

Policy Title: Health, Safety and Wellbeing Policy

Decision: Screen out the policy and mitigate the impacts on equality by amending or changing the policy

Contact: Head of Health, Safety and Wellbeing

Date of Completion: 3 November 2025

Part 1: Policy Scoping

Information about the policy

Name of the Policy

Health, Safety and Wellbeing Policy

Is this an existing, revised, or new policy?

Revised

What is it trying to achieve? (For example, intended aims and outcomes)

The purpose of the Health, Safety and Wellbeing Policy is to set out the overarching policy statement, roles and responsibilities and arrangements for managing Health, Safety and Wellbeing across the University. The policy is complemented by a suite of specific procedures detailing Health and Safety requirements.

Are there any Section 75 categories which might be expected to benefit from the policy? If so, explain how below.

The Policy is intended to promote Health, Safety and Wellbeing for everyone. However the following Section 75 groups are expected to benefit: religious belief, racial group, age, men and women generally and disability.

Who initiated or wrote the policy?

University Health, Safety and Wellbeing Committee

Who owns and implements the policy?

The Vice-Chancellor owns the policy. Managers, employees, students, etcetera implement the policy. Responsibilities are listed in the Policy.

Implementation factors

Are there any factors which could contribute to or weaken the intended aim or outcome of the policy?

Yes

If yes, are they financial, legislative or other?

Financial: Potential cost of implementing the policy.

Legislative: Any changes to relevant legislation.

Other: Lack of compliance with the policy.

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

- Staff
- Students
- Other service users (for example: prospective students or conference delegates)
- Trade Unions
- Other – any other person or body that may be affected by our undertaking

Other policies with a bearing on this policy

Policy: People, Place and Partnership - Delivering Sustainable Futures for All Strategy

Policy owner: Vice-Chancellor

All [Health, Safety and Wellbeing](#) policies and procedures are relevant to the overarching Health, Safety and Wellbeing Policy.

Available evidence

What evidence or information (both qualitative and quantitative) have you gathered to inform this policy? Please specify details for each of the Section 75 categories below.

Religious Belief

The University's EO data were reviewed. On 6 February 2024, our staff profile was 52.0% Catholic and 48.0% Protestant. Compared with 6 February 2019, this indicates a 2.9% increase in Catholic staff.

In the Academic Year (AY) 2023 - 2024, 58.3% of our students identified as Christian and 11.1% identified as having 'No Religion'. Compared with AY 2018-2019, this indicates an 18.2% decrease in students who identified as Christian and a 2.5% decrease in students who identified as having 'No Religion'.

Political Opinion

The University does not collect information on Political Opinion or make assumptions regarding Political Opinion based on Community Background.

Racial Group

The University's EO data were reviewed. On 6 February 2024, our staff profile was 92.8% White and 7.2% Black and Minority Ethnic (BME). This indicates a 1.8% increase in BME staff compared with 2019.

In AY 2023 - 2024, 9.9% of students identified as BME. This indicates a 4.9% increase in BME students compared with AY 2018 - 2019.

Our BME profile suggests that we are twice as diverse as the local population, as the Northern Ireland Census 2021 suggests that 3.4% of the NI population is BME.

Age

The University's EO data were reviewed. On 6 February 2024, 31.1% of our staff were in the 46-55 age band and 25.8% of staff were in the 36-45 age band. 26.2% of staff were aged '56 and above', which represents a 3.8% increase compared to 2019.

In AY 2023 - 2024, the majority of students (67.0%) were aged '21 and under 40'. This indicates a 5.6% increase in students within this age band compared with AY 2018 - 2019.

Marital Status

The University's EO data were reviewed. In February 2024, 56.0% of staff were 'Married or in a Civil Partnership', a decrease of 6.0% compared to 2019.

In AY 2023 - 2024, 63.8% of students were 'Single', a 14.6% decrease compared with AY 2018 - 2019.

Sexual Orientation

The University's EO data were reviewed. In 2024, 74.0% of staff were 'Heterosexual'; 4.3% were 'LGBT+' and 21.4% were 'Not Known'.

