

# ARDS AND NORTH DOWN BOROUGH COUNCIL

## Policy Screening Form

1.	Policy Reference (Equality use only)	E 102
2.	Policy Name	Learning and Development Strategy for Elected Members
3.	<del>Existing / Revised /</del> New Policy	New policy
4.	Responsible Officer	Director of Organisational Development and Administration
5.	Description of policy to be screened	This Learning and Development Strategy details the approach by Ards and North Down Borough Council to Elected Member learning and development.
	Aims and Expected Outcomes – what is the Policy expected to achieve?	The aim of this policy is to ensure that Elected Members are appropriately developed and supported so that they can be effective in their roles. The main business tool driving this process is the Elected Member Development Charter. The Council aims to achieve this accreditation by March 2018.
6.	Section 75 categories which might be expected to benefit and how they may benefit.	All Section 75 categories should benefit from this strategy.
7.	Factors which could contribute to / detract from the intended aims / outcomes of the Policy when being implemented	From the delivery of this strategy Elected Members will be offered competence based training in their various roles both in skills development and understanding of their role in a range of situations. There is a budget of £10,000 allocated for the 2017/2018 financial year to ensuring this strategy is delivered across the council and all councillors will receive appropriate training to meet their needs. The aim of this strategy will be detracted from if members do not engage or attend.
8.	The main stakeholders on whom the policy will impact. For example, Employees, Potential Service Users and Community Groups Consider the internal and external impacts (either actual or potential)	The Council, Elected Members, employees, Trade Unions, service users and potential service users.  Departments of the Legislative Assembly and all external bodies.

	and comment, or list, information where appropriate	
--	---	--

9.	Please provide details of other policies which have a bearing on this one.	
	Policies: E 15 Ards and North Down Borough Council - Corporate Plan E 72 Performance Improvement Plan E 75 Investors in People Accreditation E 76 Organisational Development Plan/Strategy	Owned by :  Ards and North Down Borough Council

10.	Available evidence (quantitative and qualitative) considered as important to encourage completion in relation to :	
	Religious Belief	NIRSA statistics and NINIS statistics for the Borough profile where data is available for the Ards and North Down Borough Council area and Electoral Wards.  Ards and North Down Borough Council Elected Members profile where this information is available.  Ards and North Down Borough Council employee profile. Elected Members Training Needs Analysis completed July 2016.
	Political Opinion	
	Racial Group	
	Age	
	Marital Status	
	Sexual orientation	
	Men & Women generally	
	Disability	
	Dependents	

11.	Based on data previously provided what are the needs, experiences and priorities for each of the following categories, in relation to this policy/decision?	
	Religious Belief	All Elected Members training needs are considered as an integral part of this strategy and reasonable adjustments will be agreed with members where a need is identified.
	Political Opinion	
	Racial Group	
	Age	
	Marital Status	
	Sexual orientation	
	Men & Women generally	
	Disability	
	Dependents	

**Does this Policy require an Equality Impact Assessment?**

1.	What is the likely impact on equality of opportunity for each of the Section 75 categories?		
		Detail of Impact	Level of Impact Minor/Major/None
	Religious Belief	This strategy will include a range of training including promotion of equality of opportunity and good relations,	None
	Political Opinion		
	Racial Group		

	Age	financial management, chairing of meetings and media awareness training.	
	Marital Status		
	Sexual orientation		
	Men & Women generally		
	Disability		
	Dependents		

2.	Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?		
		If "Yes", provide details	If "No", provide details
	Religious Belief	No, as the training needs analysis has identified training gaps and the training programme will ensure that Section 75 is adhered to in all training.	
	Political Opinion		
	Racial Group		
	Age		
	Marital Status		
	Sexual orientation		
	Men & Women generally		
	Disability		
Dependents			

3.	To what extent is the Policy likely to impact on Good Relations between people of different religious belief, political opinion or racial group?		
		Details of Impact	Level of Impact Minor/Major/None
	Religious Belief	Minor as it will identify the need to promote good relations in all Council responsibilities and duties for Members.	
	Political Opinion		
Racial Group			

4.	Are there opportunities to better promote Good Relations between people of different religious belief, political opinion or racial group?		
		If "Yes" provide details	If "No" provide details
	Religious Belief	No as the training needs analysis has included good relations in all relevant training sessions.	
	Political Opinion		
Racial Group			

Additional Considerations

	Multiple Identity Considerations	Details of Impact or potential impact (Positive/Negative)
	Are there any potential impacts of the policy decision on people with multiple identities? (e.g. disabled minority ethnic	This strategy has positively embraced the broad range of multiple identities of those to be trained and those that Elected Members have contact with.

persons)	
Where appropriate provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.	

