

## Section 75 Policy Screening Form

### Part 1. Policy scoping

The first stage of the screening process involves scoping the policy under consideration. The purpose of policy scoping is to help prepare the background and context and set out the aims and objectives for the policy being screened. At this stage, scoping the policy will help identify potential constraints as well as opportunities and will help the policy maker work through the screening process on a step by step basis.

Public authorities should remember that the Section 75 statutory duties apply to internal policies (relating to people who work for the authority), as well as external policies (relating to those who are, or could be, served by the authority).

### Information about the policy

Name of the policy- Corporate Social Responsibility Strategy

Is this an existing, revised or a new policy? New policy

What is it trying to achieve? (intended aims/outcomes)

Invest NI aims to create a positive workplace making a commitment through CSR practices to the development of our staff, higher environmental practices and the community in which we operate.

The CSR Strategy concentrates on three main areas:

#### **People**

Invest NI wishes to become an employer of choice through the support and development of our employees. CSR initiatives such as the Project Bank and Volunteering policy help staff gain wider experience and augment their skills. We will also focus on activities to support the health and wellbeing of our employees.

#### **Planet**

We intend to become an exemplar in environmental practices, rolling out green initiatives across the organisation.

**Place**

We want to help strengthen the Northern Ireland economy by encouraging entrepreneurship, innovation and industry leadership within the wider community of Northern Ireland. We will work with schools to promote these practices, partner with Business in the Community, Young Enterprise NI and SENTINUS where our staff can volunteer in schools, and we will focus our fundraising activity, ensuring that Invest NI gives back.

The CSR Strategy sets out how the organisation develops, incorporates and delivers a CSR Action Plan involving a series of actions and activities around the three themes of People, Planet and Place.

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

If so, explain how.

The CSR Strategy will benefit all sections of the Community.

Who initiated or wrote the policy?

Invest NI

Who owns and who implements the policy?

Invest NI owns and implements the policy.

**Implementation**

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

**No**

If yes, are they

financial

legislative

other, please specify \_\_\_\_\_

## Main stakeholders affected

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

- staff
- service users
- other public sector organisations
- voluntary/community/trade unions
- other, please specify – charities, schools, youth organisations and members of the public

## Other policies with a bearing on this policy

- what are they? Human Resources Policies in terms of staff development .
  
- who owns them ?Invest NI

## Available evidence

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

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

By interacting with organisations such as Business In the Community and through regular internal staff survey feedback, Invest NI understands that a CSR agenda is an effective way of ensuring that social and environmental concerns are integrated into its everyday operations. The CSR strategy guides the organisation and employees in a structured way ensuring that all CSR activity is aligned to Invest NI's core business and addresses issues primarily related to economic development. The CSR strategy is not a stand-alone document but will form an integral part of Invest NI's business strategy incorporated into the organisation's Corporate Plan. Developing a strategy for CSR has helped Invest NI to focus its priorities, show how it communicates them to stakeholders, measures the impact of activities and reports on progress to all interested parties.

<b>Section 75 category</b>	<b>Details of evidence/information</b>
Religious belief	The implementation of a CSR Strategy for Invest NI will be a positive influence on all of the nine categories as the implementation of such a strategy will lead to a more cohesive approach to working with community wide organisations. CSR also produces a set of values which will ultimately lead to a more cohesive society and the transition to a more sustainable economic system for everyone. Through Invest NI's internal change programme "Transform", regular feedback from staff satisfaction surveys and working in partnership with a wide range of local partners and businesses, Invest NI understands that the implementation of a CSR Strategy will not only promote greater environmental responsibility but a more engaged and positive workforce.
Political opinion	As above
Racial group	As above
Age	As above

Marital status	As above
Sexual orientation	As above
Men and women generally	As above
Disability	Invest NI recognises that people with disabilities may experience difficulties with accessing electronic media. We have therefore committed to ensuring that hard copies of our documents are available on request.
Dependants	As above

### **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

<b>Section 75 category</b>	<b>Details of needs/experiences/priorities</b>
Religious belief	The implementation of a CSR Strategy allows Invest NI staff to interact more effectively with local organisations and offer skills and experience to same. All organisations irrespective of their location or make-up have similar issues with respect to developing and growing more sustainably.
Political opinion	As above

Racial group	As above
Age	As above
Marital status	As above
Sexual orientation	As above
Men and women generally	As above
Disability	Invest NI recognises that people with disabilities may experience difficulties with accessing electronic media. We have therefore committed to ensuring that hard copies of our documents are available on request.
Dependants	The implementation of a CSR Strategy allows Invest NI staff to more effectively interact with local organisations and offer skills and experience to same. All organisations irrespective of their location or make-up have similar issues with respect to developing and growing more sustainably.

