

Appendix 3

Equality and Human Rights Mitigation Report

April 2015 – March 2016



NIHSC Interpreting Service Training Strategy

<i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i>	<i>What do you intend to do in future to address the equality issues you identified?</i>
<p>Facilities used for training will be assessed for accessibility for physically and sensory impaired colleagues</p> <p>All materials used for training will be provided in accessible formats upon request</p> <p>A range of training times will be selected when consideration of training schedules are being undertaken, to ensure those with caring responsibilities are not disadvantaged</p> <p>All communications designed to promote the training programme to all stakeholders will be accessible and produced in alternative formats upon request.</p>	N/A

Relocation of GP Payment function from Ballymena to Belfast – April 2015

<i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i>	<i>What do you intend to do in future to address the equality issues you identified?</i>
N/A	<p>To meet needs resulting from disability, any request for a reasonable adjustment in new working environment will be put in place. Consultation with Staff-side is planned and formal discussions with individual members of staff will take place following this consultation. These impacts will form part of the decision making process, assisting in the final decision taken.</p>

Terms of Engagement Interpreting Service

<i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i>	<i>What do you intend to do in future to address the equality issues you identified?</i>
<p>Any accessibility issues by way of disseminating the ToE will be considered and arrangements can be explored for the provision of the document in a required accessible format.</p> <p>All meetings will be held in accessible buildings.</p>	

BSO Records Policy

<i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i>	<i>What do you intend to do in future to address the equality issues you identified?</i>
<p>In line with DDA requirements, reasonable adjustments will be made for disabled staff as required.</p> <p>Requests for alternative formats of any supplementary guidance will be considered.</p>	

Disability Action Plan 2013 - 18

<p><i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i></p>	<p><i>What do you intend to do in future to address the equality issues you identified?</i></p>
<p>In developing the disability action plan staff with disabilities and staff who had caring responsibilities for people with disabilities were actively involved.</p> <p>This entire disability action plan has been developed as positive action, in order to make a difference to staff and service users with a disability.</p> <p>By adopting this action plan we believe that we will be in a position to make tangible differences.</p> <p>In recognising the importance of accessibility the disability action plan includes a specific action for adaption and adoption of an accessible formats policy.</p> <p>Disability Awareness Days</p> <ul style="list-style-type: none"> <input type="checkbox"/> Work to feature specific disabilities will take into consideration the need to include a range of age groups, ethnic groups and genders when testimonials and case studies are selected. <p>Information distributed to staff will take on board the needs of</p>	<p>The actions within the plan are time specific with specific outcomes highlighted. In progressing actions cognisance will be taken of the wider section 75 equality categories that are also the key characteristics of people with disabilities.</p> <p>Monitoring of the action plan on an ongoing basis is key as is the involvement of people with disabilities as identified as one of the actions in the plan.</p> <p>The following elements of the plan will be subjected to a stand alone equality screening, and where appropriate, equality impact assessment:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Work Placements <input type="checkbox"/> Staff Forum <input type="checkbox"/> Disability Awareness Days <p>Checklist and guidance for the involvement of people with a disability and their carers.</p>

both staff with a particular disability and staff who are carers.

Work Placements

We will work with a range of disability organisations to ensure opportunities are offered to people from a wide spectrum of disabilities, as well as different gender and age groups.

Staff Forum

We will ensure that the way the forum operates allows people with a range of disabilities and from a range of age and ethnic backgrounds to be involved (for example, by providing information in accessible formats and choosing accessible venues).

Disability Placement Scheme

<p><i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i></p>	<p><i>What do you intend to do in future to address the equality issues you identified?</i></p>
<p>The scheme incorporates provisions for identifying and making reasonable adjustments.</p> <p>Supported Employment Solutions are responsible for ensuring their communication and information is accessible for all.</p> <p>A number of placement locations are chosen to encourage access to the scheme for people in a range of areas and from a range of religious and community backgrounds.</p> <p>Identifying and addressing training and awareness needs of staff is also a key component. This should also capture training and awareness needs relating to multiple identities of participants (such as in relation to gender identity and sexual orientation).</p>	<p>Outreach measures by Supported Employment Solutions to target equality groups less likely to sign on with consortium organisations (including transgender people).</p>

Expansion of Corporate Services

<p><i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i></p>	<p><i>What do you intend to do in future to address the equality issues you identified?</i></p>
<p>Each individual will have the opportunity to follow their job to BSO. There will be no compulsory moves nor any compulsory redundancies. All staff who transfer to BSO will have their terms and conditions of employment retained and this includes their weekly working hours. No individual will be compelled to increase their hours neither will they unreasonably be refused an offer to increase their hours, subject to needs of the service.</p> <p>All staff who transfer to BSO will have their terms and conditions of employment retained and this includes their salary. Should the individual be moved to a lower banded post, pay protection will apply in accordance with their contract of employment.</p> <p>All affected staff currently work in the Greater Belfast area and if they do move to BSO, will be based within Belfast City Centre, which is served with good public transport networks and will not significantly increase the distance to their work place or associated cost.</p>	<p>Ensure continued protection of terms and conditions for all affected staff Continue to assess all policies and decisions for equality implications. Continue to promote equality and diversity in BSO</p>

<p>Should any individual transferring to BSO report having a disability, they will be supported by BSO and reasonable adjustments will be made, as per Occupational Health advice and support</p>	
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BSO Risk Management Strategy including policy statement

<i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i>	<i>What do you intend to do in future to address the equality issues you identified?</i>
<p>Any associated training will continue to account for diverse needs. On-line training (e-learning) platforms will be compatible with assistive technologies.</p>	

ORECNI-Portal

<p><i>In developing the policy or decision what did you do or change to address the equality issues you identified?</i></p>	<p><i>What do you intend to do in future to address the equality issues you identified?</i></p>
<p>The Portal will be phased in to use for all members, who will continue, for a number of months, to receive their papers via email (and hard copy where requested)</p> <p>Staff will be trained in how to use the portal</p> <p>All Committee members will be trained, through demonstration, in how to access and use the portal, with enhanced training for those that require it.</p> <p>ORECNI will liaise with the Health Research Authority in England, to ensure that the portal is compatible with assistive technologies, including tablets.</p>	<p>A number of 'Change Champions' will be appointed to 'pilot' the roll out of the Portal and act as Leads, giving advice and guidance to other committee members.</p> <p>Use of the Portal will be phased in, and members will be afforded papers via email or hard copy if that is their request</p>