



Department of
Justice

An Roinn Dlí agus Cirt

Máinnystrie o tha Laa

DOJ Section 75

EQUALITY SCREENING FORM

Title of Policy: **Probation Board NI Opening Budget Allocation 2023-24**

The legal background – Under section 75 of the Northern Ireland Act 1998, the Department is required to have due regard to the need to promote equality of opportunity:

- between person of different religious belief, political opinion, racial group, age, marital status, or sexual orientation.
- between men and women generally.
- between persons with a disability and persons without; and,
- between persons with dependants and persons without¹.

Without prejudice to the obligations set out above, the Department is also required to:

- have regard to the desirability of promoting good relations between persons of different religious belief, political opinion, or racial group; and
- meet legislative obligations under the Disability Discrimination Order.

Introduction

Part 1. Policy scoping – asks public authorities to provide details about the policy, procedure, practice and/or decision being screened and what available evidence you have gathered to help make an assessment of the likely impact on equality of opportunity and good relations.

Part 2. Screening questions – asks about the extent of the likely impact of the policy on groups of people within each of the Section 75 categories. Details of the groups consulted and the level of assessment of the likely impact. This includes consideration of multiple identity and good relations issues.

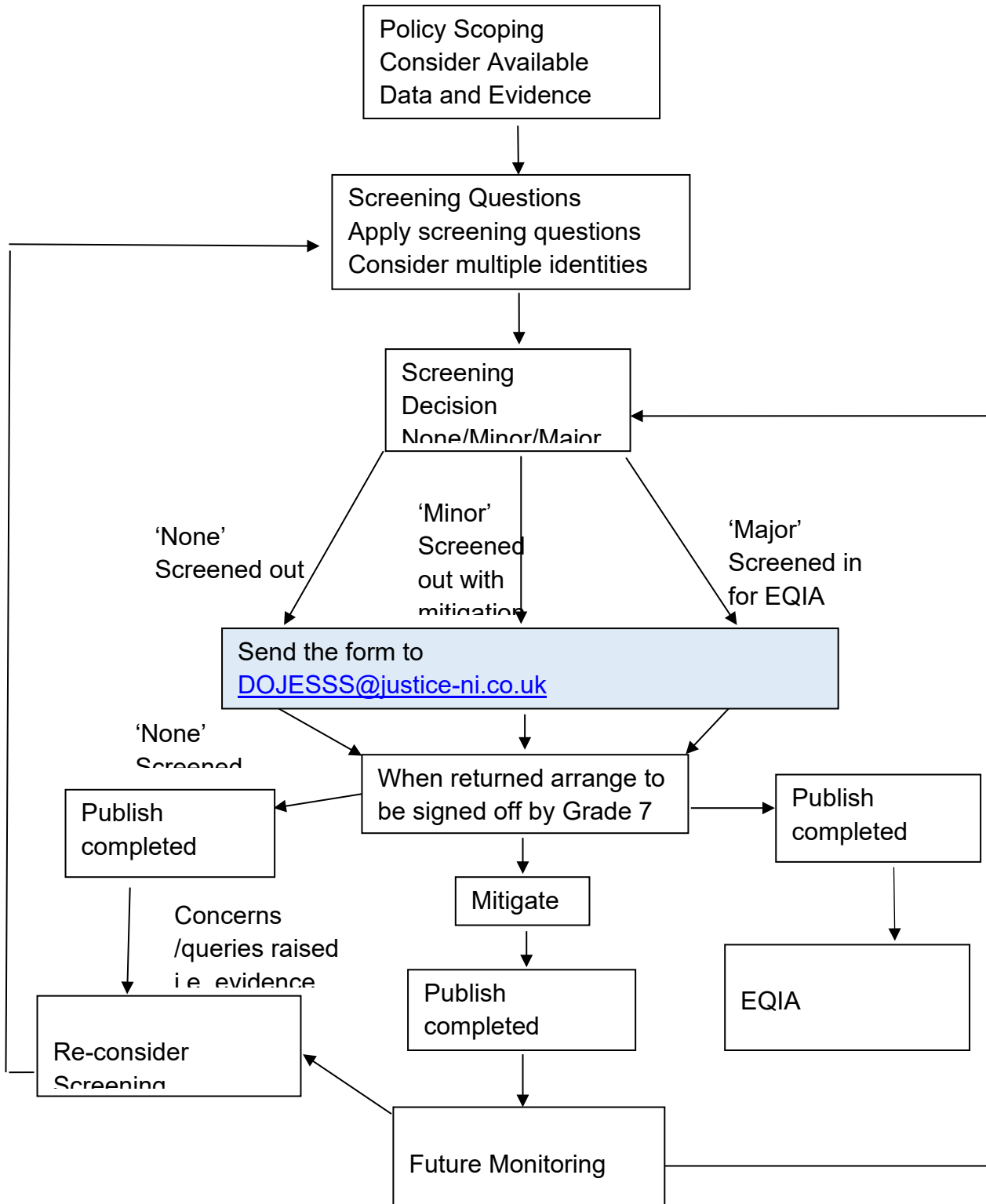
Part 3. Screening decision – guides the public authority to reach a screening decision as to whether or not there is a need to carry out an equality impact assessment (EQIA), or to introduce measures to mitigate the likely impact, or

