

Policy Screening Form

Policy Scoping

Policy Title: Implement a Participatory Budgeting Pilot

Brief Description of Policy (please attach copy if available). Please state if it is a new, existing or amended policy.

This is a new action within an existing strategy.

The action is to: *Implement a Participatory Budgeting (PB) Pilot*

Intended aims/outcomes. What is the policy trying to achieve?

This action builds upon the commitments set out in "Our Community Engagement Strategy, Armagh Banbridge Craigavon Community Planning Partnership June 2019 and sets out how the partners will achieve the following aims:

- To enhance our community engagement through agreed standards, defined roles and clear actions
- To maximise opportunities for people to be more involved and have a meaningful say in decisions which affect their lives

The implementation of a Participatory Budgeting (PB) Pilot is an action of the action plan in the Community Engagement Strategy.

Participatory Budgeting is a process that directly involves local people in making decisions on the spending of a defined public budget. This is either through groups pitching for small pots of money to deliver projects or through mainstream investments taken by a public body. The proposed PB project will allocated small pots of money to promote the Take 5 Ways to Wellbeing public health message.

The community planning partnership has established a working group to take forward the PB project and the group has expressed the following aims for the project:

- Local input for joined up community engagement and decision-making
- To involve community in the decision-making around project funding
- Community involvement in council decisions
- Access new groups
- Encourage community self help
- Community empowerment
- To give people a sense of ownership and responsibility for investment in their area
- Help shape local areas
- Encourage local projects
- Clarify to partners what is the perceived need in communities
- To make our contribution to communities
- Strengthen relationships and partnership working
- Create networking opportunities
- Release finance to the community for innovative projects without burdensome process

- Funding for all not just for the form fillers
- Innovation

The PB Project was postponed as a result of Covid -19. The working group reconvened in August 2020 the group decided to move to an online process and that the process would be for whole Borough.

Constituted and non-constituted groups will be able to put forward proposals for small projects of up to a maximum £500 to contribute to the Take 5 Steps to Wellbeing public health message. The 5 Steps to Wellbeing public health message is includes: Give, Be active, Connect, Keep Learning and Take Notice.

Take £500 is the name the working group have selected for the PB pilot.

Policy Framework

Has the policy been developed in response to statutory requirements, legal advice or on the basis of any other professional advice? Does this affect the discretion available to Council to amend the policy?

Statutory Guidance for community planning states that community planning partnerships should: *“seek the views of the community, encourage them to express their views, and take their views into account in the community planning process.”*

Community is defined in its broadest sense and includes:

- our residents;
- our service users;
- voluntary body representatives whose activities benefit our district;
- our businesses; and
- other persons interested in the social, economic or environmental wellbeing of the area.

This PB Pilot will help the community planning partnership to meet this duty, but there is no requirement for partnerships to implement or develop a specific Participatory Budgeting Pilot. The community planning partnership can review and amend the pilot as they see fit.

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

All Section 75 categories are expected to benefit from this PB Pilot.

Through its Community Engagement Strategy the Community Planning Partnership has adopted the Scottish Community Engagement Standards which include a standard on inclusion. These standards will be applied to the PB project.

The PB pilot will be open to children and young people from 8 years and above who will be able to apply for funding and/or be given a vote on projects.

Who initiated or wrote the policy (if Council decision, please state). Who is responsible for implementing the policy?

Who initiated or wrote policy?	Who is responsible for implementation?
<p>The Community Planning Partnership initiated the Community Engagement Strategy in which this action has been agreed. The Community Planning Team in Council developed the strategy with support from Community Places as part of the Carnegie UK Trust Embedding Wellbeing in Northern Ireland Project.</p> <p>The PB Working Group has further developed this action “Implement a Participatory Budgeting Pilot”.</p>	<p>The Community Planning Strategic Partnership is responsible for the PB project. A Participatory Budgeting Working Group has been formed to design and implement the process.</p>

Are there any factors which might contribute to or detract from the implementation of the policy (e.g. financial, legislative, other)?

