

Housing Executive: Policy Screening

Part 1 - Policy Scoping

The first stage of the screening process involves scoping the policy under consideration. The purpose of policy scoping is to help prepare the background and context and set out the aims and objectives for the policy, being screened. At this stage, scoping the policy will help identify potential constraints as well as opportunities and will help the policy writer work through the screening process on a step by step basis.

Name of the policy

Reducing the Risk of Needle Stick Injuries Policy

Information about the policy (General Context Statement)

The purpose of the Reducing Risk of Needle Stick Injuries Policy is to outline the NIHE's position regarding the prevention and management of Needle Stick Injuries and provide guidance and a procedure for staff.

Is this an existing, revised or a new policy?

(Please mark an 'X' where appropriate)

Existing	Revised	New
	X	

What is it trying to achieve? (Intended Aims/Outcomes)

The objective of this policy is to ensure that all staff adopts practices which minimise the risk of needle stick exposure.

Are there any Section 75 categories which might be expected to benefit from the intended policy?

If so, explain how.

This policy applies to all staff but mainly to all Caretaker/Concierge staff but has application in all NIHE premises including grounds maintenance and counter staff.

Who initiated or wrote the policy?

Health & Safety Services, Corporate Services

Who owns and who implements the policy?

Health & Safety Services, Corporate Services

Implementation factors

<p>Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?</p> <p>If yes, are they:</p> <p>(Please mark an 'X' where appropriate)</p>	
	Financial
X	<p>Legislative</p> <ul style="list-style-type: none"> • The Health and Safety at Work (Northern Ireland) Order 1978 • The Control of Substances Hazardous to Health Regulations (Northern Ireland) 2003 • The Management of Health and Safety Regulations (Northern Ireland) 2000 • The Personal Protective Equipment Regulations (NI) 1993; • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 1997
	Other (Please Specify) :

Main stakeholders affected

<p>Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?</p> <p>(Please mark an 'X' where appropriate and detail as necessary)</p>	
X	Staff
	Service Users, Customers
	Other Public Sector Organisations
	Voluntary/Community/Trade Unions
	Other (Please Specify) :

Other policies with a bearing on this policy

What are they?

General Health and Safety and Risk Assessment policies

Who owns them?

Health & Safety Services, Corporate Services

Available evidence

Evidence to help inform the screening process may take many forms. Policy Writers should ensure that their screening decision is informed by relevant data.

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for each of the Section 75 categories that evidence is required for.

Section 75 category	Details of evidence/information
Religious belief	The Housing Executive collects and monitors data on staff on a regular basis and provides reports to the Equality Commission on an Annual basis. This monitoring informs planning of all employment and workplace policies and any initiatives that impact on staff. Useful websites: Avoiding sharps injuries - Blood borne viruses (BBV) (hse.gov.uk) Blood-borne viruses (BBV) - Blood borne viruses (BBV) (hse.gov.uk) www.hse.gov.uk/healthservices/needlesticks/actions.htm
Political opinion	
Racial group	
Age	
Marital status	
Sexual orientation	
Men and women	
Disability	
Dependants	

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories that are affected.

Section 75 category	Details of needs/experiences/priorities
Religious belief	There are no specific needs/experiences/priorities. This is about applying safe systems of work for all staff but mainly those most likely to be exposed to the risk associated with needles.
Political opinion	
Racial group	
Age	
Marital status	
Sexual orientation	

Section 75 category	Details of needs/experiences/priorities
Men and women	
Disability	
Dependants	

Part 2 - Screening questions

Please see guidance below for further information

Screening questions

1. 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		
Section 75 category	Details of policy impact	Level of impact? minor/major/none
Religious belief	This is a practical Health and Safety policy that has no bearing on any equality characteristics. There are issues associated with disability age etc that are addressed through general Health and Safety policies, risk assessments and other workplace policies addressing such issues as access to information.	None
Political opinion		
Racial group		
Age		
Marital status		
Sexual orientation		
Men and women		
Disability		
Dependants		

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?		
Section 75 category	If Yes, provide details	If No, provide reasons
Religious belief	This policy has very little bearing on equality but it fits within a family of Health and Safety policies that collectively pay due regard to the Section 75 duties.	
Political opinion		
Racial group		
Age		

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?		
Marital status		
Sexual orientation		
Men and women		
Disability		
Dependants		

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? minor/major/none		
Good relations category	Details of policy impact	Level of impact minor/major/none
Religious belief	This policy has no bearing on good relations.	
Political opinion		
Racial group		

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?		
Good relations category	If Yes, provide details	If No, provide reasons
Religious belief	This policy has no bearing on good relations.	
Political opinion		
Racial group		

Additional considerations

Multiple Identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/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 multiple identity issues with regards to this policy.

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

Disability Duties:

1. Does this policy affect (or have the potential to affect) disabled people? (Please mark an 'X' where appropriate)

Yes	No
X	

2. If yes, how does this policy pay due regard to the promotion of positive attitudes towards disabled people?

This policy accommodates the needs and rights of disabled people.

3. If yes, does this policy provide any opportunity for the engagement of, or participation of any stakeholder representatives? e.g. Housing Community network. (Please mark an 'X' where appropriate)

Yes	No
	X

4. If yes, what efforts have been made to encourage the participation of disabled people?

N/A

Human Rights:

The Screening Team must consider the Human Rights "Convention Checklist" set out below. The Screening Team must be satisfied that the policy does not interfere (unless justified by a legitimate, necessary and/or proportionate aim) with any of the rights listed. On occasion, the Screening Team may require legal advice to assure the Board/CXBC of adequate consideration of Human Rights.

There are no Human Rights issues with this policy.

Additional Human Rights Conventions:

There are many international instruments that the UK Government have made commitments to progressively realise. Some of these impact on housing policy and it is important that when we make policy that we can assure the Board that cognisance of these instruments has been observed. This is particularly important where policies affect or have the potential to affect children and young people and disabled people. The Screening Team may wish to seek additional legal advice or views of representative groups.

Monitoring:

How will this policy be monitored for equality impacts in accordance with the Housing Executive's Equality Scheme?*

Monitoring is not required for this policy.

*Guidance available from the Equality Monitoring Officer, Equality Unit.

Part 3 - Screening Team decision

Does this policy require an equality impact assessment? (Please mark an 'X' where appropriate)

Yes	No
	X

Reasons for the decision:

There are no significant equality issues with regard to this policy.

Part 4 - Approval and authorisation

Screened by: (Please insert name below)	Position/Job Title	Date
Aidan Stow	Health & Safety Advisor	09/08/23
Approved by:		
Tony Steed	Equality Unit Manager	09/08/23