the introduction of an alternative policy to better promote equality of opportunity and/or good relations.

Part 4. Monitoring – provides guidance to public authorities on monitoring for adverse impact and broader monitoring.

Part 5. Approval and authorisation – verifies the public authority's approval of a screening decision by a senior manager responsible for the policy.

A screening flowchart is provided below.



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

Department of Justice Opening Budget 2023-24 allocations

Is this an existing, revised or a new policy?

New

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

Allocation of Opening Budget for 2023-24 to Probation Board NI

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?

The Secretary of State announced the Budget 2023-24 for Northern Ireland on 27 April 2023. Following this, the Department of Justice Senior Management Team agreed the allocation of Opening Budget to Core Directorates, Agencies and NDPBs.

Who owns and who implements the policy?

Department of Justice

Implementation factors

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

If yes, are they (please delete as appropriate)

Main stakeholders affected

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

PBNI Staff

- Staff who may be redeployed where services temporarily reduced and must be redeployed into existing vacancies in operational and support teams. Of our staff, the majority are women (77%).

PBNI Service Users

- Our records indicate that majority of PBNI's 4500+ Service Users are male (89%); and aged between 30-39 years old.

Community and Voluntary Sector (CVS) organisations

- The cessation of funding to the CVS will not directly impact any section 75 group, however the impact on reduced funding will have organisational and staffing impacts for those organisations PBNI will cease or reduce funding for.

Other public sector organisations

- Other public sector organisations may be impacted as a result of the budgetary measures PBNI must implement. For example, the Service Users who may have been able to access addiction services from PBNI-funded CVS partners, will now have to be placed on Health Trust waiting lists for access to services. The delays in their ability to access services may negatively impact on any efforts or progress being made in terms of desistance.

Other policies with a bearing on this policy

- **what are they?**
 - Mobility and Transfer Policy
 - Recruitment and Selection Policy
 - Grant Funding policy
 - PBNI Estate and ICT strategies
 - Probation Practice Standards
- **who owns them?**

PBNI

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. The Commission has produced this guide to signpost to S75 data.

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

Religious belief evidence / information:

Service users

57.2% of Service Users have not supplied information regarding religious belief. Of the 42.8% that have supplied information, 18.9% are Roman Catholic and 13.0% are Protestant, with 5.7% stating none and 2.2% refusing to state. Of the remaining responses 1.7% identified as other Christian, 0.9% as Other, 0.3% Muslim and 0.1% Buddhist.

Of the Service Users with ECOs, we do not hold information which would indicate any deviance from the general Service User profile.

Staff

51% of our staff indicate they are Protestant and 43%, Roman Catholic, with 6% citing non determined 'None' as their religious belief.

Political Opinion evidence / information:

Service Users -

We do not hold details of political opinion of Service Users.

