Information about the policy

Name of the policy

Noise at Work Procedure

Is this an existing, revised or a new policy?

Revised

What is it trying to achieve? (intended aims/outcomes)

The purpose of this procedure is to outline how exposure to noise caused from work/learning activities within Ulster University is assessed and suitable controls put in place to protect hearing whilst complying with the Control of Noise at Work Regulations (Northern Ireland) 2006

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

No

Who initiated or wrote the policy?

Health Safety and Wellbeing Committee

Who owns and who implements the policy?

The Chief People Officer owns the procedure. All staff and students are responsible for implementing the procedure

Implementation factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision? (Please select one answer)

- [x] Yes
- [ ] No

If yes, are they

- [X] Financial: Potential cost of protective equipment, adapting machinery, health surveillance
- [X] Legislative: Any changes to e.g. H&S legislation
- [ ] other? (Please specify _____)

Main stakeholders affected

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

- [x] Staff
- [x] Students
- [x] Other service users (e.g. prospective students, conference delegates)
- [ ] Other public sector organisations
- [x] Voluntary/community/trade unions
- [ ] Other, please specify _____

Other policies with a bearing on this policy

Policy Name	**Policy Owner**
Health, Safety and Wellbeing Policy	Chief People Officer

Available evidence

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

Note: evidence can come from many sources. Examples include the University's management information systems, internal or external research, surveys or consultation exercises. Anecdotal evidence such as feedback from service users may also be used.

Section 75 category	**Details of evidence/information**
Religious belief	The University's EO data were reviewed. On 6 February 2021, our staff profile was 50.0% Protestant, 50.0% Catholic. Compared with 6 February 2016, this indicates a 4% increase in Catholic staff. In the Academic Year (AY) 2020/21, 66.4% of our students identified as Christian and 10.5% identified as having 'No religion'. Compared with AY 2015/16, 75.4% identified as Christian and 13.8% 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 2021, our staff profile was 94% White, 6% Black and Minority Ethnic (BME). This indicates a 2.3% increase in BME staff compared with 2016. In AY 2020/21, 5.7% of our students identified as BME. This indicates a 1.8% increase in BME students compared with AY2015/16. Our BME profile suggests that we are three times as diverse as the local population. The Northern Ireland Census (2011) suggests that 1.8% of the NI population is BME.
Age	The University's EO data were reviewed. On 6 February 2021, over one third (34.5%) of our staff were in the '46-55' age band. 25.4% of staff were in the '36-45' age band and 24.4% of staff were aged '56 and above'. In AY 2020/21, the majority of students (64.8%) were aged 21

	and under 40. This indicates a 4.8% increase in students within this age band compared with AY 2015/16. This coincides with a 4.5% decrease in students aged under 21 (24.75%) and 0.3% increase in students aged 40 and over (10.4%).
Marital status	The University's EO data were reviewed. In 2021, 59.9% of staff were 'Married or in a Civil Partnership', a decrease of 3.9% compared to 2016 (63.8%). In AY 2020/21, 68.5% of students were 'Single', a 10.5% decrease compared with AY2015/16.
Sexual orientation	Although we collect staff data on sexual orientation, this is not considered to be reliable. We do not collect student data on sexual orientation.
Men and women generally	The University's EO data were reviewed. In 2021, 56% of staff were 'Female'. This indicates a 0.8% increase in female staff compared with 2016. In AY 2020/21, 59.2% of students were 'Female', a 3.3% increase compared with AY2015/16.
Disability	The University's EO data were reviewed. In 2021, 4.9% of staff declared a disability, an increase of 0.3% compared with 2016. In AY2020/21, 12.1% of students declared a disability, an increase of 3.3% compared with AY2015/16. Our disability declaration rate is lower than expected, compared with the local population. The NI Census (2011) found that 20.6% 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 2021, 38.4% of staff had dependants. This indicates a decrease of 9.6% compared with 2016. In AY2020/21, 12.6% of students declared they had dependants, a decrease of 3% compared to A/Y 2015/16.

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? (Please specify details for each of the Section 75 categories)

Section 75 category	Details of needs/experiences/priorities
Religious belief	None identified
Political opinion	None identified
Racial group	None identified
Age	None identified
Marital status	None identified
Sexual orientation	None identified
Men and women generally	None identified
Disability	None identified
Dependants	None identified

Consultation

Consultation with relevant groups, organisations or individuals about the policy can provide useful information about issues/opportunities which are specifically related to them (i.e. evidence to inform the policy). Please indicate whether you carried out (or intend to carry out) any consultation exercises prior to equality screening?

