

ARDS AND NORTH DOWN BOROUGH COUNCIL SECTION 75 SCREENING REPORT

OCTOBER 2014 to JUNE 2015

**OUTCOME OF SCREENED POLICIES**

Policy Number	Policy	Aim of policy	Screening Outcome
E 1	Circus Animal Decision	To make clear the Council's position that, from 1st April 2015, circuses which use animals in a performing capacity will not be permitted to take place on land or premises owned or managed by the Council. Further, this decision will improve and promote the rights and welfare of circus animals.	No EQIA considered necessary
E 2	Pricing Schedule	The aim of the policy is to reconcile and harmonise the existing pricing policies of both Ards and North Down Borough Councils. Elements of the policy are expected to result in cost recovery for the Council in the delivery of its services.	No EQIA considered necessary
E 3	Leisure Services Pricing Policy	The policy seeks to harmonise the pricing policies of both Ards and North Down Borough Council's Leisure Services into a single document and provide consistency across Council as well as clarity for all users.	No EQIA considered necessary
E 4	Tourism Events Grant Policy	This policy will converge the Ards Borough Council and North Down Borough Council tourism event grant applications and allocation processes./	No EQIA considered necessary
E 5	Review and Harmonisation of	This policy reconciles and harmonises opening hours provision	No EQIA considered

	Waste Centre Opening Hours		necessary
E 6	Office Relocation Phase 1	This policy is expected to lay the foundation, and act as a framework, for the relocation of Council services throughout the new Council area.	No EQIA considered necessary
E 7	Licensing Policy	This policy is to provide clarity and consistency in processing licensing applications, as well as the monitoring and review arrangements. This policy aims to address variations in approach between the two legacy Council's whilst ensuring compliance with relevant legal duties.	No EQIA considered necessary
E 8	Regulatory Enforcement Policy	This policy details the Council's criteria for the application of enforcement actions during the exercising of the Council regulatory responsibilities. It aims to ensure fairness and proportionality in the exercise of the Council regulatory functions	No EQIA considered necessary
E 9	Disciplinary Policy	This policy provide clarity for employees, managers and Human Resources officers on the process which the Council will use to deal with conduct and disciplinary issues	No EQIA considered necessary
E 10	Dog Control Policy	This policy provides clarify on how the Council will fulfil its responsibilities under the statutes and detail the responsibilities and rights of residents and dog owners	No EQIA considered necessary
E 11	Grievance Policy	This policy provides clarity for employees, managers and Human Resources officers on the process which the Council will use to address employment related grievance issues	No EQIA considered necessary
E 12	Burial Rules	This policy harmonises the legacy Council rules and procedures and provides clarity for residents and employees	No EQIA considered necessary
E 13	Capability Policy	This policy is required to ensure that the Council has in place lawful, fair and effective arrangements so that each employee is treated in a consistent manner should the policy require to be invoked	No EQIA considered necessary
E 14	Sustainability and	This policy is to ensure the Council puts in place a procedure	No EQIA

	Environmental Policy	that demonstrates Council will carry out its responsibilities in a manner that minimises potential negative impact and demonstrates how sustainable development will be integrated across Council	considered necessary
E 15	Corporate Plan	This plan details the profile of the Borough, confirms the strategic role of Council, defines its mission, vision, core values as well as outlining the Council's strategic priorities and corporate objectives	No EQIA considered necessary
E 16	Good Relations Strategy and Action Plan	The purpose of the Good Relations Strategy is to meet the requirement from the Community Relations Unit (Office of the First Minister and Deputy First Minister) for participation in the Borough Council's Good Relations Programme. The Good Relations 2015-2018 Strategy and subsequent annual Action Plan have been developed to reflect, as far as is practical, the change in geographic boundaries. However, over the course of the three year implementation of the strategy, the annual Action Plan will be reviewed to reflect the emerging Good Relations priorities within the Borough.	No EQIA considered necessary
E 17	Community Development Grants	This policy identifies the aims and objectives which underpin community development practice that include: Organising and working together; Identifying community needs and aspirations; Influencing decisions which affect community life; Improving the quality of life in communities and society in general. The expected outcomes from the grant process are to assist communities in their development through meeting these aims and objectives	No EQIA considered necessary
E 18	Community Festival Funds Grants	Community Festivals are about participation, involvement, inclusion and the creation of a sense of identity and are important in contributing to the social well-being of a community. This policy sets out the general principles applying to ANDBC administration of the Community Festival Fund.	No EQIA considered necessary