Although we collect student data on sexual orientation, this is not considered to be reliable.

Men and Women generally

The University's EO data were reviewed. In 2024, 58.0% of staff were 'Female'. This indicates a 2.0% increase in female staff compared with 2019.

In AY 2023 - 2024, 61.2% of students were 'Female', a 4.3% increase compared with AY 2018 - 2019.

Disability

The University's EO data were reviewed. In 2024, 6.0% of staff declared a disability, an increase of 1.2% compared with 2019.

In AY 2023 - 2024, 8.4% of students declared a disability, an decrease of 2.0% compared with AY 2018 - 2019.

Our disability declaration rate is lower than expected, compared with the local population. The NI Census (2021) found that 24% of the NI population stated that their day-to-day activities were limited because of a long-standing health problem or disability.

Dependants

The University's EO data were reviewed. In 2024, 43.8% of staff had dependants. This indicates a decrease of 3.9% compared with 2019.

In AY 2023 - 2024, 11.4% of students declared they had dependants, a decrease of 4.6% compared to AY 2018 - 2019.

Needs, experience 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 or decision? (Please specify for each of the Section 75 categories below the needs, experiences and priorities)

Religious Belief

Safety requirements might necessitate that employees **and** students wear hard hats or safety glasses. Hygiene requirements might necessitate hair, including beards be tied back or covered. Under legislation, turban-wearing Sikhs are exempt from the need to wear hard hats.

Any Health and Safety concerns about items worn for religious reasons must be considered thoughtfully and respectfully and would be dealt with under the [PPE procedure](#).

Political Opinion

None identified

Racial Group

There is a requirement when undertaking risk assessments to consider the needs of those especially at risk, such as those who cannot access written English. Information must be provided in an appropriate format in order to safeguard the Health and Safety of those who cannot access written English. This would be considered under the [Risk Assessment procedure](#).

Age

There is a requirement when undertaking risk assessments to consider the needs of those especially at risk, such as young people. [Young people](#) may be at additional risk due to lack of experience in their working environment. Additional information, instruction training and supervision may therefore be required to mitigate this risk. Anecdotally, [older people](#) are more likely to be disabled and therefore may require reasonable adjustments to mitigate risk concerning their Health and Safety at work.

This would be considered under the [Risk Assessment procedure](#), the [Children and Young People on University Premises procedure](#) and the [Manual Handling procedure](#).

Marital Status

None identified

Sexual Orientation

None identified

Men and Women generally

There is a requirement when undertaking risk assessments to consider the needs of those especially at risk, such as [new and expectant mothers](#). New and expectant mothers are excluded from working in areas where they could be exposed to radiation or required to lift heavy objects. This would be considered under the [Risk Assessment procedure](#), the [Manual Handling procedure](#) and the Local Rules made under the [Ionising Radiation procedure](#).

Disability

There is a requirement when undertaking risk assessments to consider the needs of those especially at risk, such as [disabled people](#). People with restricted mobility, hearing impairment and visual impairment are likely to need assistance in evacuating in an emergency. Additional arrangements are made for people in these categories.

This would be considered under a number of procedures including the [Fire and Emergency procedure](#), the [Manual Handling procedure](#) and generally under the [Risk Assessment procedure](#).

Dependants

None identified

Consultation

Consultation with relevant groups, organisations or individuals about the policy can provide useful information about issues or opportunities which are specifically related to them (that is evidence to inform the policy).

Please indicate whether you carried out or intend to carry out any consultation exercises prior to equality screening?

Yes

The following groups will be consulted as part of development of the Health, Safety and Wellbeing policy:

- Trade Unions
- Health, Safety and Wellbeing Team
- University Health, Safety and Wellbeing Committee
- Senior Leadership Team

Part 2: Screening questions

Introduction

The answers to the following screening questions will assist the University in making a decision whether or not there is a need to carry out an equality impact assessment on the policy. The following information is provided to help you to identify and comment on the level of likely impact of the policy in question 1 to 4.

