

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

September 2016

Policy	Policy Aim	Brief Description	Screening outcome (including any mitigation or alternative policies considered)
Learning and Development Policy	The main aim is to provide managers, and staff, with guidance that supports and encourages the learning and development of all staff in line with the delivery of the Council's Corporate Plan, Service Delivery & Improvement Plans and Individual/Team Plan objectives, as agreed during the annual performance management cycle.	The Council recognises that staff are fundamental to our success. A strategic, professional approach to staff learning and development, through the Learning and Development Policy, will help the Council attract and retain high-calibre staff with the skills, knowledge and competencies necessary to deliver its objectives and enable today's talents to become tomorrow's leaders. The Council is committed to providing staff with learning and development opportunities to ensure that individuals and departments are able to contribute fully to the achievement of department and Council objectives in the context of the Corporate Plan.	Screened out without mitigation.
Elective Transfer Policy	The purpose of this policy is to provide a fair, equitable and consistent framework for internal transfers requested by Council employees and to ensure that it is an open and transparent procedure.	This policy is based on an elective transfer procedure, whereby the employee makes a request to be considered for a transfer. It has been devised in the context of providing support to employees in balancing personal and work commitments. The Scheme will be reviewed by the Council and the Local	Screened out without mitigation.



Policy	Policy Aim	Brief Description	Screening outcome (including any mitigation or alternative policies considered)
		Consultation and Negotiation Forum after a period of 12 months.	
ICT Policies and Procedures	The aim of this policy is to clearly set out the Council's and employees' responsibilities, in terms of use of any item of ICT equipment or software. The policy also aims to ensure that all data is kept secure and that maximum benefit is derived from the Council investment in ICT.	Fermanagh and Omagh District Council (FODC) became operational in April 2015, as a result of Local Government Reform. Each of the previous Legacy organisations (Fermanagh District Council, Omagh District Council and Planning Service) had their own ICT Policies and Procedures, including Email and Internet Policies. The new FODC ICT Policies and Procedures include an Email and Instant Messaging Policy, as well as an Internet Policy.	Screened out without mitigation.
Engagement Action Plan for the Development of a Community Plan	<p>The overall aim of the Engagement Action Plan is to harness the knowledge of local people, and key stakeholders, to ensure that the Community Plan reflects the needs of local people. It will also aim to 'actively involve' citizens and key stakeholders who live in, work in, or visit the District within the Community Planning process.</p> <p>The Engagement Action Plan seeks to encourage people to address local concerns through a long term strategy for the area, which will be encompassed in the draft Community Plan.</p>	The Engagement Action Plan sets out what the Community Planning engagement process hopes to achieve, for example 'why, whom with, how engagement will be facilitated, the methods which will be used as well as how the participants will be kept updated throughout the development process'.	Screened out without mitigation.
Shared Parental Leave Policy	The aims of the Shared Parental Leave Policy include: <ul style="list-style-type: none">• Ensuring statutory compliance.	This policy is essentially based on legislative changes, whereby the Work and Families Act (NI) 2015 gives parents the	Screened out without mitigation.

Policy	Policy Aim	Brief Description	Screening outcome (including any mitigation or alternative policies considered)
	<ul style="list-style-type: none"> Enabling employees to consider the best arrangements to care for their child during the child's first year, or after placement or adoption. Ensuring that all employees are aware of their rights and obligations under the regulations. 	right to take Shared Parental Leave and places a duty on employers to ensure that their employees are not penalised for using their entitlement or put under pressure to cancel or change a leave notification.	
<p>Access to Information Policy</p>	<p>The policy sets out the framework within which Fermanagh and Omagh District Council will promote a culture of good practice, around the management of Access to Information requests and compliance with legislative requirements.</p> <p>The main objectives of the policy are to:</p> <ul style="list-style-type: none"> Promote greater openness and increased transparency of decision-making. Build the trust and confidence of the public and other stakeholders. Provide clarity on the way in which the Council will meet its duties under Access to Information legislations, guidance and best practice. 	The public has a general right of access to the information held by Fermanagh and Omagh District Council, and the Council must release information on request (unless a relevant exemption applies). Procedures have been developed to ensure that the Council can respond appropriately to information requests under the Freedom of Information Act 2000, the Environmental Information Regulations 2004, the Data Protection Act, the Regulation of Investigatory Powers Act 2000 and any other legislation that provides a right of access to information.	Screened out without mitigation.

For more information, or for copies of a Screening Matrix for any of those outlined above, please contact Finbar Maguire via telephone on 0300 303 1777 ext. 21178 or via email at finbar.maguire@fermanaghomagh.com

Consultation Response Questionnaire contained overleaf