<p>The strategy is dependent on buy in and commitment of all community planning partners across the partnership.</p> <p>To date eight partners have pledged a total of £24,500 for the PB Funding pool. Northern Ireland Housing Executive, Southern Health and Social Care Trust, Public Health Agency, Department for Communities, PSNI, Sport NI, PCSP and West Armagh Consortium have committed this funding.</p> <p>The project will require an intensive promotion exercise to reach small groups from across the Borough. It will be required to draw on the reach of all our community planning partners including our Community and Voluntary Sector Panel and Elected Members to encourage groups to take part.</p>

Main stakeholders in relation to the policy

Please list main stakeholders affected by the policy (e.g. staff, service users, other statutory bodies, community or voluntary sector, private sector)

<p>The community, which is defined in its broadest sense in the community planning statutory guidance and includes:</p> <ul style="list-style-type: none"> - residents; - service users; - voluntary body representatives whose activities benefit our district; - businesses; and - other persons interested in the social, economic or environmental wellbeing of the area, including statutory community planning partners. <p>Members of the community planning partnership’s PB Working Group include: Housing Executive, Southern Health and Social Care Trust, Public Health Agency, Department for Communities, PSNI, Sport NI, PCSP, BPA: Social Enterprise Hub and CVS Panel members: West Armagh Consortium, Craigavon Area Food Bank, Banbridge Twinning Association, Portadown Rugby Club, Triangle Housing and Volunteer Now.</p>
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Are there any other policies with a bearing on this policy? If so, please identify them and how they impact on this policy.

- *Our Community Engagement Strategy: Armagh Banbridge Craigavon Community Planning Partnership June 2019*
- *Connected Community Plan for Armagh City, Banbridge and Craigavon Borough 2017-2030*
- *Connected Recovery Plan – Armagh Banbridge Craigavon Community Planning Partnership October 2020*

Available Evidence

Council should ensure that its screening decisions are 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.

Section 75 category	Evidence
Religious belief	The 2011 Census showed that 43% of the population in the Borough were either Catholic or brought up as Catholic and 52% belonged to or were brought up in Protestant, other Christian or Christian-related denominations. A further 1% belonged to or had been brought up in other religions, while 5% neither belonged to, nor had been brought up in, a religion.
Political opinion	<p>Armagh City, Banbridge and Craigavon Borough Council has 41 elected members. A breakdown of results of the Local Government Election in May 2019 for the borough are as follows:</p> <ul style="list-style-type: none"> • Democratic Unionist Party – 11 • Ulster Unionist Party – 10 • Sinn Fein – 10 • Social Democratic and Labour Party – 6 • Alliance – 3 • Independent – 1 <p>A total of 79,309 votes were polled in the borough from an eligible electorate of 147,977 giving a turnout of 53.6%. This breakdown is taken as an approximate representation of the political opinion of people within the borough.</p>
Racial group	<p>Ethnicity Results from the 2011 Census showed that 98.5% of the usually resident population of the borough were white and 1.5% were from minority ethnic groups. The main ethnic minorities were Mixed (605 individuals), Chinese (528 individuals) and Other Asian (463 individuals).</p> <p>Country of Birth Results from the 2011 Census show that 89.0% of residents in the borough were born in Northern Ireland. The</p>

