

ARDS AND NORTH DOWN BOROUGH COUNCIL

Policy Screening Form

1.	Policy Reference (Equality use only)	E 105
2.	Policy Name	North Down Museum Collections Development Policy
3.	Existing / Revised / New Policy	Revised Policy
4.	Responsible Officer	Director of Community, Wellbeing and Health
5.	Description of policy to be screened	<p>This policy details how North Down Museum will develop the collection through this policy. It states the range of current collections focusing on the themes of Archaeology, Christian Heritage, Raven Maps, Ward Family, Jordan Collection, Paintings, Photographic Archive and posters. It also mentions gifts and bequests from trusts, local artists, collectors and families who have enhanced the collection over the years.</p> <p>The policy also details future collecting priorities for the period of this policy noting that all artefacts must have a local, Ards and North Down connection and are themed to include photographs and images of the Ards and North Down Area, World War I and World War II and its impact , contemporary collecting- in particular items from the 1930s to 1990s, Local Artists and Costume Collection.</p> <p>The policy also includes themes and priorities for rationalisation and disposal; limitations on collecting; the collecting policies of other museums, as well as the policy review procedure; acquisition procedures; spoliation; management of archives and disposal procedures.</p>
	Aims and Expected Outcomes – what is the Policy expected to achieve?	The policy aims to detail how the North Down Museum will preserve the Borough’s unique history and heritage for future generations and record, interpret and promote the ‘story’ of Ards and North Down through its collections for the benefit of local people and tourists alike.
6.	Section 75 categories which might be expected to benefit and how they may benefit.	All section 75 categories should benefit from this policy
7.	Factors which could contribute	If Council does not implement this policy as intended for

	to / detract from the intended aims / outcomes of the Policy when being implemented	any reason.
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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) and comment, or list, information where appropriate	The Council, existing employees, potential employees, residents, visitors to the Borough, hirers/users of the Museum, users and potential users and potential users of the Museum.
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9.	Please provide details of other policies which have a bearing on this one.	
	E 15 Ards and North Down Borough Council - Corporate Plan E 103 North Down Museum Documentation Policy Statement E 104 North Down Museum Access Policy Statement	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	This policy is in relation to the range of collections the museum holds and will be responsible for over the period of the policy. The exhibits are required to be representative of the area and will cover a broad range of topics to ensure they are of potential interest to a broad range of visitors locally and from outside the Borough. The policy will make each exhibition accessible taking into account the area, subject matter, context and availability of items and relevant information. Exhibitions will use a range of mediums to enable all visitors to access the information available.
	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	This policy is in relation to the range of collections the museum holds and will be responsible for over the period of the policy. Some Section 75 data is collected in relation to visitors to the exhibitions and all comments and complaints are monitored. The museum exhibits are determined on a range of factors including timelines of history, local and current events, and where the museum has control, they ensure exhibits have the breadth of historical context explained in advertising and in the displays.
	Political Opinion	
	Racial Group	
	Age	
	Marital Status	
	Sexual orientation	
	Men & Women generally	
	Disability	

Dependents	
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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	The range of exhibitions are based on exhibits requested, availability regionally and nationally, local interest, relevant events and availability of artefacts etc. An exhibit may not be considered a shared experience but all are based on evidence and meeting learning and factual experiences.	Minor
	Political Opinion		
	Racial Group		
	Age		
	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 collections are appropriate to availability, current and regional interests and are cognisant of the resident and visiting populations and current events.	
	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. This policy will, where appropriate aim to promote good relations.	
	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 current policy does aim to promote good relations.	
	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 persons)	This Policy will impact on a broad range of individuals with many multiple dimensions. Their needs are anticipated based on good practice and past requested reasonable adjustments, comments and complaints.
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"> - <u>better promote positive attitudes</u> towards disabled people - <u>increase participation</u> by disabled people in public life 	Yes	This policy ensures that a broad range of advertising methods are used to market the exhibitions and access to them. Reasonable adjustments are considered in all elements of enacting this policy. The museum staff will take into consideration a variety of means of interpretation to ensure engagement with a broad range of visitors and potential visitors.

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>	Section 75 data where appropriate on visitors to range of methods of engagement and reasonable adjustments requested and put in place. Range of exhibits and targeted attendance if identified.
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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: Heather McGuicken
 Title: Museum Manager
 Date: 24 February 2017
 Signature:

Director/Head of Service decision approved by:

Name: Jan Nixey
 Title: Head of Community and Culture
 Date: 24 February 2017
 Title:
 Date:
 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?	
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Monitoring Recommendation	
Approval and Authorisation	

	Screened by :	Position/Job Title:	Date:
		Museum Manager	24 February 2017
	Approved by:	Head of Community and Culture	24 February 2017