



## Northern Ireland Assembly

### SECTION 75 SCREENING FORM

#### **What is a policy?**

The Equality Commission has defined ‘policies’ as ‘all the ways a public authority carries out, or proposes to carry out, its function relating to Northern Ireland’. The Act defines ‘functions’ as including powers and duties.

These are effectively catch-all definitions which cover the Secretariat’s policies, strategies, schemes, procedures, functions, and practices, whether written or unwritten. You should remember that the Section 75 statutory duties apply to internal policies as well as external policies.

If you are in doubt, please contact the Equality and Good Relations Unit for advice.

#### **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 to 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.

## 1. Policy Details

**Name of the policy to be screened:**

Revised Exhibition and Arts Engagement Policy.

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**Is this policy new or revised? (Please append policy to screening form)**

Revised policy

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**What is it trying to achieve? (brief outline of intended aims/outcomes of the policy)**

To revise the existing Exhibitions Policy to use art in a strategic way as a medium to engage a new and greater audience with the Assembly. The policy name will be changed to the Exhibition and Arts Engagement Policy.

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**Who initiated or wrote the policy?**

Engagement Office

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**Directorate responsible for devising and delivering the policy?**

Parliamentary Services

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**Was consultation carried out as part of this screening exercise?**

Yes  No

### **Background to the Policy/Strategy/Procedure to be screened.**

Include details of any consultations which have been conducted and whether the policy has previously been tabled at SMG/Assembly Commission meetings.

Since 2012, Parliament Buildings has hosted a number of exhibitions in the Great Hall. The Exhibitions Policy was agreed by the Commission.

The original Exhibitions Policy strived to produce a diverse programme of exhibitions which:

- increased public engagement
- improved the understanding of the role of the Assembly
- enhanced the quality and variety of the visiting experience

Following the success of the arts project 'Stormont: A sense of Place' (approved at the Commission meeting on 20 January 2016) it was identified that the Assembly can use art in a strategic medium to engage a new audience with the Assembly.

In order to ensure that all exhibitions meet the wider strategic objective of creating understanding and increasing engagement, all exhibitions commissioned under the proposed Draft Assembly Arts Programme will follow a brief developed by Assembly Officials. This will provide the Speaker with a clear rationale on which to approve individual exhibitions. It will also reduce the risk of an exhibition containing material that does not meet the Exhibition criteria.

In the main, this policy will create the content for the exhibitions held in the Great Hall.

A number of organisations were consulted in relation to the original Art Exhibition Policy included National Museums NI, Arts Council, Scottish Parliament and Office of Public Works Dublin. Policies reviewed included National Portrait Gallery, Turnpike Gallery, Staffordshire Moorlands District Council, Hereford Council, Brent Museum & Archives, Devon Guild of Craftsmen & Royal United Hospital, Bath.

Additionally the Northern Ireland Assembly Speakers Office, Assembly Equality Unit, Ulster Museums and University of Ulster were consulted on the updated policy.

### **2. Implementation factors**

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

Yes  No

If yes, are they

- Financial
- Legislative
- Other, please specify: [Click here to enter text.](#)

### **3. 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 : [Click here to enter text.](#)

### **4. Other policies with a bearing on this policy**

**What are these policies? Please list:**

Equality Policies including:

- Disability Action Plan
- Audit of Inequalities
- Good Relations Action Plan

Security Policy Conduct and Behaviour of Visitors in Parliament Buildings

**5. Consideration of available data/research (*This means any data or information you currently hold in relation to the policy or gathered during policy development*).**

Evidence to inform the screening process may take many forms and should help you to decide who the policy might affect the most. It will also help ensure that your screening decision is informed by relevant data.

**What evidence/information (both qualitative and quantitative) do you hold to inform your decision making process?**

Section 75 category	Details of evidence/information
Religious belief	<p><a href="#">Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</a></p> <p><a href="#">Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</a></p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p>
Political opinion	<p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p>
Racial group	<p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Arts Council of Northern Ireland: Intercultural Arts Strategy</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p> <p>Qualitative data arising from discussions with ACC members</p>

Age	<p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p> <p>Arts Council of Northern Ireland: Youth Arts Strategy 2013 -2017</p> <p>Arts Council of Northern Ireland: Arts and Older People Strategy</p> <p>Qualitative data arising from discussions with ACC members</p>
Marital status	<p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p>
Sexual orientation	<p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p>
Men and women generally	<p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Quantitative data arising from the Audit of Inequalities</p>

