

Newry, Mourne and Down District Council Policy Screening Form

Policy Information

Name of the policy	Volunteer Policy
Is this an existing, revised or new policy?	This is a new policy
What is it trying to achieve (aims/outcomes)	<p>This policy has been developed to encourage and support volunteering with Newry Mourne and Down District Council (Council) and to provide guidance to ensure the interests of volunteers, staff and service users are met within our volunteering activities. The aim is to develop and promote best practice in the involvement and support of volunteers in the work of the Council.</p> <p>Specifically, the policy aims to:</p> <ul style="list-style-type: none"> • Encourage development of volunteering in all appropriate areas of the Council. • Recognise and promote the importance of volunteering to the Council. • To provide clear guidance to individuals, groups and corporate organisations considering volunteering opportunities with Council. • Identify standards to which Council staff and volunteers are expected to adhere.
Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how.	No.
Who initiated or wrote the policy?	Sonya Burns, Head of Programmes
Who owns and who implements the policy?	Sonya Burns, Head of Programmes

Implementation factors

	Yes	No
Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?	X	
If yes, are they Financial		X
If yes, are they Legislative	X	

If yes, and they are Other please specify:		
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Main stakeholders affected

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

	Yes	No
Staff	X	
Service users	X	
Other public sector organisations		
Voluntary/community/trade unions		
Other, please specify:	Volunteers	

Other policies with a bearing on this policy

<p>What are they and who owns them</p>	<p>The following, which is not an exhaustive list, are the principal related policies:</p> <ul style="list-style-type: none"> • Newry, Mourne and Down District Council Corporate Plan • Internet Acceptable Use Policy and all other IT and staff policies • Disciplinary Policies • Code of Conduct for Local Government Employees • Local Government Employee and Councillors Working Relationship Protocol • Safeguarding Policy • Domestic Abuse Policy • Bilingualism Policy • Newry, Mourne and Down District Council's Equality Scheme • Access to Information Policy and Procedure • Records Management Policy and Procedure • Retention and Disposal Schedule <p>This following is not an exhaustive list of the related legislative provisions and measures requiring regulatory and legal compliance:</p> <ul style="list-style-type: none"> • General Data Protection Regulation 2018 • The Data Protection Act (2018) • Freedom of Information Act 2000
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Available evidence

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for relevant Section 75 categories.