E 19	PCSP Strategy	This strategy enables a planned approach to the development of an Ards and North Down PCSP and associated projects activities. It will facilitate the needs of the Borough and raise confidence in policing through the development and delivery of Ards and North Down PCSP Strategy 2015 – 2018 and the development and delivery of an Ards and North Down PCSP Action Plan for the period 2015 – 2017.	No EQIA considered necessary
E 20	Arts Grants	This policy provides clarity on the availability and access arrangements to the range of Arts grants that: improve access to the arts; promote and encourage artistic development and skills in the community; encourage participation in the arts; support wellbeing through creative activity and ensure quality arts experiences and best practice	No EQIA considered necessary
E 21	Cultural Expressions Policy	This policy provides detail of the support for a wide range of local events including family fun days where they are associated with community bonfires. Where bonfires are associated with these local events and festivals, Council support will be available where communities agree to core conditions which aim to minimise the adverse impact on the environment and on the community, will encourage family participation, reduce anti-social elements and explore the meaning of Protestant culture in more positive and productive ways.	No EQIA considered necessary
E 24	WW1 Commemorative Tree	To organise the planting of a WW1 commemorative tree within Castle Park that is appropriate to funding criteria and those it is to commemorate	No EQIA considered necessary
E 25	Whistle Blowing Policy	This policy is to encourage employees to feel confident in raising concerns and reassure them that they will be protected from reprisals or victimisation for raising concerns in good faith in accordance with this policy.	No EQIA considered necessary
E 26	Anti Fraud Bribery and Corruption	This policy confirms that the Council will not accept any level of fraud, bribery or corruption and is committed to creating an	No EQIA considered

	Policy	environment that: minimises the risk of fraud, bribery or corruption; promotes its early detection; safeguards whistle-blowers; and effectively investigates and recovers, where appropriate, any financial loss suffered.	necessary
E 27	Lands and Property Policy	This policy has been developed to ensure consistency across Council when dealing with all policies, practices and procedures relating to land and property that fall within the scope of his policy.	No EQIA considered necessary
E 28	Corporate Complaints policy and procedure	This policy is to enable the Council to effectively and consistently handle complaints and enquiries. This formal corporate complaints procedure provides clarity to officers and the public on the standards of the Council service and how to make a complaint. It also provides protection for the Council should any challenge be made by a customer or resident to the Ombudsman on how a complaint has been handled. The policy details the range of methods an individual may use in making a complaint.	No EQIA considered necessary
E 29	Freedom of the Borough	This policy is to give clarification to Council on the application of The Local Government (Transitional, Incidental, Consequential and Supplemental Provisions) Regulations (Northern Ireland) 2015 ("The Regulations") which states the conditions under which persons shall be admitted to the freedom of the borough. It specifies the criteria set by the Council for conferring the Freedom of the Borough Award and determines the maximum number of Freedoms of the Borough per Council term (except in exceptional circumstances).	No EQIA considered necessary
E 30	Hiring Agency Workers: Line Manager Guidelines	This policy provides guidance for Managers on the role of Agency Workers for short term periods of employee absences or for specific projects.	No EQIA considered necessary

E 31	Expression of Interest for Cultural Expression Implementation Programme	This policy demonstrates the Council's commitment to providing 'on the ground' support to groups who sign up to the core conditions detailed in the Cultural Expression Implementation Agreement. The EOI form provides details of the event and contact details and confirms that Good Relations Officers and Community Development Officers will be available to provide advice and support on all elements of the programme, including the claim process.	No EQIA considered necessary
E 32	Ards and North Down Civic Awards	To recognise individual members of the public from the Borough area who have made an exceptional contribution from within one of the six categories: Service In The Field Of Voluntary Community Work; Humanitarian Services; Young Person Of The Year Award; Women Of The Year Award; Service To The Arts And The Environment, and Mayor's Special Award This award will encourage Council to inform residents of their support for individuals within and beyond the Borough.	No EQIA considered necessary