	<p>borough had 5.4% of residents, or 10,846 individuals, who were born outside the United Kingdom or Republic of Ireland.</p> <p>Main Language Results from Census 2011 show that 4.1% of residents in the borough aged 3+ years (7,896 individuals) spoke a language other than English or Irish as their main language. Apart from English and Irish, the most other common main languages were Polish (2,919 residents aged 3+), Lithuanian (1,736 aged 3+) and Portuguese (834 aged 3+).</p>
Age	<p>The population of the borough was estimated to be 216,205 at 30th June 2019, the profile of which is shown below.</p> <ul style="list-style-type: none"> • 0-15 years - 23% • 16-39 years - 30% • 40-64 years - 32% • 65+ years - 16% <p>The borough has a growing and ageing population. The population of the borough is projected to increase by almost 8% (16,675 people) over the next ten years to 2029. The largest percentage increase is projected in the 65 and over age group (29%). Within this age group those aged 85 and over are projected to increase by an extra 1,781 people (46%).</p>
Marital status	<p>The 2011 Census provides information on the marital status profile of those aged 16 and over in the Borough:</p> <ul style="list-style-type: none"> • Single (never married or never registered a same-sex civil partnership) - 34% • Married - 51% • In a registered same-sex civil partnership - 0.1% • Separated (but still legally married or still legally in a same-sex civil partnership) - 4% • Divorced or formerly in a same-sex civil partnership which is now legally dissolved - 5% <p>Widowed or surviving partner from a same-sex civil partnership - 7%</p>
Sexual orientation	<p>The 2011 Census did not include a question on sexual identity.</p> <p>The Continuous Household Survey provides results on the sexual identity of persons aged 16 and over. For the combined years of 2016/17 – 2018/19, in the borough 98% of respondents to the survey identified as Heterosexual/Straight, 1% as Bisexual and less than 0.5% for each of Gay/Lesbian and Other. Less than 0.5% also</p>

	<p>responded don't know/refusal. (Note figures may not sum to 100% due to rounding).</p> <p>Results from the 2019 Northern Ireland Life and Times Survey showed for adults ages 18 and over in Northern Ireland overall:</p> <ul style="list-style-type: none"> • I am 'gay' or 'lesbian – 2% • I am heterosexual or 'straight' – 90% • I am bi-sexual – 1% • Other answer – 1% • I do not wish to answer this question – 7% <p>(Note figures may not sum to 100% due to rounding).</p>
Men and women generally	<p>The 2011 Census showed that in Armagh City, Banbridge and Craigavon Borough 49.4% (98,713) of usual residents were male and 50.6% (100,980) were female.</p> <p>Population estimates for 2019 show the borough is made up of 107,540 (49.7%) males and 108,665 (50.3%) females.</p>
Disability	<p>According to the 2011 Census, one fifth (20%) of people (39,861 individuals) in the borough had a long-term health problem or disability that limited their day-to-day activities.</p> <p>The Family Resources Survey showed, using data for 2015/16 to 2017/18, 19% of individuals in the borough were disabled, similar to the level in Northern Ireland overall (21%).</p> <p>Benefit statistics from the Department for Communities showed that as of May 2020 there were:</p> <ul style="list-style-type: none"> • 2,120 or 4.4% of under 16 population and 6,070 or 18.1% of 65 and over population claiming Disability Living Allowance. • 5,550 or 16.6% of 65 and over population claiming Attendance Allowance. • 15,130 Personal Independent Payment claims in payment (experimental statistics).
Dependants	<p>The 2011 Census showed that 36% or 27,827 households in the borough contained dependent children.</p> <p>Results from the 2011 Census also show that 12% of the borough's population (or 23,101 individuals) provided unpaid care. Of those who provided unpaid support:</p> <ul style="list-style-type: none"> • 58% provided 1 – 19 hours per week • 17% provided 20 – 49 hours per week • 25% provided 50+ hours per week. <p>Benefit statistics from the Department for Communities show that at May 2020 there were 7,940 claimants, or 4.7% of 16 and over population, claiming Carer's Allowance in the borough.</p>

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Needs, experiences and priorities

Taking into account the information gathered above, what are the different needs, experiences and priorities of each of the following categories in relation to this particular policy/decision?

Section 75 category	Needs, experiences and priorities
Religious belief	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Political opinion	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Racial group	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Age	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Marital status	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Sexual orientation	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Men and women generally	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Disability	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.
Dependants	Building on the statistical evidence of needs developed to date, the purpose of this pilot is to ensure that all Section 75 groups are able to decide on how funding is allocated in the across the borough through the Take £500 pilot PB Scheme.

