with 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?**

<b><i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i></b>	<b><i>What do you intend to do in future to address the equality issues you identified?</i></b>
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<p>Travel expenses mitigation and excess mileage</p> <p>Accessibility of new location regarding disability</p> <p>Discussions around difficulty in regards to work life balance with respect to travel time and childcare arrangements</p>	
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## 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)**

<b><i>Group</i></b>	<b><i>Impact</i></b>	<b><i>Suggestions</i></b>
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	<input type="checkbox"/>
Minor impact	<input checked="" type="checkbox"/>
No further impact	<input 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.

It is not felt that a full EQIA will highlight any further issues with regards to equality of opportunity for the Section 75 groups.

**(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>
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?**

<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>
N/a	

## (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
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.**

<p>Circulate to staff          Staff inductions          Publish in PCC Post</p>
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**(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
n/a		

Approved Lead Officer: Fionnuala Murphy

Position: Business and Governance Manager PCC

Date: 13 January 2026

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