

**Fermanagh and Omagh District Council's Screening of Policies  
in accordance with Section 75 of the Northern Ireland Act 1998**

Policy	Policy Aim	Brief Description	Screening outcome (including any mitigation or alternative policies considered)
<b>Domestic Violence (Workplace) Policy</b>	The aim of this Policy is to ensure that victims of domestic violence, who raise the issue in the workplace, are treated promptly, sensitively and with regard for personal safety and confidentiality.	To ensure that victims of domestic violence are supported by the Council, by: <ul style="list-style-type: none"> <li>• Publishing, maintaining and posting information (or resources) which may be of benefit to victims.</li> <li>• Making support available, through Line Managers, the Human Resources section or other service i.e. Counselling.</li> <li>• Providing access to information and support (for both victims and perpetrators).</li> <li>• Raising awareness amongst Line Managers, ensuring they are ready to respond to any requests or concerns.</li> </ul>	Screened out without mitigation.
<b>Volunteer Policy</b>	The Volunteer Policy, and its associated procedures, aims to embed good volunteering practice across the Council as well as ensuring that there is consistent application of volunteering across the Council.	This Policy celebrates and recognises the contribution of volunteers to life in the local community and to ensure that where the Council involves any volunteers, it is done in line with good practice.	Screened out without mitigation.
<b>Wellbeing Risk Assessment Policy</b>	Aims outlined in the Policy include: <ul style="list-style-type: none"> <li>• To promote a culture which embraces good communication and employee involvement.</li> </ul>	The Council is aware that some duties within the organisation are unavoidably and inherently stressful and accepts its duty to ensure, as far as is reasonably practicable, that staff are protected from and trained to	Screened out without mitigation.



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	<ul style="list-style-type: none"><li>• To identify workplace stressors and conduct risk assessments to control risks from stress.</li><li>• To provide information and training for managers, enabling them to identify and pursue organisational and work practices conducive to positive health and wellbeing.</li><li>• To provide appropriate information and/or training for staff, allowing them to change and identify issues which may lead to occupational stress and increase management skills.</li><li>• To increase awareness and understanding of the causes of stress and the need to deal with the causes as well as symptoms.</li><li>• To offer appropriate services such as confidential counselling and information to those in need of support.</li><li>• To foster a supportive environment for those returning to work after a period of mental ill health.</li></ul>	<p>manage stressful situations.</p> <p>The Council endeavours to provide a caring environment for all employees, ensuring that staff are supported by appropriate information, professional services and advice.</p>	
<b>Mobile Telephone and Data Device Policy for Staff</b>	The aim of the Policy is to: ensure that staff use Council provided mobile phones sensibly, and act professionally when using the equipment.	The Policy outlines the administration of Council mobile phones and data devices, ensuring their safe and effective use by Council staff.	Screened out without mitigation.
<b>Career Break Policy</b>	The purpose of this policy is to provide a fair, equitable and consistent framework for career	The objective of the scheme is to facilitate employees who wish to take a career break.	Screened out without mitigation.

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	breaks requested by Council employees as well as ensuring that it is an open and transparent procedure.	A career break may be allowed for the purposes of e.g. further education, special domestic responsibilities when family or a dependant would require special attention, starting a business or maintaining a family business, travel abroad or temporary work outside of Northern Ireland. The career break is for a minimum period of six months up to one year; a maximum of one extension of up to two years may be agreed.	
<b>Procurement Policy</b>	<p>The aim of the Policy is to support the Council's commitment to direct and govern the way in which it does business (undertake procurement activities) in a consistent manner which makes the best use of available resources whilst achieving value for money and constantly seeking continuous improvement.</p> <p>It also provides opportunity for further development and will enable the Council to respond to the changing public sector procurement environment and legislative requirements.</p>	To provide a high-level statement about how the Council will manage procurement and the principles it follows. The policy will be supported by detailed procurement procedures.	Screened out without mitigation.

