

ARDS AND NORTH DOWN BOROUGH COUNCIL

Policy Screening Form

1.	Policy Reference (Equality use only)	E 200
2.	Policy Name	Whistle-blowing Policy
3.	Existing / Revised / New Policy	Revised policy
4.	Responsible Officer	Director of Organisational Development and Administration
5.	Description of policy to be screened	The purpose of this policy is to provide Council employees/others with a framework within which they can raise concerns concerning Council business and the protections that they have a right to.
	Aims and Expected Outcomes – what is the Policy expected to achieve?	<p>The purpose of the Whistle-blowing Policy is to encourage workers and others to feel confident in raising serious concerns about any aspect of service provision, the conduct of officers or others acting on behalf of the Council.</p> <p>The policy details the procedures involved in raising concerns and reassuring those who raise concerns that they will not be victimised if they have a reasonable belief that it is in the interest of the organisation or the public interest to raise the matter.</p> <p>The purpose of the Whistle-blowing policy is to:</p> <ul style="list-style-type: none"> • Encourage workers and others to feel confident in raising concerns • Reassure workers, that they will be protected from reprisals or victimisation for raising concerns in good faith in accordance with this policy • Reassure workers and others that their concerns will be taken seriously • Provide information about how to raise concerns and explain how the Council will respond
6.	Section 75 categories which might be expected to benefit and how they may benefit.	All Section 75 categories are expected to benefit from the delivery of this policy.
7.	Factors which could contribute to / detract from the intended	If the policy is not delivered or actioned upon as intended.

	aims / outcomes of the Policy when being implemented	
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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, individuals who work in or provide a service to or on behalf of the Council, Council employees, agency workers, contractors, employees of a contractor, residents and ratepayers of the Borough, visitors to the Borough, employers and employees within the Borough.
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9.	Please provide details of other policies which have a bearing on this one.	
	<p>E 09 Disciplinary Policy</p> <p>E 13 Capability Policy</p> <p>E 14 Sustainability and Environmental Policy</p> <p>E 26 Anti-Fraud Bribery and Corruption Policy</p> <p>E 28 Corporate Complaints policy and procedure</p> <p>E 38 Dignity at Work Policy and Procedure</p> <p>E 50 Gift and Hospitality for Council Employees Policy</p> <p>E 63 ANDBC Corporate Health and Safety Management Systems Policy</p> <p>E 66 Safeguarding policy for children, young people and adults who may be vulnerable</p> <p>E 75 Investors in People Accreditation</p> <p>E 90 Draft Behaviour Charter for Employees</p> <p>E 153 Customer Care Strategy</p> <p>E 178 Policy for the use of Council Vehicles</p>	Ards and North Down Borough Council

10.	Available evidence (quantitative and qualitative) considered as important to encourage completion in relation to :													
	<p>Religious Belief</p> <p>Summary: The Northern Ireland Census 2011 (NISRA) statistics for the Borough area showed that 75% are or have been brought up in Protestant and Other Christian (including Christian related) religions. While this varied across the borough from 17% in Portaferry ward to 87% in Carrowdore ward this does not have any relation to this policy. These compared to 48% for Northern Ireland as a whole.</p> <p>See table below</p> <p>Data: Religion or Religion Brought up in (Numbers with % in brackets)</p> <table border="1"> <thead> <tr> <th></th> <th>All usual residents</th> <th>Catholic</th> <th>Protestant and Other Christian (including Christian related)</th> <th>Other Religions</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		All usual residents	Catholic	Protestant and Other Christian (including Christian related)	Other Religions	None							
	All usual residents	Catholic	Protestant and Other Christian (including Christian related)	Other Religions	None									

Northern Ireland	1,810,863 (100%)	817,385 (45%)	875,717 (48%)	16,592 (1%)	101,169 (6%)
Ards and North Down Borough Council	156,672 (100%)	20,550 (13%)	117,589 (75%)	1,729 (1%)	16,804 (11%)

Source: [Religion or religion brought up in. Census 2011, NISRA](#)

The ANDBC employee profile shows that

<u>Males</u>	<u>Protestant</u>	<u>Roman Catholic</u>	<u>Other</u>	<u>Total</u>
<u>Full Time</u>	<u>358 (84%)</u>	<u>33(8%)</u>	<u>34(8%)</u>	<u>425 (100%)</u>
<u>Part Time</u>	<u>*(63%)</u>	<u>*(25%)</u>	<u>*(13%)</u>	<u>*8 (100%)</u>
<u>Totals</u>	<u>363(84%)</u>	<u>35(8%)</u>	<u>35(8%)</u>	<u>433(100%)</u>