### Disability Discrimination Order (NI) 2006

Does this proposed policy provide an opportunity to:	Yes / No	Explain your reasoning:
<ul style="list-style-type: none"> <li>- <u>better promote positive attitudes</u> towards disabled people</li> <li>- <u>increase participation</u> by disabled people in public life</li> </ul>	Yes	<p>This strategy will deliver a range of training programmes that will be available in a range of formats and reasonable adjustments will be made where a need is identified.</p> <p>Training will also be delivered on Disability Discrimination legislation and its relevance to the many roles and responsibilities of Elected Members.</p>

### Monitoring Arrangements

Section 75 places a requirement on the Council to have equality monitoring arrangements in place in order to assess the impact of policies and services, help identify barriers to fair participation and to better promote equality of opportunity.

Outline what data you could collect in the future in order to monitor the impact of this policy / decision on <u>equality, good relations and disability duties</u>	<p>Comments on training delivered, reasonable adjustments required and the range requested.</p> <p>Reduction in complaints and range of comments received from service users and employees.</p>
---	---

### Consideration of Human Rights

The Human Rights Act 1998 brings the European Convention on Human Rights (ECHR) into UK and, therefore, Northern Ireland. Indicate below any potential adverse impacts that the policy / decision may have in relation to human rights issues

Right to Life	Article 2	<input type="checkbox"/>
Prohibition to torture, inhuman or degrading treatment	Article 3	<input type="checkbox"/>
Prohibition of slavery and forced labour	Article 4	<input type="checkbox"/>

Right to Liberty and Security	Article 5	<input type="checkbox"/>
Right to a Fair and Public Trial	Article 6	<input type="checkbox"/>
Right to no punishment without due legal process	Article 7	<input type="checkbox"/>
Right to respect for private and family life, home and correspondence	Article 8	<input type="checkbox"/>
Right to freedom of thought, conscience and religion	Article 9	<input type="checkbox"/>
Right to freedom of Expression	Article 10	<input type="checkbox"/>
Right to freedom of peaceful assembly and association	Article 11	<input type="checkbox"/>
Right to marry and found a family	Article 12	<input type="checkbox"/>
The prohibition on discrimination	Article 14	<input type="checkbox"/>
Protection of property and enjoyment of possessions	Protocol 1 Article 1	<input type="checkbox"/>
Right to education	Protocol 1 Article 2	<input type="checkbox"/>
Right to free and secret election	Protocol 1 Article 3	<input type="checkbox"/>

	Please explain any adverse impacts on human rights that you have identified?	
	Please indicate any ways in which you consider the policy positively promotes Human Rights	

I can confirm that the proposed policy / decision have been screened for:-

x	Equality of opportunity and good relations
x	Disabilities duties; and
<input type="checkbox"/>	Human rights issues

On the basis of the answers to the screening questions, I recommend that this policy / decision is:-

x	Screened Out – No EQIA necessary (no impacts)
<input type="checkbox"/>	Screened Out – Mitigating Actions (minor impacts)
<input type="checkbox"/>	Screened In – Necessary to conduct a full EQIA
	Please detail actions to be taken:

Screening assessment completed by:-

Name: Sam Rea

Title: Organisational Development Manager

Date: 30 January 2017

Signature:

Director/Head of Service decision approved by:

Name: Rosemary McCullough

Title: Head of Human Resources and Organisational Development

Date: 30 January 2017

Signature:

If an Equality Impact Assessment is required

Priority Rating for Timetabling an Equality Impact Assessment. (1-3)	Priority Criterion	Rating
	Effect on equality of opportunity and good relations	
	Social need	
	Effect on people's daily lives	
	Relevance to a public authority's functions	

Is this Policy Affected by Timetables established by other relevant Public Authorities?	
---	--

Monitoring Recommendation	
---------------------------	--

Approval and Authorisation			
Screened by :	Position/Job Title:	Date:	
	Organisational Development Manager	30 January 2017	
Approved by:	Head of Human Resources and Organisational Development	30 January 2017	