The following groups were consulted as part of development of the Noise at Work Procedure:

- Trade Unions
- Health, Safety and Wellbeing Team
- University Health Safety and Wellbeing Committee (who approved the procedure).

Screening

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 questions 1-4:

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 opportunity 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 for people within the equality and good relations categories.

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

Screening questions

1 What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? (Please provide details)		
Section 75 category	Details of policy impact	Level of impact? (minor/major/none)
Religious belief	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Political opinion	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Racial group	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Age	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Marital status	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Sexual orientation	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Men and women generally	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Disability	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None
Dependants	This procedure is unlikely to impact on equality of opportunity for this category as it is technical in nature	None

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		No, this procedure is technical in nature
Political opinion		No, this procedure is technical in nature
Racial group		No, this procedure is technical in nature
Age		No, this procedure is technical in nature
Marital status		No, this procedure is technical in nature
Sexual orientation		No, this procedure is technical in nature
Men and women generally		No, this procedure is technical in nature
Disability		No, this procedure is technical in nature
Dependants		No, this procedure is technical in nature

3 To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? (Please provide details)		
Good relations category	Details of policy impact	Level of impact (minor/major/none)
Religious belief	This procedure is unlikely to impact on good relations between people of different religious belief as it bears no relation to good relations	None
Political opinion	This procedure is unlikely to impact on good relations between people of different political opinion as it bears no relation to good relations	None
Racial group	This procedure is unlikely to impact on good relations between people of different racial group as it bears no relation to good relations	None

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 procedure is technical in nature and bears no relation to good relations
Political opinion		This procedure is technical in nature and bears no relation to good relations
Racial group		This procedure is technical in nature and bears no relation to good relations

Additional considerations

Multiple identity

5 Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, please provide details of 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).* Please include details of any data which you have used to determine/identify this impact	
Section 75 categories (please specify)	Details of policy impact and details of data which describes the policy impact
N/A	This procedure is technical in nature

Disability Duties

6. Does the policy provide an opportunity to encourage disabled people to participate in University life?	
If **Yes**, provide details	If **No**, provide reasons
	No – The procedure is technical in nature

7. Does the policy provide an opportunity to promote positive attitudes towards disabled people?	
If **Yes**, provide details	If **No**, provide reasons
	No – The procedure is technical in nature

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 (subject the policy to an Equality Impact Assesment) *i.e. the likely impact is '**major**' in respect of one, or more of the equality of opportunity and/or good relations categories*
x	**Screen out** the policy without mitigation or an alternative policy proposed to be adopted (no Equality Impact Assessment) *i.e. the likely impact is '**none**' in respect of all of the equality of opportunity and/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** (no Equality Impact Assessment) *i.e. the likely impact is '**minor**' in respect of one, or more of the equality of opportunity and/or good relations categories*

Part 3

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

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

The likely impact is '**none**' in respect of all of the equality of opportunity and/or good relations categories.

The purpose of this procedure is to outline how exposure to noise caused from work/learning activities within Ulster University is assessed and suitable controls put in place to protect hearing whilst complying with the Control of Noise at Work Regulations (Northern Ireland) 2006.

In line with University policy the procedure will be reviewed 2 years after it has been implemented and if necessary amended.

If the decision is not to conduct an equality impact assessment (i.e. 'screen out' the policy) and mitigate the impacts on equality 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:

Timetabling and prioritising

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

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

Priority criterion	**Rating (1-3)**
Effect on equality of opportunity and good relations	
Social need	
Effect on people's daily lives	
Relevance to the University's functions	

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?

☐ Yes

☐ No

If yes, please provide details:

_____

_____

Approval and authorisation

	Position/Job Title	Date
Screened by: 	Head of Health, Safety and Wellbeing	23/04/21
Approved by: 	Chief People Officer	3 June 2021

Note: Following approval by the Senior Leadership Team/Senate, the policy owner must inform the University Secretary that the policy has been approved. Once the Council of the University has been informed of the policy (either directly of through an appropriate Committee), the policy owner can then promulgate the policy and develop appropriate training or awareness raising material in relation to the policy.

A copy of the screening pro-forma will be made available on the University's website and be made available on request.

Review

Note: Policies must be reviewed at least every two years, but sooner if changes in legislation or other variables require 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 June 2023
(Insert date)