<u>Females</u>	<u>Protestant</u>	<u>Roman Catholic</u>	<u>Other</u>	<u>Total</u>
<u>Full Time</u>	<u>223(78%)</u>	<u>58(20%)</u>	<u>6(2%)</u>	<u>287(100%)</u>
<u>Part Time</u>	<u>20(54%)</u>	<u>12(32%)</u>	<u>5(14%)</u>	<u>37(100%)</u>
<u>Totals</u>	<u>243(75%)</u>	<u>70(22%)</u>	<u>11(3%)</u>	<u>324(100%)</u>

<u>Total Emp</u>	<u>606(80%)</u>	<u>105(14%)</u>	<u>46(6%)</u>	<u>757(100%)</u>
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[*Small numbers removed as individuals could be identifiable](#)

Political Opinion

Summary: Electoral Office data from recent Local Government elections detail the political representation on Ards and North Down Council, The Stormont Executive for this electoral area and Westminster election. This data is an approximate measure of political opinion of the voting electorate within the Borough. Turnout to vote in North Down and Strangford constituencies tend to be lower than the rest of NI suggesting less strong political opinions. Of those who do turn out, the results show preferences for voting Unionist parties.

See table below

Data: Council Election results

The most recent local council election (2nd May 2019) showed:

Elected Candidate				

		Eligible Electorate	Votes Polled (% Turnout)	DUP	Sinn Féin	UUP	SDLP	Alliance	Independent	TUV	Green	PUP	Aontu	CCJA
	Northern Ireland	1,305,553	687,733 (52.7%)	122	105	75	59	53	24	6	8	3	1	1
	Ards and North Down Borough Council	112,077	47,161 (42.1%)	14		8	1	10	3	1	3			
	Ards Peninsula (DEA)	16,656	7,369 (44.2%)	3		1	1	1						
	Bangor Central (DEA)	17,194	6,678 (38.8%)	2		1		1	1		1			
	Bangor East and Donaghadee (DEA)	16,956	6,915 (40.8%)	2		2		1	1					
	Bangor West (DEA)	13,479	5,448 (40.4%)	1		1		2			1			
	Comber (DEA)	13,681	6,272 (45.8%)	2		1		1		1				
	Holywood and Clondeboy (DEA)	14,158	6,229 (44.0%)	1		1		2			1			
	Newtownards (DEA)	19,953	8,250 (41.4%)	3		1		2	1					

Source: [The Electoral Office, NI](#)

Racial Group	Summary: NISRA, NINIS and Northern Ireland Strategic Migration Partnership data provide up to date data. The 2011 census showed that 32,000 (1.8%) of the usually resident population in Northern Ireland is from a minority ethnic
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background. Within the borough, the 2011 Census showed that 1.5% (2,300) were from a minority ethnic background. Across the borough this ranged from 5.2% in Loughview ward to 0.3% in Lisbane ward.

See table below

Data: Ethnic Group (Numbers with % in brackets)

	All usual residents	White	Chinese	Indian	Bangladeshi	Other Asian	Black African	Black Other	Mixed	Other
Northern Ireland	1,810,863 (100%)	1,778,449 (98%)	6,303 (0%)	6,198 (0%)	540 (0%)	6,089 (0%)	2,345 (0%)	1271 (0%)	6,014 (0%)	3,654 (0%)
Ards and North Down Borough Council	156,672 (100%)	154,365 (99%)	406 (0%)	283 (0%)	177 (0%)	415 (0%)	139 (0%)	132 (0%)	556 (0%)	199 (0%)
Ards Peninsula	156,672 (100%)	23,367 (99%)	26 (0%)	19 (0%)	5 (0%)	19 (0%)	6 (0%)	2 (0%)	51 (0%)	29 (0%)
Bangor Central	23,524 (100%)	24,469 (98%)	105 (0%)	43 (0%)	17 (0%)	43 (0%)	26 (0%)	32 (0%)	9 (0%)	38 (0%)
Bangor East and Donaghadee	24,892 (100%)	22,648 (99%)	56 (0%)	27 (0%)	10 (0%)	91 (0%)	11 (0%)	2 (0%)	82 (0%)	19 (0%)
Bangor West	22,946 (100%)	17,763 (98%)	19 (0%)	135 (0%)	2 (0%)	11 (0%)	3 (0%)	26 (0%)	73 (0%)	15 (0%)
Comber	18,152 (100%)	18,216 (99%)	30 (0%)	8 (0%)	9 (0%)	35 (0%)	4 (0%)	8 (0%)	55 (0%)	17 (0%)
Hollywood and Clondeboye	18,382 (100%)	20,061 (98%)	65 (0%)	31 (0%)	23 (0%)	81 (0%)	81 (0%)	56 (0%)	1 (0%)	61 (0%)
Newtownards	20,560 (100%)	27,841 (99%)	105 (0%)	20 (0%)	11 (0%)	30 (0%)	8 (0%)	6 (0%)	75 (0%)	20 (0%)