## Part 2. Screening questions

### Introduction

In making a decision as to whether or not there is a need to carry out an equality impact assessment, the public authority should consider its answers to the questions 1-4 which are given on pages 66-68 of this Guide.

If the public authority's conclusion is **none** in respect of all of the Section 75 equality of opportunity and/or good relations categories, then the public

authority may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity or good relations, a public authority should give details of the reasons for the decision taken.

If the public authority's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity and/or good relations categories, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the public authority's conclusion is **minor** in respect of one or more of the Section 75 equality categories and/or good relations categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity and/or good relations.

#### **In favour of a 'major' impact**

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

#### **In favour of 'minor' impact**

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;

- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

**In favour of none**

- a) The policy has no relevance to equality of opportunity or good relations.
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Taking into account the evidence presented above, consider and comment on the likely impact on equality of opportunity and good relations for those affected by this policy, in any way, for each of the equality and good relations categories, by applying the screening questions given overleaf and indicate the level of impact on the group i.e. minor, major or none.

**Screening questions**

1 What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? minor/major/none		
Section 75 category	Details of policy impact	Level of impact? minor/major/none
Religious belief	The CSR Strategy is likely to have a positive effect on all of the categories as it involves Invest NI working with a wide range of local partners throughout Northern Ireland, including charities, schools and not for profit organisations.	Minor

Political opinion	As above	Minor
Racial group	As above	Minor
Age	As above	Minor
Marital status	As above	Minor
Sexual orientation	As above	Minor
Men and women generally	As above	Minor
Disability	Invest NI recognises that people with disabilities may experience difficulties with accessing electronic media. We have therefore committed to ensuring that hard copies of our documents are available on request.	Minor
Dependants	The CSR Strategy is likely to have a positive effect on all of the categories as it involves Invest NI working with a wide range of local partners throughout Northern Ireland including charities, schools and not for profit organisations.	Minor

<b>2 Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?</b>		
<b>Section 75 category</b>	<b>If Yes, provide details</b>	<b>If No, provide reasons</b>
<b>Religious belief</b>	The CSR Strategy is likely to positively promote equality of opportunity in all of the categories as it involves Invest NI working with a wide range of local partners irrespective of geographical area, religious, political, racial or any other affiliations.	
<b>Political opinion</b>	As above	
<b>Racial group</b>	As above	
<b>Age</b>	As above	
<b>Marital status</b>	As above	
<b>Sexual orientation</b>	As above	
<b>Men and women generally</b>	As above	
<b>Disability</b>	Invest NI recognises that people with disabilities may	

	<p>experience difficulties with accessing electronic media. We have therefore committed to ensuring that hard copies of our documents are available on request.</p>	
<p>Dependants</p>	<p>The CSR Strategy is likely to positively promote equality of opportunity in all of the categories as it involves Invest NI working with a wide range of local partners irrespective of geographical area, religious, political, racial or any other affiliations.</p>	

<b>3 To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? minor/major/none</b>		
<b>Good relations category</b>	<b>Details of policy impact</b>	<b>Level of impact minor/major/none</b>
<b>Religious belief</b>	Through CSR Invest NI will endeavour to work with as many types of local partners, schools and charities as possible. It is therefore hoped that good relations will improve and Invest NI will seek to use its CSR engagements to work with different sections of the community.	
<b>Political opinion</b>	As above	
<b>Racial group</b>	As above	

<b>4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</b>		
<b>Good relations category</b>	<b>If Yes, provide details</b>	<b>If No, provide reasons</b>
<b>Religious belief</b>	Through CSR Invest NI will endeavour to work with as many types of local partners, schools and charities as possible. It is therefore hoped that good relations will improve	

	and Invest NI will seek to use its CSR engagements to work with different sections of the community.	
Political opinion	See above	
Racial group	See above	

## **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).*

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

**N/A**

### **Part 3. Screening decision**

If the decision is not to conduct an equality impact assessment, please provide details of the reasons.