Staff –

40% of our staff have not disclosed their political opinion, 30% said they have no political opinion, 11% state they are nationalist and 7% are unionist, 5%

prefer not to say, and 7% say Other.

Racial Group evidence / information:

Service Users

Of the 43% of Service Users, we hold monitoring information on, the majority (39.4%) have stated their racial group as White with less than 1% in any other racial group.

Of the Service Users with ECOs, we do not hold information which would indicate any deviance from the general service user profile.

Staff

98% of our staff have recorded White as their racial group.

Age evidence / information:

Service users -

The information we hold on Service Users in general is accurate as it derived from Date of Birth.

The majority of our Service Users are aged 30-39 (34.8%), with less than 2% under 20; 11.4% 20-24; 15.7% are 25-29; 19.1% are 40-49; 10.8% are 50-59/ and 6.1% are over 60 years old.

Of the Service Users with ECOs, we do not hold information which would indicate any deviance from the general service user profile.

Staff -

Age profile of Staff is accurate as it is derived from Date of Birth information.

Our workforce is 3% aged 18-25; 24% aged 26-35; 25% aged 36-45; 30% aged 46-55; and 18% over aged 56 years.

Marital Status evidence / information:

Service Users -

Of the 42.7% of Service Users, generally, we have monitoring information from, the majority are Single – never married (30.8%) and less than 4% are in other categories, including divorced or dissolved civil partnerships, married, separated, or widowed.

Of the Service Users with ECOs, we do not have information which would indicate any deviance from the general service user profile.

Staff –

Nearly half our workforce are married or with civil partners– 47%, 34% are single; with 7% cohabiting; 9.5% divorced or separated; 2% widowed; and 0.5% not disclosed.

Sexual Orientation evidence / information:

Service Users -

Of the 42.7% of Service Users, generally, who responded to this area of the monitoring record, 37.4% stated they were heterosexual.

Of the Service Users with ECOs, we do not hold information which would indicate any deviance from the general service user profile.

Staff –

91% of our workforce have said they are heterosexual, 2% bisexual; 2% Gay / Lesbian; and 5% did not disclose.

Men and Women generally evidence / information:

Service Users -

The majority of Service Users are male. Over 89% of our Service Users are male.

Of the Service Users with ECOs, we do not hold information which would indicate any deviance from the general service user profile.

Staff –

77% of our workforce are female and 23% male.

Therefore, these changes will affect this group disproportionately.

Most service users are male (89.9%).

Disability evidence / information:

Service Users

Of the 43% of Service Users, who responded to this area of the monitoring record, 24.6% stated they had a disability. The majority of those with a disability had a mental health condition (15.7%)

Staff

89% of our staff have indicated they are not disabled. 11% have indicated they have a disability.

Dependants' evidence / information:

Service Users

43% of service users stated their dependant responsibilities. 29.3% said they had none. 7.9% said they had care of a child and 3.4% had responsibility for care of an elderly person or a person with a disability.

Impacts on Children

Impact on victims of sexual abuse, domestic violence, and other serious violence regarding an increase in offending due to fewer staff available to work with service users.

Staff –

49% of our staff have not disclosed if they have dependents. 39% have said they have care of a child, 9% care for an adult; and 3% care for a person with a disability.

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 of the needs, experiences, and priorities for each of the Section 75 categories below:

1. Religious belief

Not applicable

2. Political Opinion

Not applicable

3. Racial Group

Not applicable

4. Age

Not applicable

5. Marital status

Not applicable

6. Sexual orientation

Not applicable

7. Men and Women Generally

Service Users – current and potential

Nearing 90% of service users generally are male that need probation support to complete their court orders.

Staff

Women make up most staff within the organisation. Therefore, there will always be an impact on a greater number of women than men arising.

As a result of the opening allocation, PBNI will need to reduce some services, PBNI will implement its Mobility Policy, whereby it may be a requirement to move work location. This can impact on women who have caring responsibilities, in the main. The mitigation against any detrimental impact is that we will first seek volunteers for moves to new locations; and secondly that a travel allowance is paid to compensate for any additional travel costs.