Source: [Ethnic Group, Census 2011, NISRA](#)

Age

NISRA have published population projections for the Borough which show that the proportion of those aged 85 and over are expected to more than double within the next 25 years.

ANDBC has the highest % population of older people in Northern Ireland.

See table below

Data: Age Groups (Numbers with % in brackets)

	0-15	16-39	40-64	65+	Total
Northern Ireland	385,200 (21%)	583,116 (31%)	591,481 (32%)	291,824 (16%)	1,851,621 (100%)
Ards and North Down Borough Council	29,801 (19%)	43,239 (27%)	54,094 (34%)	31,663 (20%)	158,797 (100%)

Sources: [Demography and Methodology Branch, NISRA](#)
[World Health Organization](#)

The council has an older age profile of employees as only a small number of new recruitment exercises have been carried out from 2014. The younger population may not identify with such an event as the older population would.

In relation to the profile of employees the following identifies them in age bands and gender:

Female		
16 - 29	Total	20(6%)
30 - 39	Total	75(23%)
40 - 49	Total	105 (33%)
50 - 59	Total	80 (25%)
60 – 70+	Total	42 (13%)
		322 (100%)
Male		
16 - 29	Total	26 (6%)
30 - 39	Total	83(19%)
40 - 49	Total	121(27%)
50 - 59	Total	176 (39%)
60 – 70+	Total	41 (9%)
		447 (100%)

Marital Status

The 2011 Northern Ireland Census showed that 48% of adults (those aged over 16 years of age) in Northern Ireland were either married or in a registered same-sex civil partnership. Within the borough, 54% of adults fell into this category. This varies across the borough from 36% in Central (Ards) ward to 64% in Lisbane ward.

See table below

Data: Marital Status (All aged 16+) (Numbers with % in brackets)

	All usual residents	Single (never married or never registered a same-sex civil partnership)	Married	In a registered same-sex civil partnership	legally married or still legally in a same-sex civil partnership)	Divorced or formerly in a same-sex civil partnership which is now legally dissolved	Widowed or surviving partner from a same-sex civil partnership
Northern Ireland	1,431,540 (100%)	517,393 (36%)	68,031 (48%)	1,243 (0%)	56,911 (4%)	78,074 (5%)	97,088 (7%)
Ards and North Down Borough Council	126,945 (100%)	36,730 (29%)	67,866 (53%)	123 (0%)	4,328 (3%)	8,548 (7%)	9,350 (7%)

Source: [Northern Ireland 2011 Census, Marital Status](#)

Sexual orientation	<p>Summary: It should be noted that no reliable data is available on sexual orientation-NISRA are currently examining methodology on how to measure this. However, the 2011 census indicates that less than 1% of the Northern Ireland adult population (those aged 16 years and over) were in a registered same-sex civil partnership. This was similar to the borough as a whole. The Continuous Household Survey in Northern Ireland estimated this figure between 0.9% and 1.9% in 2015-2016. The Office for National Statistics estimates a similar range for the United Kingdom (1.7%).</p> <p>Source: Northern Ireland 2011 Census, Marital Status ONS 2015 Sexual Identity</p>
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Men & Women generally	<p>According to census (NISRA) almost half of the population of Northern Ireland were male (49%) and this was similar throughout Ards and North Down Borough Council (48%). See table below</p> <p>Data:</p> <table border="1"> <thead> <tr> <th></th> <th>Males</th> <th>Females</th> <th>All</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>887,323 (49%)</td> <td>923,540 (51%)</td> <td>1,810,863 (100%)</td> </tr> <tr> <td>Ards and North Down Borough Council</td> <td>75,920 (48%)</td> <td>80,752 (52%)</td> <td>156,672(100%)</td> </tr> </tbody> </table> <p>Source: Age Structure, Census 2011, NISRA Review of statistical classification and delineation of settlements, NISRA</p>		Males	Females	All	Northern Ireland	887,323 (49%)	923,540 (51%)	1,810,863 (100%)	Ards and North Down Borough Council	75,920 (48%)	80,752 (52%)	156,672(100%)
	Males	Females	All										
Northern Ireland	887,323 (49%)	923,540 (51%)	1,810,863 (100%)										
Ards and North Down Borough Council	75,920 (48%)	80,752 (52%)	156,672(100%)										