Select 'major' impact if:

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts are unknown, because, for example, there are insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

Select 'minor' impact if:

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunities for particular groups of disadvantaged people;

- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations;
- e) Differential impact observed and opportunities exist to better promote equality of opportunity and/or good relations.

Select 'none' if:

- a) The policy has no relevance to equality of opportunity or good relations;
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations.

Taking into account the evidence presented in Part 1, please complete the screening questions (Question 1 to 4).

Screening questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 categories?

Details of the likely policy impacts on **Religious Belief**

The policy is likely to have a positive impact on equality of opportunity for this group. Turban-wearing Sikhs are specifically exempt from any requirement to wear hard hats. Any Health and Safety concerns about items worn for religious reasons will be considered thoughtfully and respectfully.

What is the level of impact?

Minor positive

Details of the likely policy impacts on **Political Opinion**

This policy is unlikely to impact on equality of opportunity for this category; it will have no bearing in terms of its likely impact on political opinion.

Level of impact

None

Details of the likely policy impacts on **Racial Group**

The policy is likely to have a positive impact on equality of opportunity for this group. Health and Safety information will be provided in an appropriate format for those who cannot access written English.

Level of impact

Minor positive

Details of the likely policy impacts on **Age**

The policy is likely to have a positive impact on equality of opportunity for this group. Additional information, instruction, training and supervision will be provided to young people who may be at additional risk due to their inexperience.

Level of impact

Minor positive

Details of the likely policy impacts on **Marital Status**

This policy is unlikely to impact on equality of opportunity for this category; it will have no bearing in terms of its likely impact on marital status.

Level of impact
None

Details of the likely policy impacts on **Sexual Orientation**

This policy is unlikely to impact on equality of opportunity for this category; it will have no bearing in terms of its likely impact on sexual orientation.

Level of impact
None

Details of the likely policy impacts on **Men and Women generally**

The policy is likely to have a positive impact on equality of opportunity for this group. New and expectant mothers will be excluded from working in areas where they could be exposed to radiation or required to lift heavy objects.

Level of impact
Minor positive

Details of the likely policy impacts on **Disability**

The policy is likely to have a positive impact on equality of opportunity for this group. Additional arrangements will be made for those with restricted mobility, hearing impairment and visual impairment who may need assistance in evacuating in an emergency.

Level of impact
Minor positive

Details of the likely policy impacts on **Dependants**

This policy is unlikely to impact on equality of opportunity for this category; it will have no bearing in terms of its likely impact on people with or without dependants.

Level of impact
None

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 categories?

Religious Belief

No, this policy provides for any Health and Safety concerns about items worn for religious reasons.

Political Opinion

No, this policy will have no bearing in terms of its likely impact on political opinion.

Racial Group

No, this policy provides for Health and Safety information to be provided in an appropriate format for those who cannot access written English.

Age

No, this policy provides for additional information, instruction, training and supervision to be provided to young people who may be at additional risk due to their inexperience.

Marital Status

No, this policy will have no bearing in terms of its likely impact on marital status.

Sexual Orientation

No, this policy will have no bearing in terms of its likely impact on sexual orientation.

Men and Women generally

No, this policy provides for new and expectant mothers to be excluded from working in areas where they could be exposed to radiation or required to lift heavy objects.

Disability

No, this policy provides for additional arrangements to be made for those with restricted mobility, hearing impairment and visual impairment who may need assistance in evacuating in an emergency.

Dependants

No, this policy will have no bearing in terms of its likely impact on people with or without 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?

Religious Belief

Details of the likely policy impacts on **Religious Belief**

This policy is unlikely to impact on good relations between people of different religious belief as it has no relevance to good relations.

Level of impact

None

Political Opinion

Details of the likely policy impacts on **Political Opinion**

This policy is unlikely to impact on good relations between people of different political opinion as it has no relevance to good relations.

Level of impact

None

Racial Group

Details of the likely policy impacts on **Racial Group**

This policy is unlikely to impact on good relations between people of different racial group as it has no relevance to good relations.