8. Disability

While statistically, our records show that 24.6% of our service users have a disability, feedback from Service User Groups and from our Probation Officers, indicate that most of our Service Users have poor mental health condition(s); and largely have experienced negative trauma in their lives. These combined needs, mean that the management of Service Users during the period of their licences is often complex due to the level of support required.

The impact of this budget, whereby support services which PBNI bought in from Community and Voluntary Sector to provide bespoke and rapid access services for people under supervision are reduced, may have a detrimental impact on our Service Users.

Mitigation in respect of this decision in the budget, is that the budget is for one year only; that our Probation Services Officers will provide as much in house support to Service Users as possible; and some of the services are provided by other statutory bodies. In addition, PBNI has bid for funding as part of June monitoring to maintain a level of service with key partners to mitigate the public safety risks from reoffending, the impact on service users and potential impacts for partners staff providing those services.

9. Dependants

Not applicable

Part 2. Screening questions

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?

Please provide details of the likely policy impacts and determine the level of impact for each S75 categories below i.e. either minor, major or none.

PBNI's 2023-2024 Budget is likely to have the following impact:

Details of the likely policy impacts on **Religious belief**:

None

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Political Opinion**:

None

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Racial Group**:

None

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Age**:

None

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Marital Status**:

None

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Sexual Orientation**:

None

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Men and Women**:

The majority of Service Users are male. The overall budget will therefore impact on this Section 75 group, disproportionately. However, it is not likely to have a major impact, as support services will continue to be available to the Service Users.

The focus of an ECO is to provide an alternative to a short custodial sentence. The ECO provides opportunity and support for the Service User in receipt of an ECO to remain in the community, potentially remaining in employment, their normal accommodation, and to benefit from support from family and friends. It is PBNI's intention to continue to support those Service Users on ECOs, albeit with a different support model than that in place currently, it is not anticipated that this change will impact on this section 75 group.

Programme Delivery participants are generally male, and the victims of sexual assault and domestic abuse are predominantly female. PBNI intends to focus on Service Users who are high risk. Currently there are waiting lists of potential Service Users waiting to attend programmes. The proposed new arrangements will enable the better management of

programme delivery, although programme delivery is removed for most low and medium risk individuals.

Staff

The majority of PBNI staff are female, therefore the impact of service reductions which will result of redeployment will affect this group disproportionately. Staff may be required to move posts / locations / teams however this is unlikely to have a detrimental impact as such moves are not forced where there are significant personal or health issues. Staff will not be required to reduce income as a result of any staff moves.

What is the level of impact? None / / **Minor** Major (circle as appropriate)

Details of the likely policy impacts on **Disability**:

Staff

There are no indications in a negative impact on staff due to disability. Any issues in relation to disability that affect relocation, will be considered fully as part of the redeployment process.

What is the level of impact? Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Dependants**:

Staff

There are no indications in a negative impact on staff due to having dependants or none. Any issues in relation to caring responsibilities that affect relocation, will be considered fully as part of the redeployment process.

What is the level of impact? Minor / Major / **None** (circle as appropriate)

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

No

Detail opportunities of how this policy could promote equality of opportunity for people within each of the Section 75 Categories below:

Religious Belief - If Yes, provide details:

If No, provide reasons:

Service Users

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Staff

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Political Opinion - If Yes, provide details:

If No, provide reasons

Service Users

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Staff

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Racial Group - If Yes, provide details:

If No, provide reasons

Service Users

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Staff

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Age - If Yes, provide details:

If No, provide reasons:

Service Users

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Staff

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Marital Status - If Yes, provide details:

If No, provide reasons

Service Users

Opening Budget Allocations will not impact on promotion of equal opportunity for this Section 75 group.

Staff

Opening Budget Allocations will not impact on promotion of equal opportunity for this Section 75 group.

Sexual Orientation - If Yes, provide details:

If No, provide reasons:

Service Users

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Staff

PBNI Opening Budget Allocation will not impact on promotion of equal opportunity for this Section 75 group.

