

PBNI Equality Impact Screening

Part 1 Policy Scoping

Information about the policy

This form should be read in conjunction with the Equality Commission's revised Section 75, "A Guide for Public Authorities" April 2010 and available via the following link [S75 Guide for Public Authorities April 2010](#). Staff should complete a form for each new or revised policy for which they are responsible (see page 6 for a definition of policy in respect of section 75).

The purpose of screening is to identify those policies that are likely to have an impact on equality of opportunity and/or good relations and so determine whether an Equality Impact Assessment (EQIA) is necessary. Screening should be introduced at an early stage when developing or reviewing a policy.

1.1 Name of the policy and Date of Screening

Recruitment and Selection Policy and Procedure (January 2023)

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

Existing policy

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

PBNI's R&S policy is to set out its commitment to recruiting fairly and on the basis of merit, regardless of religious belief, political opinion, race, age, gender, disability, marital status, sexual orientation, or people with dependents or without.

1.4 Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how.

No specific Section 75 categories

1.5 Who initiated or wrote the policy?

Head of HR and OD

1.6 Which Dept. owns and who implements the policy?

HR

Implementation factors

1.7 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

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

service users

other public sector organisations

voluntary/community/trade unions

other, please specify

Staff and general population eligible for employment

1.9 Other policies with a bearing on this policy

- what are they?
- who owns them?

Policy	Owner
Conflict of Interest	Finance
Data Protection Policy	Communications
Equal Opportunities Policy	HR
Guidance for Candidates in relation to the PBNI Interview and Selection Process	HR
Recruitment Panel Members Guidance	HR
Rehabilitation of Offenders	HR
Secondment Policy and Procedure	HR
Staff Transfer, Mobility Policy, and Procedure	HR

Available evidence

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

Section 75 category	Details of evidence/information					
Religious belief	Details from Staff monitoring information (Dec 2022) indicate that the PBNI workforce is as follows:					
	Protestant	Roman Catholic	Non-determined	None		
	43%	51%	6%	0%		
Political opinion	Details from monitoring information (Dec 2022) indicate that the PBNI workforce is as follows:					
	Nationalist	None	Other	Prefer not to say	Unionist	Not disclosed
	11%	30%	7%	5%	7%	40%
Racial group	Details from monitoring information (Dec 2022) indicate that the PBNI workforce is as follows:					
	White	Black African / other	Not disclosed / Blank		Mixed race	
	98%	0.5%	1%		0.5%	
Age	Details from monitoring information (Dec 2022) indicate that the PBNI workforce is as follows:					
	18-25	26-35	36-45	46-55	56+	
	3%;	24%;	25%;	30%;	18%	

Section 75 category	Details of evidence/information							
Marital status	Details from monitoring information (Dec 2022) indicate that the PBNI workforce is as follows:							
	Civil Partners hip	Cohabit ing	Divorc ed	Marri ed	Not Disclo sed / Blank	Separa ted	Sing le	Widow ed
	1%	7	6	46%	0.5%	3.5%	34%	2%

Sexual orientation	Details from the latest Section 75 Report indicate that the PBNI workforce is as follows:			
	Bisexual	Heterosexual	Gay/Lesbian	Not Disclosed/Blank
	2%	91%	2%	5%
Men and women generally	Details from the latest Section 75 Report indicate that the PBNI workforce is as follows:			
	Male		Female	
	23%		77%	
Disability	Details from the latest Section 75 Report indicate that the PBNI workforce is as follows:			
	Not Disabled		Disabled	
	89%		11%	
In Northern Ireland 18% of the population have a disability,				
Dependants	Details from the latest Section 75 Report indicate that the PBNI workforce is as follows:			
	Care of a child	Care of an adult	Care (disability)	Not Disclosed/Blank
	39%	9%	3%	49%

Needs, experiences, and priorities

1.11 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	None in relation to this policy
Political opinion	None in relation to this policy
Racial group	None in relation to this policy
Age	None in relation to this policy
Marital status	None in relation to this policy
Sexual orientation	None in relation to this policy
Men and women generally	None in relation to this policy
Disability	The Guaranteed Interview Scheme supports people with a disability who meet the eligible criteria for posts to progress through the recruitment process removing barriers to their participation where appropriate.
Dependants	PBNI operate a Flexible Working Policy and Procedure which allows for people with dependants, to have access to flexible working patterns. We also operate the Parental Leave Scheme.

Part 2 Equality Screening Questions

SCREENING QUESTIONS

- 2.1** In making a decision as to whether or not there is a need to carry out an equality impact assessment, consider questions 2.5 -2.8 listed below.
- 2.2** If the conclusion is **none** in respect of all of the Section 75 equality of opportunity and/or good relations categories, then the decision may to screen the policy out. If a policy is ‘screened out’ as having no relevance to equality of opportunity or good relations, give details of the reasons for the decision taken.
- 2.3** If the 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:
- i.measures to mitigate the adverse impact; or
 - ii.the introduction of an alternative policy to better promote equality of opportunity and/or good relations.
- 2.4** If the 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.

2.5 Equality Impact

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		None
Political opinion		None
Racial group		None
Age		None

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
Marital status		None
Sexual orientation		None
Men and women generally		None
Disability		None
Dependants		None

2.6 Promotion of Equality

Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?		
Section 75 category	If yes , provide details	If no , provide reasons
Religious belief		No. Not relevant applied equally

Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?		
Section 75 category	If yes , provide details	If no , provide reasons
Political opinion		No. Not relevant applied equally
Racial group	Ensure our adverts are placed in all social media so as to advertise as widely as possible to attract as wide a pool of applicants as possible and always include a statement that PBNI is an equal opportunities employer	
Age	As above	
Marital status		No. Not relevant applied equally
Sexual orientation	As above	
Men and women generally	As above	
Disability	As above	
Dependants	As above	

2.7 Good Relation Impact

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		
Good relations category	Details of policy impact	Level of impact Minor Major None
Religious belief		None

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		
Good relations category	Details of policy impact	Level of impact Minor Major None
Political opinion		None
Racial group		None

2.8 Promotion of Good Relations

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 details	If no , provide reasons
Religious belief	None	
Political opinion	None	
Racial group	None	

Additional considerations

Multiple identities

2.9 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 women; young Protestant men; and young lesbians, gay and bisexual people).

N/A

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

NK

2.11 Is there an opportunity through this policy for PBNI to promote positive attitudes towards disabled people or encourage the participation of disabled people in public life?

Yes - through ensuring job opportunities which are supported by measures such as the Guaranteed Interview Scheme, and where consideration of reasonable adjustments is part of the post job offer process.

Part 3 Screening decision

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

No equality issues have been identified that warrant further inspection of equality issues in relation to this policy

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

NA

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

NA

Mitigation

3.4 When the likely impact is 'minor' an equality impact assessment is not to be conducted, mitigation may 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 and if so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy.

Date Screening Completed: 6 January 2023

Department Completing this Screening: Head of HR and OD