Level of impact

None

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Religious Belief

No, this policy has no relevance to good relations.

Political Opinion

No, this policy has no relevance to good relations.

Racial Group

No, this policy has no relevance to good relations.

Additional considerations**Multiple identity**

5. Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, 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).

Yes - where religious belief, racial group, age, men and women generally and disability intersect with other Section 75 categories, this policy is likely to positively impact on those people.

Disability Duties

6. Does the policy provide an opportunity to encourage disabled people to participate in University life?

Yes - the Health, Safety and Wellbeing Policy takes into consideration the needs of disabled people, thus encouraging their participation in University life.

7. Does the policy provide an opportunity to promote attitudes towards disabled people?

The implementation of the Policy (and associated procedures, for example, Fire, Risk Assessment) requires committees and individuals to address needs of disabled people. This helps to promote a positive attitude towards disabled people.

Part 3: Screening decision

Based on the evidence considered and outlined in Part 1 and the responses to the screening questions (Part 2), please indicate the screening decision for this policy.

Note: The University should take particular care not to screen out policies that have a procurement aspect if there is potential to promote equality of opportunity through the procurement of services.

- ☐ **Screen in** the policy (that is, subject to an Equality Impact Assessment). The likely impact is **major** in respect of one, or more of the equality of opportunity or good relations categories.
- ☐ **Screen out** the policy without mitigation or an alternative policy proposed to be adopted (that is, **no** Equality Impact Assessment). The likely impact is **none** in respect of all of equality of opportunity or good relations categories.
- ☒ **Screen out** the policy and **mitigate the impacts on equality by amending or changing the policy**, or by **developing an alternative policy or action** (that is, **no** Equality Impact Assessment). The likely impact is **minor** in respect of one or more of the equality of opportunity or good relations categories.

If the decision is to subject the policy to an equality impact assessment (that is, 'screen in' the policy), please provide details of the reasons.

Not applicable.

If the decision is not to conduct an equality impact assessment (that is, 'screen out' the policy), please provide details for the reasons.

Not applicable.

If the decision is not to conduct an equality impact assessment (that is, 'screen out' the policy), and mitigate the impacts on equality of opportunity by amending or changing the policy, or by developing an alternative policy or action, please provide

reasons to support your decision, together with the proposed changes, amendments or alternative policy.

The likely impact is '**minor**' in respect of one, or more, of the equality of opportunity and/or good relations categories. However, the policy is likely to have a positive impact on the Health, Safety and Wellbeing of everyone, thus ensuring a safe and healthy working environment.

The purpose of the Health, Safety and Wellbeing Policy is to set out the overarching policy statement, roles and responsibilities and arrangements for managing Health, Safety and Wellbeing across the University. The policy is complemented by a suite of specific procedures detailing Health and Safety requirements.

In line with University policy, the policy will be reviewed two years after it has been implemented, and if necessary amended.

Timetabling and prioritising

If the policy had been '**screened in**' for an equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.

On a scale of 1 to 3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority rating for timetabling the equality impact assessment in terms of effect on equality of opportunity and good relations:

Not applicable.

Priority rating for timetabling the equality impact assessment in terms of social need

Not applicable.

Priority rating for timetabling the equality impact assessment in terms of effect on people's daily lives

Not applicable.

Priority rating for timetabling the equality impact assessment in terms of relevance to the University's functions

Not applicable.

Note: The Total Rating Score will be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the University in timetabling. Details of the University's Equality Impact Assessment Timetable will be included in its quarterly Screening Reports.

Is the policy affected by timetables established by other relevant public authorities?

Not applicable.

Approval and authorisation

Screened by:  Geoff Gillan
Position or Job Title: Head of Health, Safety and Wellbeing
Date screened: 6 October 2025

Approved by: 
Position or Job Title: Chief People Officer
Date approved: 03/11/2025

Review

This policy is due for review (in terms of its impact on equality of opportunity and good relations) by the policy owner on: 3 November 2027