Men and Women generally - If Yes, provide details:

If No, provide reasons:

Service Users

Opening Budget Allocations will likely impact on promotion of equal opportunity for this Section 75 group.

Staff

Although the majority of staff affected by the Opening Budget Allocation are women, there should not be a negative impact on promotion of equal opportunity for this Section 75 group as all staff will be relocated to alternative roles in generic or specialist teams.

Disability - If Yes, provide details:

If No, provide reasons:

Service Users

Budget proposals may impact on promotion of equal opportunity for this Section 75 group however the services that are being reduced, for example bespoke Rapid Access Addiction Services, statutory services are provided by the Health Trusts.

Staff

Budget proposals will not impact on promotion of equal opportunity for this Section 75 group.

Dependants - If Yes, provide details:

If No, provide reasons:

Service Users

Budget proposals will not impact on promotion of equal opportunity for this Section 75 group.

Staff

Budget proposals will not impact on promotion of equal opportunity for this Section 75 group.

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

Please provide details of the likely policy impact and determine the level of impact for each of the categories below i.e. either minor, major or none.

Details of the likely policy impacts on **Religious belief**:

None

What is the level of impact?

Minor / Major / **None** (circle as appropriate)

Details of the likely policy impacts on **Political Opinion**:

None

What is the level of impact?

Minor / Major / **None**

Details of the likely policy impacts on **Racial Group**:

None

What is the level of impact?

Minor / Major / **None**

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

Detail opportunities of how this policy could better promote good relations for people within each of the Section 75 Categories below:

Religious Belief - If Yes, provide details:

If No, provide reasons:

The Opening Budget Allocation will not provide opportunity to promote good relations for Service Users or Staff.

Political Opinion - If Yes, provide details:

If No, provide reasons:

The Opening Budget Allocations will not provide opportunity to promote good relations for Service Users or Staff.

Racial Group - If Yes, provide details:

If No, provide reasons:

The Opening Budget Allocations will not provide opportunity to promote good relations for Service Users or Staff.

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).

PBNI works with service users from all Section 75 groupings. Reduction in service has the potential to impact across the groupings, but as PBNI has a predominantly male service user base it has the potential to have a greater impact with this grouping.

Similarly, any internal staffing reductions are likely to have a greater impact among women.

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

Mitigations are in place for both Service Users and Staff to ensure that there is limited impact from the implementation of the approved budget measures.

Part 3. Screening decision

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

Screened Out – No EQIA

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 - please provide details.

Equality impacts and potential mitigations will be implemented as we implement the budgetary management reductions.

We will continue to monitor the impacts on Section 75 groups and try to enhance our monitoring information for Service Users.

Staff who are represented in one or more Section 75 group, who are subject to redeployment, will have any needs affecting caring, disability, or general personal circumstances taken into consideration.

In response to the opening budget revisions to the ECOs management and availability, PBNI sought to mitigate any significant negative impact by continuing to support Service Users with ECOs of less than six months or those Service Users assessed as the highest-risk.

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?

PBNI is not able to adjust the budget, however the options considered to be able to live within allocated budget, were taken considering impact on organisation; staff; Service Users and public safety; as well as the equality impacts of the budget management decisions.

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.

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

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.

The Budget may be affected by any decisions of Government during 2023/2024.

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.

Further advice on monitoring can be found at: [ECNI Monitoring Guidance for Public Authorities](#)

Part 5 - Approval and authorisation

Screened by: Paul King
 Position/Job Title: Head of Finance & Estates
 Date: 11 April 2024

Approved by: Amanda Stewart
 Position/Job Title: Chief Executive
 Date: 12 April 2024

Prior to final approval the Screening Form should be forwarded to DOJESSS@justice-ni.gov.uk for comment/quality assurance. Contact the branch should you require advice or have any queries prior to this stage.

Any NIPS forms should also be forwarded to Peter.Grant@justice-ni.gov.uk

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 DoJ website as soon as possible following completion and made available on request.