

ARDS AND NORTH DOWN BOROUGH COUNCIL

Policy Screening Form

1.	Policy Reference (Equality use only)	E 96
2.	Policy Name	Draft Smoking Free Policy
3.	Existing / Revised / New Policy	New policy
4.	Responsible Officer	Director of Organisational Development and Administration
5.	Description of policy to be screened	As part of the continuous review of health and safety the Council has considered the current evidence of the health risks associated with passive smoking, as well as the discomfort suffered by non-smokers exposed to tobacco smoke and smoke from electronic cigarettes, also known as e-cigarettes, e-cigs, vaporisers and vapes. Since Monday 30th April 2007 it has been an offence to smoke tobacco in any Council buildings and certain vehicles. From 1 April 2017 the Council will extend the prohibition on smoking in Council buildings and vehicles to include electronic cigarettes.
	Aims and Expected Outcomes – what is the Policy expected to achieve?	The aim of the smoke-free policy is to guarantee the right of non-smokers to breathe smoke-free air, whilst also taking into account the needs of those who smoke. The policy is not concerned with whether people smoke, but with where they smoke whilst at work and in public places.
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 to / detract from the intended aims / outcomes of the Policy when being implemented	If the policy is not supported consistently by management across the council to ensure it is implemented in all designated workplaces.
8.	The main stakeholders on whom the policy will impact. For example, Employees, Potential Service Users and Community Groups	The Council, Elected Members, employees, Borough residents, service users and visitors accessing council premises and facilities.

	Consider the internal and external impacts (either actual or potential) and comment, or list, information where appropriate	
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9.	Please provide details of other policies which have a bearing on this one.	
	Policies: E 09 Disciplinary Policy E 63 ANDBC Corporate Health and Safety Management Systems Policy	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 Political Opinion Racial Group Age Marital Status Sexual orientation Men & Women generally Disability Dependents	<p>The council do not maintain records of any employees or service users in relation to smoking.</p> <p>This policy is to ensure that any employees or service users that use this type of smoking will not be permitted to do so whilst on Council property or premises. It treats all users equitably irrespective of their Section 75 profile.</p>

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 Political Opinion Racial Group Age Marital Status Sexual orientation Men & Women generally Disability Dependents	All Section 75 dimensions are treated equitably in relation to the introduction and implementation of this policy.

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 Political Opinion Racial Group Age	This policy is introduced to improve the health and wellbeing of all staff, elected members and service users whilst in Council premises and facilities	None

	Marital Status	irrespective of any Section 75 dimensions.	
	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 will be introduced and implemented equitably across the council.	
	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 the policy is to improve the health and wellbeing of all staff and service users whilst in Council premises and facilities.	
	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 will be implemented with effect for all staff and service users.	
	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 be implemented equitably across the council irrespective of any individuals multiple identity.
	Where appropriate provide	

details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.	
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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 treats all service users equitably and the existence of the policy will be made widely available. It will also be made available in a range of formats for clarity where any need is identified.

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>	No Section 75 monitoring data will be collated in relation to this policy. However breaches of the policy and enquiries will be monitored to ensure it is equitably implemented across the council.
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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: Paul Hanley
 Title: Health and Safety Officer
 Date: 10 January 2017
 Signature:

Director/Head of Service decision approved by:

Name: Amanda Martin
 Title: Head of Administration
 Date: 10 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?	
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Monitoring Recommendation	
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Approval and Authorisation			
Screened by :	Position/Job Title:	Date:	
	Health and Safety Officer	10 January 2017	
Approved by:	Head of Administration	10 January 2017	