For more information, or for copies of a Screening Matrix for any of the Policies outlined above, please contact Finbar Maguire via telephone on 0300 303 1777 ext. 21178 or via email at [finbar.maguire@fermanaghomagh.com](mailto:finbar.maguire@fermanaghomagh.com)

**Consultation Response Questionnaire contained overleaf**



## Consultation Response Questionnaire

Please outline any views or issues you have on any of the policies which have been screened by Fermanagh and Omagh District Council in accordance with Section 75 of the Northern Ireland Act 1998:

## Responding

You can submit a response, or comments, via several methods including:

- Via email to: [finbar.maguire@fermanaghomagh.com](mailto:finbar.maguire@fermanaghomagh.com)
- Via traditional post to: 'FAO: Finbar Maguire, Policy and Strategic Services, Fermanagh and Omagh District Council, Townhall, 2 Townhall Street, Enniskillen, County Fermanagh. BT74 7BA'.

Alternatively, we are happy to receive feedback via telephone: 0300 303 1777 or textphone: 028 8225 6216.



## Information About You.

To help ensure that our consultations are reflecting the views of the community, please fill in the information below. Although we will use this statistical information in our analysis of the consultation response, it will not be linked to your personal details.

Please complete Section 1 if you are responding as an individual. Go to Section 2 if responding on behalf of an organisation

### Section One (If you are responding as an individual only)

#### 1. Religious Belief

Do you have a religious belief? Yes  No  (Go to Q2)

If Yes are you,

- |                   |                          |           |                          |                |                          |
|-------------------|--------------------------|-----------|--------------------------|----------------|--------------------------|
| Bahai             | <input type="checkbox"/> | Hindu     | <input type="checkbox"/> | Presbyterian   | <input type="checkbox"/> |
| Baptist           | <input type="checkbox"/> | Jewish    | <input type="checkbox"/> | Roman Catholic | <input type="checkbox"/> |
| Buddhist          | <input type="checkbox"/> | Methodist | <input type="checkbox"/> | Sikh           | <input type="checkbox"/> |
| Church of Ireland | <input type="checkbox"/> | Muslim    | <input type="checkbox"/> | Other          | <input type="checkbox"/> |

#### 2. Political Opinion

How would you describe your political opinion?

Unionist generally  Nationalist generally  Other

#### 3. Racial Group

To which of these Racial Groups do you consider you belong?

- |                 |                          |                    |                          |           |                          |
|-----------------|--------------------------|--------------------|--------------------------|-----------|--------------------------|
| Bangladeshi     | <input type="checkbox"/> | Chinese            | <input type="checkbox"/> | Pakistani | <input type="checkbox"/> |
| Black African   | <input type="checkbox"/> | Indian             | <input type="checkbox"/> | White     | <input type="checkbox"/> |
| Black Caribbean | <input type="checkbox"/> | Irish Traveller    | <input type="checkbox"/> | Other     | <input type="checkbox"/> |
| Black (Other)   | <input type="checkbox"/> | Mixed Ethnic Group | <input type="checkbox"/> |           |                          |



#### 4. Age

0-15  16-29  30-44  45-59  60-74  75+

#### 5. Marital Status

Civil Partnership  Co-habiting  Married  Divorced   
Separated  Single  Widowed

#### 6. Sexual Orientation

How would you describe your sexual orientation?

Heterosexual  Homosexual (Gay or Lesbian)  Bi-sexual

#### 7. Gender

Female  Male  Trans-gendered

#### 8. Disability

**Under the Disability Discrimination Act 1995, a disabled person is defined as a person with “a physical or mental impairment which has a substantial and long-term effect on his/her ability to carry out normal day to day activities”.**

Do you consider that you meet this definition of disability? Yes  No

If yes, please state the type of disability,

Visual Impairment  Communication Difficulty   
Learning Difficulty  Hearing Impairment   
Multiple Impairment  Mobility Impairment   
Learning Difficulty

#### 9. Dependants

We are asking you to tell us something about your caring responsibilities. By that we mean looking after a child, whether as a parent, guardian or foster parent, or helping an adult carry out their daily routine. This might mean providing assistance to an adult relative or friend who is disabled or has a long-term illness.

I look after children  I help an adult with their daily routine

**Please indicate how often you undertake these responsibilities:**  
Daily  Frequently  Occasionally



**Section Two (If you are responding on behalf of an organisation only)**

**1. Persons of Differing Religious Belief:** Yes  No

If Yes, will the focus be on all , or any of the following?