An EQIA is not necessary at this time particularly as the CSR policy will be likely to have a positive impact on all of the Section 75 categories and is applicable to all. We do however commit to reviewing our interactions and their outcomes on a regular basis.

If the decision is not to conduct an equality impact assessment the public authority should consider if the policy should be mitigated or an alternative policy be introduced.

If the decision is to subject the policy to an equality impact assessment, please provide details of the reasons.

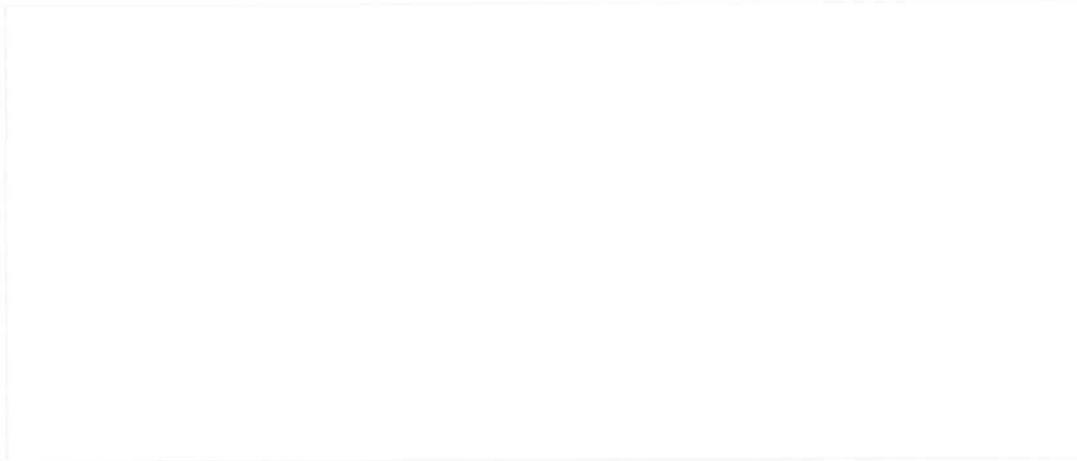
All public authorities' equality schemes must state the authority's arrangements for assessing and consulting on the likely impact of policies adopted or proposed to be adopted by the authority on the promotion of equality of opportunity. The Commission recommends screening and equality impact assessment as the tools to be utilised for such assessments. Further advice on equality impact assessment may be found in a separate Commission publication: Practical Guidance on Equality Impact Assessment.

### **Mitigation**

When the public authority concludes that the likely impact is 'minor' and an equality impact assessment is not to be conducted, the public authority may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity and/or good relations?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy.



### **Timetabling and prioritising**

Factors to be considered in timetabling and prioritising policies for equality impact assessment.

If the policy has been ‘**screened in**’ for equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.

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 equality impact assessment.

<b>Priority criterion</b>	<b>Rating (1-3)</b>
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 equality impact assessment. This list of priorities will assist the public authority in timetabling. Details of the Public Authority’s Equality Impact Assessment Timetable should be included in the quarterly Screening Report.

Is the policy affected by timetables established by other relevant public authorities?

If yes, please provide details

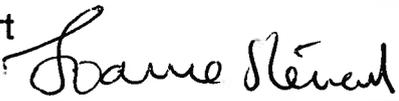
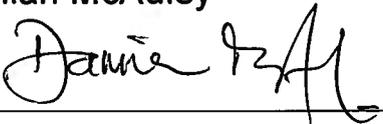
## Part 4. Monitoring

Public authorities should consider the guidance contained in the Commission's Monitoring Guidance for Use by Public Authorities (July 2007).

The Commission recommends that where the policy has been amended or an alternative policy introduced, the public authority should monitor more broadly than for adverse impact (See Benefits, P.9-10, paras 2.13 – 2.20 of the Monitoring Guidance).

Effective monitoring will help the public authority identify any future adverse impact arising from the policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and policy development.

## Part 5 - Approval and authorisation

<b>Screened by:</b>	<b>Position/Job Title</b>	<b>Date</b>
Joanne Stewart 	CSR	22 March 2012
<b>Approved by:</b>	<b>Position/Job Title</b>	<b>Date</b>
Damian McAuley 	Director of Strategic Management & Planning Division	27 March 2012

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the public authority's website as soon as possible following completion and made available on request.