

ARDS AND NORTH DOWN BOROUGH COUNCIL

Policy Screening Form

1.	Policy Reference (Equality use only)	E 85
2.	Policy Name	Ards and North Down Borough Council Draft Volunteer Policy
3.	Existing / Revised / New Policy	New policy
4.	Responsible Officer	Director of Community and Well Being
5.	Description of policy to be screened	Ards and North Down Borough Council are developing a Volunteer Policy to celebrate and recognise the contribution of volunteers to the Council, to life in the local community, and to ensure that where the council involves volunteers it is done in line with good practice. The policy will enable a culture within the council and wider community which embraces, supports and values volunteers and their contribution to service delivery.
	Aims and Expected Outcomes – what is the Policy expected to achieve?	This policy has been adopted to embed good volunteering practice and contribute to a consistent approach across the council. Through volunteers and the volunteering opportunity for individuals the council will: <ul style="list-style-type: none"> • Develop more engaged, empowered and integrated communities; • Foster an enriched community based on equality of opportunity, the desirability of good relations and reconciliation; • Increase pride in the Borough, and enhance our towns, villages and coastlines.
6.	Section 75 categories which might be expected to benefit and how they may benefit.	All Section 75 categories will be expected to benefit from this policy including volunteers, service managers and those receiving the assistance/experience of a volunteer.
7.	Factors which could contribute to / detract from the intended aims / outcomes of the Policy when being implemented	If the policy is not implemented as intended or if agreed funding is withdrawn that covers expenses for volunteers.

8.	The main stakeholders on which 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, Elected Members, employees, volunteers, potential volunteers, residents of the Borough, visitors to the Borough and Trade Unions. Volunteer Now, SERC and other organisations that provide volunteers or promote the value of volunteers.
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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 32 Ards and North Down Civic Awards E 38 Dignity at Work Policy and Procedure E 63 ANDBC Corporate Health and Safety Management Systems Policy E 66 Safeguarding policy for children, young people and adults who may be vulnerable E 67 Final Community Development Service Delivery	Ards and North Down Borough Council	

10.	Available evidence (quantitative and qualitative) considered as important to encourage completion in relation to :	
Religious Belief	Limited data available on Section 75 dimensions of volunteers currently with the Council or volunteers that have been with the Council. Ards and North Down Borough Council data that is available for the Electoral Ward areas providing a profile of residents. NISRA and NINIS Borough profile data on electoral ward areas and neighbouring electoral ward areas to Ards and North Down Borough Council from where volunteers may be recruited.	
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	Comparison of Section 75 data on employees in comparison to volunteers.	
Political Opinion		
Racial Group	Section 75 profile on volunteers and those applying for volunteering roles.	
Age		
Marital Status		
Sexual orientation	Comparison Section 75 data on Borough profile and neighbouring electoral areas from which volunteers are recruited.	
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	The role of volunteering will be open and accessible to all who wish to enquire or apply. Volunteering roles will be matched to ensure individuals who have a declared disability or a request for specific time constraints due to personal circumstances will be accommodated where this is operationally possible.	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	
	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	This policy will encourage applicants who are eligible to apply to consider volunteering opportunities.	
	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	
	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 apply to a broad range of multiple identity individuals as volunteers, potential volunteers and recipients of Council services.
	Where appropriate provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.	

	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 will be widely advertised in a range of formats and any individuals who declare a disability will be accommodated where possible both in the application process and in the matching of the individual to the role.

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 on all applicants will be collated and used to monitor applicants and those successful in becoming volunteers. Any adverse impact that is identified in the process or during the volunteering role will be addressed where possible.
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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:-

<input checked="" type="checkbox"/>	Equality of opportunity and good relations
<input checked="" type="checkbox"/>	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:-

<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:

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Screening assessment completed by:-

Name: Jan Nixey
 Title: Head of Community and Culture
 Date: 23 August 2016
 Signature:

Name: Graeme Bannister
 Title: Director of Community and Wellbeing
 Date: 23 August 2016
 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			
Screened by :	Position/Job Title:	Date:	
	Head of Community and Culture	23 August 2016	
Approved by:	Director of Community and Wellbeing	23 August 2016	