

Screening Form - Equality

1. Is this a Policy
2. Name of Policy/Strategy/Plan/Public Service Appraisal Scheme for AND BC
3. Reference 297
4. Category of Policy/Strategy/Plan/Public Service New

5. Please provide a description of the Policy/Strategy/Plan/Public Service

An appraisal is a mutually beneficial 1 to 1 conversation (preferably face to face) that an employee has with their line manager annually with a 6 monthly review. It results in joint agreement on job related objectives, identifies learning and development needs and assists employees who want to progress their career.

6. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

A conversation on performance and development reflecting PRIDE Values and Behaviours to facilitate the achievement of objectives within both the Corporate Plan and related Service Plans. The appraisal leads naturally to the setting of annual objectives for each employee relevant to their role.

Line managers use a coaching approach (training is provided) to encourage self-reflection and assessment of what is done, namely objectives, activities and outcomes, and how it is done by way of values and behaviours. The emphasis is on the quality of the conversation and resulting outcomes.

7. Who initiated or wrote the Policy/Strategy/Plan/Public Service? Appraisal Working Group
8. Who is responsible for the implementation of the Policy/Strategy/Plan/Public Service? Head of HR and OD and OD Manager
9. Is this policy affected by timetables established by other relevant Public Authorities? No

Equality

1. Are there any Section 75 categories which might be expected to benefit from the intended policy?

Yes

1a. If Yes, which Section 75 categories are expected to benefit?

All

1b. How are they expected to benefit?

All approx 1000 employees will benefit from having an appraisal - all 9 categories will be impacted positively due to having this annual conversation with their line manager.

2. Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

No

3. Who are the internal/external stakeholders (actual or potential) that the policy will impact upon?

Staff, Service Users, Other Public Sector organisations, Voluntary/Community/Trade Unions, Potential Visitors

4. Is this policy associated with any other Council Policy (or Policies)?

Yes

4a. If yes, please state the related Policy (or Policies)

There is a direct link with the Learning and Development Strategy and the Learning, Training and Development Policy.

5. Does this policy affect Internal or External users?

Both

Evidence to help inform the Section 75 screening process may take many forms. Public authorities should ensure that their screening decision is informed by relevant data.

6. What evidence/information (both qualitative and quantitative) have you gathered to inform this policy?

All

Taking into account the information referred to above, what are the different needs, experiences and priorities for each of the following categories, in relation to the particular policy / decision?

8. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Religious belief?

None

9. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Political opinion?

None

10. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Racial group?

None

11. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Age?

None

12. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Marital status?

None

13. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Sexual orientation?

None

14. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Men and women generally?

None

15. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Disability?

None

16. What is the likely impact on equality of opportunity for those affected by this policy, in relation to Dependants?

None

17. Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories? If Yes, provide details. If No, provide reasons.

Religious belief

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Political opinion

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Racial group

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Age

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Marital Status

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Sexual orientation

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Men and women generally

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Disability

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

Dependants

No - the Appraisal Scheme is an annual, work-related conversation between a manager and their team member.

18. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion and/or racial group?

None

19. Are there opportunities to better promote good relations between people of different religious belief, political opinion and/or racial group?

No

Disability Discrimination Order (NI) 2006

20. Is there evidence to suggest that this policy would promote positive attitudes towards people with a disability?

No

21. Is there evidence to suggest that this policy would encourage the participation of people with a disability in public life?

No

Additional Considerations

22. Are there any potential impacts of the policy / decision (positive or negative) on people with multiple identities?

No

Monitoring Arrangements

23. Outline what data you could collect in the future to monitor the impact of this policy / decision on equality, good relations and disability duties

Monitoring data for all employees.

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

Screened Out - No negative impacts

26. Monitoring Recommendations

None

Conclusion

Internal and External Screening panel comments -
It was suggested that a general update be requested in relation to employees health and wellbeing eg. opportunity for any reasonable adjustments, this could be completed via a possible question added to form - Are there any barriers to the health and wellbeing of employee? Also making employee aware of the organisation's health and wellbeing strategy and services available to them.