Section 75 Category	Details of needs/experiences/priorities																					
Religious belief	<table border="1" data-bbox="411 506 1386 779"> <thead> <tr> <th data-bbox="411 506 587 607">LGD</th> <th data-bbox="592 506 751 607">All usual residents</th> <th data-bbox="756 506 916 607">Catholic</th> <th data-bbox="920 506 1096 607">Protestant and other Christian</th> <th data-bbox="1101 506 1260 607">Other religions</th> <th data-bbox="1265 506 1386 607">None</th> </tr> </thead> <tbody> <tr> <td data-bbox="411 613 587 680">Northern Ireland</td> <td data-bbox="592 613 751 680">1,810,863</td> <td data-bbox="756 613 916 680">817,385 (45.14%)</td> <td data-bbox="920 613 1096 680">875,717 (48.36%)</td> <td data-bbox="1101 613 1260 680">16,592 (0.9%)</td> <td data-bbox="1265 613 1386 680">101,169 (5.59%)</td> </tr> <tr> <td data-bbox="411 687 587 779">Newry, Mourne & Down</td> <td data-bbox="592 687 751 779">171533</td> <td data-bbox="756 687 916 779">113200 (65.99%)</td> <td data-bbox="920 687 1096 779">34718 (20.34%)</td> <td data-bbox="1101 687 1260 779">752 (0.43%)</td> <td data-bbox="1265 687 1386 779">10229 (5.96%)</td> </tr> </tbody> </table> <p data-bbox="411 786 794 815">(Source: Census Data 2011).</p>	LGD	All usual residents	Catholic	Protestant and other Christian	Other religions	None	Northern Ireland	1,810,863	817,385 (45.14%)	875,717 (48.36%)	16,592 (0.9%)	101,169 (5.59%)	Newry, Mourne & Down	171533	113200 (65.99%)	34718 (20.34%)	752 (0.43%)	10229 (5.96%)			
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Political opinion	<p data-bbox="384 866 1398 934">Elected political party representation is an approximate barometer of political opinion of people within the Council area.</p> <p data-bbox="384 967 1294 996">The party breakdown of the Council's elected members is as follows:</p> <table data-bbox="384 1030 979 1234"> <tbody> <tr> <td data-bbox="384 1030 858 1059">Sinn Féin</td> <td data-bbox="858 1030 979 1059">16 seats</td> </tr> <tr> <td data-bbox="384 1066 858 1095">SDLP</td> <td data-bbox="858 1066 979 1095">11 seats</td> </tr> <tr> <td data-bbox="384 1102 858 1131">Democratic Unionist</td> <td data-bbox="858 1102 979 1131">3 seats</td> </tr> <tr> <td data-bbox="384 1137 858 1167">Independents</td> <td data-bbox="858 1137 979 1167">5 seats</td> </tr> <tr> <td data-bbox="384 1173 858 1202">Ulster Unionist</td> <td data-bbox="858 1173 979 1202">4 seats</td> </tr> <tr> <td data-bbox="384 1209 858 1238">Alliance</td> <td data-bbox="858 1209 979 1238">2 seat</td> </tr> </tbody> </table>	Sinn Féin	16 seats	SDLP	11 seats	Democratic Unionist	3 seats	Independents	5 seats	Ulster Unionist	4 seats	Alliance	2 seat									
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Racial group	<p data-bbox="384 1308 1398 1406">According to the 2011 Census, 1.8% (32,400) of the usually resident population of Northern Ireland belongs to minority ethnic groups; this is more than double the proportion in 2001 (0.8%).</p> <p data-bbox="384 1440 1339 1507">The minority ethnic language profile within the area serves as a possible indicator of the BME community profile.</p> <p data-bbox="384 1541 1398 1608">The composition of language groups in the Newry, Mourne and Down District Council area is noted by NISRA (2011) as follows:</p> <p data-bbox="384 1641 1386 1709">Minority Ethnic Language Profile of the Newry, Mourne and Down LGD Area</p> <table border="1" data-bbox="384 1715 1386 2024"> <thead> <tr> <th data-bbox="384 1715 858 1805">Main language of residents in Newry, Mourne and Down District LGD</th> <th data-bbox="858 1715 1086 1805">Number</th> <th data-bbox="1086 1715 1386 1805">Percentage %</th> </tr> </thead> <tbody> <tr> <td data-bbox="384 1812 858 1841">English</td> <td data-bbox="858 1812 1086 1841">156794</td> <td data-bbox="1086 1812 1386 1841">97.15</td> </tr> <tr> <td data-bbox="384 1848 858 1877">Polish</td> <td data-bbox="858 1848 1086 1877">2100</td> <td data-bbox="1086 1848 1386 1877">1.18</td> </tr> <tr> <td data-bbox="384 1883 858 1912">Lithuanian</td> <td data-bbox="858 1883 1086 1912">836</td> <td data-bbox="1086 1883 1386 1912">0.47</td> </tr> <tr> <td data-bbox="384 1919 858 1948">Irish</td> <td data-bbox="858 1919 1086 1948">367</td> <td data-bbox="1086 1919 1386 1948">0.24</td> </tr> <tr> <td data-bbox="384 1955 858 1984">Portuguese</td> <td data-bbox="858 1955 1086 1984">86</td> <td data-bbox="1086 1955 1386 1984">0.05</td> </tr> <tr> <td data-bbox="384 1991 858 2020">Slovak</td> <td data-bbox="858 1991 1086 2020">134</td> <td data-bbox="1086 1991 1386 2020">0.08</td> </tr> </tbody> </table>	Main language of residents in Newry, Mourne and Down District LGD	Number	Percentage %	English	156794	97.15	Polish	2100	1.18	Lithuanian	836	0.47	Irish	367	0.24	Portuguese	86	0.05	Slovak	134	0.08
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	Chinese	121	0.07
	Tagalog/Filipino	55	0.03
	Latvian	208	0.25
	Russian	109	0.06
	Malayalam	87	0.05
	Hungarian	74	0.04
	Other	755	0.46
Age	The age profile of the Newry, Mourne and Down LGD area at Census Day 2011 is as follows:		
	Age Profile	NI	Newry, Mourne & Down
	0-4	124382	12721
	5-7	67662	6876
	8-9	43625	4595
	10-14	119034	12287
	15	24620	2599
	16-17	51440	5260
	18-19	50181	4570
	20-24	126013	11570
	25-29	124099	11805
	30-34	373947	35122
	45-59	347850	32556
	60-64	94290	8624
	65-74	145600	12817
	75-84	86724	7453
	85-89	21165	1849
	90+	10231	829
Marital status	The table below illustrates the marital status profile of the Newry, Mourne and Down area:		
	Marital Status	Newry, Mourne and Down LGD	NI
	All usual residents: Aged 16+ years	132455	1431540
	Single (never married or never registered a same-sex civil partnership) Aged 16+ years	47722	517393 (35.14%)
	Married: Aged 16+ years	65255	680831 (47.56%)
	In a registered same-sex civil partnership: Aged 16+ years	102	1243 (0.09%)
	Separated (but still legally married or still legally in a same-sex civil partnership): Aged 16+ years	4697	56911 (3.98%)