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?

Category	Policy Impact	Level of impact (Major/minor/none)
Religious belief	<p>Greater numbers of Protestants than people from other religious backgrounds reside in the borough. However, the Pilot PB Project will not have a detrimental impact upon those with other religious beliefs, nor does it adversely affect the ability and/or opportunities for people from other religious backgrounds to participate within the pilot programme.</p> <p>The project will require an intensive promotion exercise to reach small groups from across the Borough. It will be required to draw on the reach of all our community planning partners including our Community and Voluntary Sector Panel and Elected Members to encourage groups to take part to ensure participation from everyone irrespective of religious belief and political opinion</p>	Potential differential impact, but will be actively promoted across the borough.

Political Opinion		
Racial group		No negative impact.
Age	<p>Positive opportunities for children and young people to apply for funding and to be involved in public decision making. Children and young people aged 8 years and above will be given the opportunity to put forward ideas and vote on projects that will benefit their area.</p> <p>There may be opportunities for intergenerational working and intergenerational projects may be identified.</p> <p>According to NINIS, in 2016 58% of people aged 65+ in ABC had never accessed the internet. The PB Working Group are working with Council's Age Friendly Officer to provide support for older people to access PB online.</p>	<p>Major positive</p> <p>Potential differential impact, but will be actively promoted across the borough.</p>
Marital status		No negative impact.
Sexual orientation		No negative impact.
Men and women generally		No negative impact.
Disability		No negative impact.
Dependents		No negative impact.

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

Category	If yes, provide details	If no, provide reasons
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Religious belief	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Political opinion	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Racial group	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Age	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Marital status	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Sexual orientation	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Men and women generally	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	
Disability	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on	

	how funding is allocated in their area.	
Dependents	Yes, opportunities to be more involved and have a meaningful say in decisions which affect their lives. All applicants will have a say on how funding is allocated in their area.	

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion, or racial group?

Category	Details of Policy Impact	Level of impact (major/minor/none)
Religious belief	The process is designed to be collaborative and helps to build cross-community relationship and connections. There will be opportunities for groups to hear what is happening across their DEA and connect digitally with groups that they may not have been familiar with before.	
Political opinion		
Racial group		

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

Category	If yes, provide details	If no, provide reasons
Religious belief	Yes, the PB working group will promote participation by people from all religious backgrounds who live within the borough.	
Political opinion	Yes, the PB working group will promote participation by people from all religious backgrounds who live within the borough.	
Racial group	Yes, the PB working group will promote participation by people from all religious backgrounds who live within the borough.	

Multiple Identity

Generally speaking, people fall into more than one Section 75 category (for example: disabled minority ethnic people; disabled women; young Protestant men; young lesbian, gay and

bisexual people). Provide details of data on the impact of the policy on people with multiple identities. Specify relevant s75 categories concerned.

A comprehensive promotional campaign which taps into the reach of the community planning partnership will promote participation in the project by people with multiple identities.

Disability Discrimination (NI) Order 2006

Is there an opportunity for the policy to promote positive attitudes towards disabled people?

Is there an opportunity for the policy to encourage participation by disabled people in public life?

Yes, the Community Planning Partnership includes a Community, Voluntary and Social Enterprise Panel. Currently there is participation by disability service providers. We will ensure to use their reach when promoting the PB funding opportunity and events. The project will provide opportunities for people with disabilities to be actively involved in public life through community action and being involved in public decisions about budget allocation.

The PB pilot will encourage all groups from across each DEA within the borough to take part in the project. All groups are eligible to apply and will be encouraged and supported to come up with innovative solutions that relate to the Take 5 Steps to wellbeing. All applications are welcome and we will ensure any access needs are met for people with disabilities.