- |                   |                          |         |                          |          |                          |
|-------------------|--------------------------|---------|--------------------------|----------|--------------------------|
| Roman Catholic    | <input type="checkbox"/> | Baptist | <input type="checkbox"/> | Buddhist | <input type="checkbox"/> |
| Presbyterian      | <input type="checkbox"/> | Muslim  | <input type="checkbox"/> | Sikh     | <input type="checkbox"/> |
| Church of Ireland | <input type="checkbox"/> | Hindu   | <input type="checkbox"/> | Baha'i   | <input type="checkbox"/> |
| Methodist         | <input type="checkbox"/> | Jewish  | <input type="checkbox"/> | Other    | <input type="checkbox"/> |

**2. Persons of Differing Political Opinion:** Yes  No

If Yes, will the focus be on all , or any of the following?

- |             |                          |          |                          |       |                          |
|-------------|--------------------------|----------|--------------------------|-------|--------------------------|
| Nationalist | <input type="checkbox"/> | Unionist | <input type="checkbox"/> | Other | <input type="checkbox"/> |
|-------------|--------------------------|----------|--------------------------|-------|--------------------------|

**3. Persons of Different Racial Groups:** Yes  No

If Yes, will the focus be on all , or any of the following?

- |                 |                          |                 |                          |                    |                          |
|-----------------|--------------------------|-----------------|--------------------------|--------------------|--------------------------|
| White           | <input type="checkbox"/> | Black (Other)   | <input type="checkbox"/> | Mixed ethnic group | <input type="checkbox"/> |
| Bangladeshi     | <input type="checkbox"/> | Chinese         | <input type="checkbox"/> | Pakistani          | <input type="checkbox"/> |
| Black African   | <input type="checkbox"/> | Indian          | <input type="checkbox"/> | Other              | <input type="checkbox"/> |
| Black Caribbean | <input type="checkbox"/> | Irish Traveller | <input type="checkbox"/> |                    |                          |

**Persons of Different Age:** Yes  No

If Yes, will the focus be on all , or any of the following?

- |      |                          |       |                          |       |                          |       |                          |       |                          |     |                          |
|------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-----|--------------------------|
| 0-15 | <input type="checkbox"/> | 16-29 | <input type="checkbox"/> | 30-44 | <input type="checkbox"/> | 45-59 | <input type="checkbox"/> | 60-74 | <input type="checkbox"/> | 75+ | <input type="checkbox"/> |
|------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-----|--------------------------|

**4. Persons of Different Marital Status:** Yes  No

If Yes, will the focus be on all , or any of the following?

- |                        |                          |             |                          |                   |                          |
|------------------------|--------------------------|-------------|--------------------------|-------------------|--------------------------|
| Single (Never married) | <input type="checkbox"/> | Divorced    | <input type="checkbox"/> | Civil Partnership | <input type="checkbox"/> |
| Married                | <input type="checkbox"/> | Widowed     | <input type="checkbox"/> |                   |                          |
| Separated              | <input type="checkbox"/> | Co-habiting | <input type="checkbox"/> |                   |                          |

**5. Persons of Different Sexual Orientation:** Yes  No

If Yes, will the focus be on all , or any of the following?

- |              |                          |                             |                          |
|--------------|--------------------------|-----------------------------|--------------------------|
| Heterosexual | <input type="checkbox"/> | Gay or Lesbian (Homosexual) | <input type="checkbox"/> |
| Bi-sexual    | <input type="checkbox"/> |                             |                          |



**7. Persons of Different Gender:** Yes  No

If Yes, will the focus be on all , or any of the following?

Male  Female  Transgendered People

**8. Persons with a Disability:** Yes  No

**Under the Disability Discrimination Act 1995, a disabled person is defined as a person with “a physical or mental impairment which has a substantial and long-term effect on his/her ability to carry out normal day to day activities”.**

If Yes, will the focus be on all , or any of the following?

Visual Impairment  Communication Difficulty  Learning Difficulty

Hearing Impairment  Multiple Impairment  Mobility Impairment

Other

**9. Persons with Dependants:** Yes  No

This is about caring responsibilities. By that we mean looking after a child, whether as a parent, guardian or foster parent, or helping an adult carry out their daily routine. This might mean providing assistance to an adult relative or friend who is disabled or has a long-term illness.

If Yes, will the focus be on all , or any of the following?

People who look after children  People who help an adult  
with their daily routine