	16+ years																		
	Divorced or formerly in a same-sex civil partnership which is now legally dissolved	6271	78074 (5.45%)																
	Widowed or surviving partner from a same-sex civil partnership: Aged 16+ years	8408	97088 (6.78%)																
Sexual orientation	<p>Analysis of the Census 2011 indicates that between 2% and 10% of the population may be lesbian, gay or bisexual.</p> <p>There are no official statistics in relation to the number of gay, lesbian or bisexual people in Northern Ireland. However, research conducted by the HM Treasury shows that between 5% - 7% of the UK population identify themselves as gay, lesbian, bisexual or 'trans' (transsexual, transgendered and transvestite) (LGBT). This is a sizeable proportion of the population here in Northern Ireland.</p>																		
Men and women generally	<p>The gender profile for the Newry, Mourne and Down LGD is as follows:</p> <table border="1"> <thead> <tr> <th>LGD</th> <th>Male</th> <th>Female</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>887323</td> <td>923540</td> </tr> <tr> <td>Newry, Mourne and Down LGD</td> <td>83866</td> <td>85345</td> </tr> </tbody> </table>			LGD	Male	Female	Northern Ireland	887323	923540	Newry, Mourne and Down LGD	83866	85345							
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Disability	<p>According to the 2011 Census 19.62% of people in the Newry, Mourne and Down District Council area have a long-term health problem or disability that limits their day-to-day activities;</p> <table border="1"> <thead> <tr> <th>LGD</th> <th>All usual residents</th> <th>Long-term health problem or disability: Day-to-day activities limited a lot</th> <th>Long-term health problem or disability: Day-to-day activities limited a little</th> <th>Long-term health problem or disability: Day-to-day activities not limited</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>1810863</td> <td>215232 (11.89%)</td> <td>159414 (8.8%)</td> <td>1436217 (79.31%)</td> </tr> <tr> <td>Newry, Mourne and Down</td> <td>171533</td> <td>19579 (11.4%)</td> <td>14102 (8.22%)</td> <td>135530 (79.01%)</td> </tr> </tbody> </table> <p>In Northern Ireland the profile of people with a disability is cited as follows:</p> <ul style="list-style-type: none"> • More than 1 in 5 or 21% of the population in Northern Ireland has a disability The incidence of disability is higher in Northern Ireland than any other part of the UK • 1 in 7 people in Northern Ireland have some form of hearing loss • 5,000 sign language users who use British Sign Language (BSL) and/or Irish Sign Language (ISL) 				LGD	All usual residents	Long-term health problem or disability: Day-to-day activities limited a lot	Long-term health problem or disability: Day-to-day activities limited a little	Long-term health problem or disability: Day-to-day activities not limited	Northern Ireland	1810863	215232 (11.89%)	159414 (8.8%)	1436217 (79.31%)	Newry, Mourne and Down	171533	19579 (11.4%)	14102 (8.22%)	135530 (79.01%)
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	<ul style="list-style-type: none"> • In Northern Ireland there are 57,000 blind people or people with significant visual impairment • 52,000 people with learning disabilities <p>(Source: Disability Action)</p>
Dependants	<p>Persons with dependents may be people who have personal responsibility for the care of a child (or children), a person with a disability, and / or a dependent older person.</p> <p>There are 61,998 households in Newry, Mourne and Down, 37.5% of which have dependents. With regard to these figures, dependents are defined as those aged 0-15 years or those aged 16-18 years who are in full-time education and living with their parents or grandparents. Similar to the regional trend, the proportion of households with dependents in the District has declined from 50% in 1981 to 37.5% in 2011.</p> <p>There are 5,466 lone parent households with dependent children in Newry, Mourne and Down which equates to almost 9% of number of total households in the District and is the fourth highest in Northern Ireland, after Belfast (17,036), Derry and Strabane (6,337) and Armagh, Banbridge and Craigavon (6,337). Half of the parents in lone parent household in Newry, Mourne and Down are unemployed, almost a quarter are in full time employment and over a quarter are in part time employment. 89% of the parents in lone parent households are female compared to 11% who are male.</p> <p>In 2012, the teenage conception rate was 1.02 per 1,000 mothers, which is the third lowest in N.Ireland before Lisburn and Castlereagh and Fermanagh and Omagh.</p>

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories

Section 75 Category	Details of needs/experiences/priorities
Religious belief	No needs, experiences and priorities have been identified.
Political opinion	No needs, experiences and priorities have been identified.
Racial group	Volunteers for whom English is not their primary language may require additional support.
Age	No specific needs, experiences and priorities have been identified.
Marital status	No needs, experiences and priorities have been identified.
Sexual orientation	No needs, experiences and priorities have been identified.
Men and women generally	No needs, experiences and priorities have been identified.
Disability	Council must consider reasonable adjustments for volunteers with disabilities.
Dependants	No needs, experiences and priorities have been identified.

