

Armagh City, Banbridge and Craigavon Borough Council

Policy Screening Report

under

Section 75 of the Northern Ireland Act, 1998

February 2021

Equality Scheme Policy Screening Report

Armagh City, Banbridge and Craigavon Borough Council has developed a number of new policies. In complying with the Council's Equality Scheme Duties, these policies have been screened for any possible adverse impact that they may have under Section 75 of the Northern Ireland Act, 1998. The nine groups are:

Age; Marital status; Women (including girls) and Men (including boys); Persons with a disability and Persons without; Persons with dependants and Persons without; Political Opinion; Racial Group; Religious belief; and Sexual Orientation.

The policies have been screened against the questions below and have been ranked 1,2 or 3

1	'screened in' for equality impact assessment, including date of EQIA
2	'screened out' with mitigation
3	'screened out' without mitigation

Screening Questions

- A 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)
- B Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?
- C To what extent is the policy likely to impact on good relations between people of a different religious belief, political opinion or racial group? (minor/major/none)
- D Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

The attached schedule is being published for consultees information. Comments may be submitted in writing, by telephone, e-mail, or in person and should be forwarded to the address below.

Mary Hanna
Policy & Diversity Officer
Armagh City, Banbridge and
Craigavon Borough Council
Armagh Office
The Palace Demesne
Armagh City
BT60 4EL

Tel: 028 3752 9600

E-mail: mary.hanna@armaghbanbridgecraigavon.gov.uk

This document is available in alternative formats on request

Section 75 Northern Ireland Act 1998 – Policy Screening Exercise

Policies have been assessed against the four screening questions and a ranking allocated. For each of the policies detailed below, a more comprehensive ‘screening’ document is available on the Council website or on request. Copies can be found at <https://www.armaghbanbridgecraigavon.gov.uk/council/policies/> The report includes published screening for the period December 2020 to January 2021.

Policy/Procedure	Policy/Procedure Aims	Ranking/ Screening Decision
Capability Procedure	<p>The main objective of this procedure is to enable the Council to deal with cases where an employee is lacking in some area of knowledge, skill or aptitude and is consequently unable to carry out the required duties of his/her job to an acceptable standard.</p> <p>The procedure was written in conjunction with the Local Government Reform Joint Forum and the Local Government Staff Commission and is compliant with current legislation and reflects Labour Relations Agency guidelines on best practice.</p>	3
Flexible Working Hours	<p>This policy clearly sets out the rules applicable to flexi working hours and the procedure to be followed by employees participating in the scheme.</p> <p>The policy aims to:</p> <ul style="list-style-type: none"> • outline the purpose of the FWH Scheme; • set out clearly the basic principles and conditions of the FWH Scheme; • outline the procedure to be followed by employees participating in the FWH Scheme and their roles and responsibilities; 	3

	<ul style="list-style-type: none"> • provide employees with clear and consistent information in relation to the FWH Scheme. <p>The policy will affect all employees regardless of what equality category they fall within.</p>	
Fraud and Corruption Policy	<p>The purpose of the policy is to draw the attention of Members and staff to the importance of ensuring that proper procedures are followed when a suspected fraud is reported.</p> <p>This is a technical policy with no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.</p>	3
Gifts and Hospitality Policy	<p>This policy operates in conjunction with the Council's Code of Conduct for employees, Disciplinary Policy and Fraud Policy. It sets out clear advice in relation to the behaviour of employees if they are offered gifts or hospitality.</p> <p>The main aims of the Policy are to:</p> <ul style="list-style-type: none"> • Ensure consistency when dealing with gifts and hospitality; • Ensure compliance with the Bribery Act; • Establish guidance for all staff to follow to ensure that the Council can demonstrate that no undue influence has been applied by an external organisation dealing with the Council; and • Protect Council Officers from criticism and misunderstanding and to protect the Council from allegations of impropriety. <p>This is a technical policy with no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and</p>	3

	good relations categories.	
Tree Management Policy	This is a new policy and the aim is to ensure that a consistent approach to tree management is adopted across the Council area and will apply to those tree stocks managed by Council. It has a neutral impact on the equality categories.	3