Screening Decision

A: NO IMPACT IDENTIFIED ON ANY CATEGORY – EQIA UNNECESSARY

Please identify reasons for this below

B: MINOR IMPACT IDENTIFIED – EQIA NOT CONSIDERED NECESSARY AS IMPACT CAN BE ELIMINATED OR MITIGATED

Where the impact is likely to be minor, you should consider if the policy can be mitigated or an alternative policy introduced. If so, an EQIA may not be considered necessary. You must indicate the reasons for this decision below, together with details of measures to mitigate the adverse impact or the alternative policy proposed.

The delivery of the pilot aims to ensure that all Section 75 groups are able to contribute to decisions that will benefit the Armagh City, Banbridge and Craigavon Borough and the people who live in it.

The process is collaborative, it builds relationships and connections and will help foster links between groups.

The project will require an intensive promotion exercise to reach small groups from across each DEA. It will be required to draw on the reach of all our community planning partners including our Community and Voluntary Sector Panel and Elected Members to encourage groups to take part.

The application form is short and straightforward with applicants providing details on their proposal and it will be checked against a predetermined criteria eg: Safe, legal, feasible, deliverable

Advice and clarification on applications will be provided to help groups to move through the next stage.

Ideas will be presented through an online video approach – consideration will be given to the groups who need support to create the online video. An external provider will be procured to develop a short tutorial video this will be shared with all applicants, the video will provide advice on the type of apps that can be downloaded onto a phone or ipad to create a short video.

Local people will be given the opportunity to vote for the projects that they want to fund. Voting will open online for 1 week.

- Every person aged 8 and over has the opportunity to vote
- Multiple votes are given: Each person must vote for their preferred projects groups will be allowed to vote for themselves but must also vote for other projects as well. Number of votes to be allocated will be agreed by the PB working group and this will be included in event information. If a person does not use their full allocation of votes then their vote will be discounted. Multiple voting ensures a spread of projects.

The celebration event enables local community to see and hear the experiences of the applicants whose projects were selected. The winning applicants will share what has been achieved with their funding and the difference it has made. This along with the evaluations will help inform and refine a repeat process. Repeating the process encourages new voices and helps attract new groups.

The celebration event will be kept under review and in line with current public health Covid guidance.

C: MAJOR IMPACT IDENTIFIED – EQIA REQUIRED

If the decision is to conduct an equality impact assessment, please provide details of the reasons.

Timetabling and Prioritising

If the policy has been screened in for equality impact assessment, 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	

The total rating score should 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 council in timetabling its EQIAs.

Is the policy affected by timetables established by other relevant public authorities? If yes, please give details.

Monitoring

Effective monitoring will help the authority identify any future adverse impact arising from the policy. It is recommended that where a policy has been amended or an alternative policy introduced to mitigate adverse impact, monitoring be undertaken on a broader basis to identify any impact (positive or adverse).

Further information on monitoring is available in the Equality Commission's guidance on monitoring (www.equalityni.org).

Identify how the impact of the policy is to be monitored

The action will subject to ongoing monitoring. The successful applicants will take part in a Celebration Event to share how their projects has benefitted the borough area.

Evaluation of the pilot programme will be completed by the working group and will inform and refine a repeat PB process.

Approval and Authorisation

A copy of the screening form for each policy screened should be signed off by the senior manager responsible for that policy. The screening recommendation should be reported to the relevant Committee/Council when the policy is submitted for approval.

Screened by	Position/Job title	Date
Michelle Markey	Community Planning Officer	18 Sept 2020
Approved by	Position/Job Title	Date
Jennie Dunlop	Community and Strategic Planning Manager	

Please forward a copy of the completed policy and form to:

mary.hanna@armaghbanbridgecraigavon.gov.uk

who will ensure these are made available on the Council's website.

The above officer is also responsible for issuing reports on a quarterly basis on those policies "screened out for EQIA". This allows stakeholders who disagree with this recommendation to submit their views. In the event of any stakeholder disagreeing with the decision to screen out any policy, the screening exercise will be reviewed.