Screening Questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 grounds?

Section 75 category	Details of policy impact	Level of impact? Major/minor/none
Religious belief		None
Political opinion		None
Racial group		None
Age		None
Marital status		None
Sexual orientation		None
Men and women generally		None
Disability	Volunteering opportunities for people with disability is a positive action in relation to Council's disability statutory duties to promote positive attitudes towards disabled people; and	Major - positive

	encouraging participation by disabled people in public life.	
Dependants		None

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

Section 75 category	If Yes, provide details	If No, provide details
Religious belief		<p>No</p> <p>As stated previously, this policy has been developed to encourage and support volunteering with Newry Mourne and Down District Council (Council) and to provide guidance to ensure the interests of volunteers, staff and service users are met within our volunteering activities. The aim is to develop and promote best practice in the involvement and support of volunteers in the work of the Council.</p> <p>Specifically, the policy aims to:</p> <ul style="list-style-type: none"> • Encourage development of volunteering in all appropriate areas of the Council. • Recognise and promote the importance of volunteering to the Council. • To provide clear guidance to individuals, groups and corporate organisations considering volunteering opportunities with Council. • Identify standards to which Council staff and volunteers are expected to adhere.
Political opinion		
Racial group		
Age		
Marital status		
Sexual orientation		
Men and women generally		
Disability		
Dependants		

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

Good relations category	Details of policy impact	Level of impact? Major/minor/none
Religious belief		None
Political opinion		None
Racial group		None

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

Good relations category	If Yes, provide	If No, provide details
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	details	
Religious belief		No
Political opinion		
Racial group		

Additional considerations

Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities? (For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people).

None

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

Screening Decision

In light of your answers to the previous questions, do you feel that the policy should (please underline one):

1. **Not be subject to an EQIA (with no mitigating measures required)**
2. Not be subject to an EQIA (with mitigating measures /alternative policies)
3. Not be subject to an EQIA at this time
4. Be subject to an EQIA

If 1. or 2. (i.e. not be subject to an EQIA), please provide details of the reasons why:

It is recommended the Council's Volunteer Policy not be subject to an EQIA (with no mitigating measures required).

AS stated, the policy has been developed to encourage and support volunteering with Newry Mourne and Down District Council (Council) and to provide guidance to ensure the interests of volunteers, staff and service users are met within our volunteering activities.

While the primary aim is to develop and promote best practice in the involvement and support of volunteers in the work of the Council, the policy and associated volunteer agreement / procedure also address specific policy aims to:

- Encourage development of volunteering in all appropriate areas of the Council.
- Recognise and promote the importance of volunteering to the Council.
- To provide clear guidance to individuals, groups and corporate organisations considering volunteering opportunities with Council.
- Identify standards to which Council staff and volunteers are expected to adhere.

If 2. (i.e. not be subject to an EQIA), in what ways can identified adverse impacts attaching to the policy be mitigated or an alternative policy be introduced?

In light of these revisions, is there a need to re-screen the revised/alternative policy? Yes / No. If No, please explain why

If 3. or 4. (i.e. to conduct an EQIA), please provide details of the reasons:

Timetabling and prioritising EQIA

If 3. or 4, is the policy affected by timetables established by other relevant public authorities? NO

If YES, please provide details:

Please answer the following questions to determine priority for timetabling the EQIA. On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for EQIA.

Priority criterion	Rating (1-3)
Effect on equality of opportunity and good relations	
Social need	
Effect on people's daily lives	
Relevance to a public authority's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for EQIA. This list of priorities will assist you in timetabling the EQIA. Details of your EQIA timetable should be included in the quarterly Section 75 report.

Proposed date for commencing EQIA: _____

Monitoring

Effective monitoring will help identify any future adverse impacts arising from the policy which may lead you to conduct an EQIA, as well as help with future planning and policy development.

Please detail proposed monitoring arrangements below:

Council will continue monitor the policy and will review in 4 years or in light of legislative changes and requirements.

A Volunteer Agreement / Procedure has been developed to implement the practical outworking of the policy.

Approval and Authorisation

Screened by:	Position/Job Title	Date
Sonya Burns	Head of Programmes	26 January 2021
Approved by:		
Colin Moffett	Head of Corporate Policy	26 January 2021

Note: The completed policy screening template, signed off by the appropriate policy lead within the Council, and approved by the senior manager responsible for the policy, should be forwarded to the Equality Officer who will arrange for it to be included in the Council's Quarterly Report on Screening and made available on the Council's website.