

**Armagh City, Banbridge and Craigavon Borough Council**

**Policy Screening Report**

**under**

**Section 75 of the Northern Ireland Act, 1998**

**September 2015**

## 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 one of the addresses below.

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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. The report includes published screening for the period July 2015 to September 2015.

Policy/Procedure	Policy/Procedure Aims	Ranking/ Screening Decision
<p><b>Corporate Health and Safety Policy</b></p>	<p>This policy has been prepared for the purposes of Article 4(3) of the Health and Safety at Work (Northern Ireland) Order 1978.</p> <p>The aim of the policy is to make clear the Council’s commitment to Health and Safety to all who may be affected by the Council’s acts or omissions and to ensure a consistent approach to Health and Safety within the Council.</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>	<p>3</p>
<p><b>Gifts and Hospitality Policy</b></p>	<p>The purpose of this policy is to:-</p> <ul style="list-style-type: none"> <li>• Outline for all Council staff the guidelines and fundamental principles for the provision and acceptance of gifts and hospitality</li> <li>• Provide advice on how hospitality either provided by or accepted by Council staff should be approved and recorded.</li> <li>• Outlines roles and responsibilities for staff at all levels within the</li> </ul>	<p>3</p>

	<p>Council.</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>	
<p><b>Social Media Policy for employees</b></p>	<p>This policy deals with the use of all forms of social media, including Facebook, Twitter, LinkedIn, YouTube and all other internet postings, including other platforms such as blogs, video and images, whether specified in this policy or yet to come into being.</p> <p>This policy applies to the use of social media for both working and personal purposes, whether during office hours or otherwise. This policy applies regardless of whether the social media sites are accessed using the Council's facilities or equipment belonging to employees.</p> <p>This policy clearly sets out the guidelines that apply to online participation and set out the standards of behaviour expected as a representative of the Council. It is intended to benefit all employees regardless of equality group they fall within. Guidelines are provided for Officers and they set out the standards of behaviour expected from a representative of the Council. These guidelines include the following;</p> <ul style="list-style-type: none"> <li>• Don't use insulting, offensive, sexist, sectarian or racist language or engage in any conduct that would not be acceptable in the workplace. Show consideration for others' privacy and for topics that may be considered objectionable or inflammatory such as politics or religion.</li> </ul>	3
<p><b>Social Media Usage Policy</b></p>	<p>The aim of this policy is to clearly set out how Council social media sites should be set up, managed effectively and how any risks or pitfalls should be managed. It is intended to benefit all employees regardless of equality group they fall within. However, the policy specifically outlines the Council</p>	3

	House Rules for Facebook and states that the Council reserves the right to remove comments, without notification, which we deem to be: Racist, sexist, homophobic	
<b>Whistleblowing Policy</b>	<p>The Council is committed to developing a culture where all employees are encouraged to raise concerns about poor or unacceptable practice and misconduct, and can do so safely.</p> <p>The purpose of the policy is to promote responsible whistleblowing about issues where the interests of others, including the public, or the Council itself are at risk.</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