Email:

enquiries@ardsandnorthdown.gov.uk

Screening Panel Comments

Appendix - Religious Belief

Religious belief (Internal)

* Small numbers removed as individuals could be identifiable

	Catholic	Protestant & other Christian	Other religions	Total
Males F/T	33	388	34	425
	8%	84%	8%	100%
Males P/T	*	*	*	8
	25%	63%	13%	100%
Females F/T	58	223	6	287
	20%	78%	2%	100%
Females P/T	12	20	5	35
	32%	54%	14%	100%
Total	105	606	46	757
	14%	80%	6%	100%

Religious belief (External)

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.

LGD	All usual residents	Catholic	Protestant & other Christian	Other religions	None
Northern Ireland	1,810,863	817,385	875,717	16,592	101,169
		-45.14%	-48.36%	-0.92%	-5.59%
Ards and North Down	156,672	20,550	117,589	1,729	16,804
		13%	75%	1%	11%

Appendix - Political Opinion

Political opinion (External)

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.

Political Party	Seats Held
Alliance	10
DUP	14
Green	3
Independants	3
SDLP	1
Sinn Féin	0
TUV	1
UUP	8

Appendix - Racial Group

Racial group (Internal)

* Small numbers removed as individuals could be identifiable

Racial Group	Total	Percentage
White	682	78.66%
Black	*	*
Chinese	*	*
Other	*	*
Did not want to answer	*	*
Left Black	176	20.30%

Racial group (External)

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 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.

Total Usual Residents	156,672
White	154,365
Chinese	406
Irish Traveller	0
Indian	283
Pakistani	0
Bangladeshi	177
Other Asian	415
Black Caribbean	0
Black African	139
Black Other	132
Mixed	556
Other	199

Appendix - Age

Age (Internal)

Age Profile	Female	Female %	Male	Male %
16 to 29	20	6%	26	65%
30 to 39	75	23%	83	19%
40 to 49	105	33%	121	27%
50 to 59	80	25%	176	39%
65+	42	13%	41	9%
Total	322	100%	447	100%

Age (External)

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.

Age Profile	Northern Ireland	Ards and North Down
0 to 15	385,200	29,801
16 to 39	583,116	43,239
40 to 64	591,481	54,094
65+	291,824	31,663
Total	1,851,621	158,797

Appendix - Marital Status

Marital Status (Internal)

* Small numbers removed as individuals could be identifiable

Marital Status	Total	Percentage
Single	180	20.76%
Married	405	46.71%
Divorced	35	4.04%
Co Habiting	14	1.61%
Separated	25	2.88%
Civil Partnership	*	*
Left Blank	207	23.88%

Marital Status (External)

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

Marital Status	Northern Ireland	Ards and North Down
All usual residents: Aged 16+ years	1,431,540	126,945
Single (never married or never registered a same-sex civil partnership): Aged 16+ years	517,393	36,730
	36.14%	29%
Married: Aged 16+ years	680,831	67,866
	47.56%	53%
In a registered same-sex civil partnership: Aged 16+ years	1243	123
	0.09%	0.09%
Separated (but still legally married or still legally in a same-sex civil partnership): Aged 16+ years	56,911	4,328
	3.98%	3%
Divorced or formerly in a same-sex civil partnership which is now legally dissolved:	78,074	8,548
	5.45%	7%
Widowed or surviving partner from a same-sex civil partnership: Aged 16+ years	97,088	9,350
	6.78%	7%

Appendix - Sexual Orientation

Sexual Orientation

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%).

Appendix - Men and Women Generally

Men and women generally (Internal)

Male	Female	Total
511	356	867
58.94%	41.06%	100%

Men and women generally (External)

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%).

LGD	Male	Female	Total
Northern Ireland	887,323	923,540	1,810,863
Ards and North Down	75,920	80,752	156,672

Appendix - Disability

Disability (External)

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%.)

LGD	All usual residents	Long-term health problems or disability: Day-to-day activities limited a lot	Long-term health problems or disability: Day-to-day activities limited a little	Long-term health problems or disability: Day-to-day activities not limited
Northern Ireland	1,810,863	215,232	159,414	1,436,217
Ards and North Down	156,672	16,696	14,808	187,141

Appendix - Dependants

Dependants (External)

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).

	All households	Dependent children in household: All ages	Dependent children in household: Aged 0-4 years
Northern Ireland	703,275	238,904	96,030
Ards and North Down	156,672	19,520	7,474