Disability	<p>The 2011 Census (NISRA) showed that 20% of the population in Ards and North Down area had a health issue or disability (including those related to old age) which has lasted or expected to last at least 12 months. (This was similar to the Northern Ireland figure of 21%.)</p> <p>Disability Living Allowances, 2015</p>
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		2015 (Disability Living Allowance Recipients)	2015 (Multiple Disability Benefits) *MDB is aggregated data from Attendance Allowance, Disability Living Allowance, Incapacity Benefit and Severe Disablement Allowance data, and data for Employment and Support allowance
	Northern Ireland	209,280	251,490
	Ards and North Down Borough Council	13,840	18,080
	Ards Peninsula	2,920	n/a
	Bangor Central	2,250	n/a
	Bangor East and Donaghadee	1,740	n/a
	Bangor West	1,650	n/a
	Comber	1,270	n/a
	Holywood and Clandeboye	1,180	n/a
	Newtownards	2,840	n/a

[Northern Ireland Census 2011 Long-term health problem or disability by long-term problem or disability](#)

Dependents	<p>Summary: In considering this dimension the following have been included: persons with responsibility for the care of a child, children, a person with a disability and or an older person. According to the Continuous Household Survey, 2013-2016, 37% of Ards and North Down claimed to have a dependent (This did not differentiate on the type of dependent). According to the 2011 Census, 7,474 households in Ards and North Down had a dependent child under the age of 4 (This might give an indication on the numbers who would have buggies or prams).</p> <p>Sources: Continuous Household Survey</p>
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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 for all employees and all others irrespective of their dimensions affected by Council services or involved in their provision to have a formal procedure through which they may raise a concern in relation to Council business and the protections that they have a right to. The policy will be accessible to all and assistance will be
	Political Opinion	
	Racial Group	
	Age	
	Marital Status	
	Sexual orientation	

Men & Women generally	provided for any individual who due to any identified need will require support.
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 policy will be accessible to all and assistance will be provided for any individual who due to any identified need will require support. It also ensures all accessing the policy will not be discriminated against in relation to any of heir Section 75 dimensions.	None
	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 policy and its delivery will be made accessible to all. Assistance will be provided for any individual who due to any identified need by themselves or another individual on their behalf may require support.	
	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	None as it is accessible to all. Assistance will be provided for any individual who due to any identified need such as a language barrier or fear of intimidation due to their religious belief, political opinion and/or racial group.	
	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 policy is developed to ensure all individuals	

Political Opinion	have access to the policy free from any fear of intimidation.
Racial Group	

Additional Considerations

Multiple Identity Considerations	Details of Impact or potential impact (Positive/Negative)
<p>Are there any potential impacts of the policy decision on people with multiple identities? (e.g. disabled minority ethnic persons). Where appropriate provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.</p>	<p>This policy is for all employees and all others affected by Council services or involved in their provision and as such will impact on a breadth of multiple identities. This range of potential needs have been taken into consideration in policy development and appropriate support will be made available as required.</p>

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	<p>This policy ensures any individual with a disability will be able to access the policy with or without support, and where the whistleblowing may be about an individual or individuals with a disability</p>

Monitoring Arrangements

Section 75 places a requirement on the Council to have equality monitoring arrangements in place 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 to monitor the impact of this policy / decision on <u>equality, good relations and disability duties</u>	<p>Comments and complaints received. Number of times policy is enacted. Reasonable adjustments required for policy by individuals. Range of concerns raised through this policy.</p>
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I can confirm that the proposed policy / decision have been screened for:-

X	Equality of opportunity and good relations
X	Disabilities duties

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

<input checked="" type="checkbox"/>	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: Stephen Grieve
 Title: Head of Finance
 Date: 30 January 2020
 Signature:

Director/Head of Service decision approved by:

Name: Rosemary McCullough
 Title: Head of Human Resources
 Date: 30 January 2020
 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	
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Approval and Authorisation	Position/Job Title:	Date:
Screened by:	Head of Finance	30 January 2020
Approved by:	Head of Human Resources	30 January 2020