	<p>Quantitative data arising Assembly's Good Relations Action Plan</p> <p>Qualitative data arising from discussions with ACC members</p>
Disability	<p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Qualitative data arising from the Assembly Disability Action Plan</p> <p>Arts Council of Northern Ireland: Disability Action Plan 2015 – 2018</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p> <p>Qualitative data arising from discussions with ACC members</p>
Dependants	<p>Quantitative data arising from the Northern Ireland Assembly Digital First EQIA 2014/15</p> <p>Quantitative data arising from the Northern Ireland Engagement EQIA 2014/2015</p> <p>Quantitative data arising from the Audit of Inequalities</p> <p>Quantitative data arising Assembly's Good Relations Action Plan</p>

## 6. Current Assessment of Impact

Having looked at the data/information referred to above at point 5, what does this tell you are the needs, experiences and priorities for the people who fall into the groups below, in relation to your policy? And what is the actual or likely impact on equality of opportunity for those affected by the policy. **(See appendix 1 for information on levels of impact).**

Section 75 category	Details of needs/experiences/priorities and details of policy impact	Level of Impact
Religious belief		None
Political opinion		None
Racial group	<p>Given the Public Attitudes survey identified ethnic minorities as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation.</p> <p>The importance of engaging this sector can also be seen in the Art Councils Strategies.</p>	Minor
Age	<p>Given the Public Attitudes survey identified young people as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation.</p> <p>The importance of engaging this sector can also be seen in the Art Councils Strategies.</p>	Minor
Marital status		None
Sexual orientation		None



Men and women generally	Given the Public Attitudes Survey identified women as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation.	Minor
Disability	Given the Public Attitudes Survey identified people with a disability as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation.  The importance of engaging this sector can also be seen in the Art Councils Strategies.	Minor
Dependants		Minor

**If you do not have enough data to tell you about potential or actual impacts you may need to conduct a pre-consultation to generate more data and to distinguish what groups are potentially affected by your policy.**

## Part 2 Screening Questions

<b>1 Are there any steps/actions which could be taken to reduce any adverse impact as addressed in question 6?</b>		
Section 75 category	Issue	Mitigating Measure
Religious belief	The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.	None

	<p>The opportunity to take part will be open and accessible to all.</p>	
Political opinion	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all.</p>	Minor
Racial group	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all.</p> <p>Given the Public Attitudes survey identified ethnic minorities as an under-represented group the policy will act to target this section of the community to take part</p>	Minor

	in projects to encourage participation.	
Age	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all. Given the Public Attitudes survey identified young people as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation</p>	Minor
Marital status	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all.</p>	None

Sexual orientation	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all.</p>	None
Men and women generally	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all. Given the Public Attitudes Survey identified women as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation.</p>	Minor
Disability	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good</p>	Minor

	<p>relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all. Given the Public Attitudes Survey identified people with a disability as an under-represented group the policy will act to target this section of the community to take part in projects to encourage participation.</p> <p>We will ensure any signage and information for exhibitions is DDA compliant.</p>	
Dependants	<p>The policy states that all exhibitions will be impartial, non-offensive and non-controversial and comply with the Northern Ireland Assembly's equality and good relations obligations. They also cannot be aligned to a religious campaign, cause or lobby interest.</p> <p>The opportunity to take part will be open and accessible to all.</p>	None

2 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	As the mitigating measures have been put in place, there is likely to be no impact on Good Relations.	none
Political opinion	As the mitigating measures have been put in place, there is likely to be no impact on Good Relations.	none
Racial group	As the mitigating measures have been put in place, there is likely to be no impact on Good Relations.	none

3 Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?		
Section 75 category	If <b>Yes</b> , provide details	If <b>No</b> , provide reasons
Religious belief		No. Policy accessible to all.
Political opinion		No. Policy accessible to all.
Racial group	As discussed in Section 2	

#### **4. Consultation**

Tell us about who you have talked to about your proposals, either internally or externally, to help you decide if the policy needs further or no further equality investigation?

Northern Ireland Assembly Speakers Office  
Assembly Equality Unit  
Ulster Museums Northern Ireland  
University of Ulster

A number of organisations were consulted in relation to the original Art Exhibition Policy included National Museums Northern Ireland, Arts Council, Scottish Parliament and Office of Public Works Dublin. Policies reviewed included National Portrait Gallery, Turnpike Gallery, Staffordshire Moorlands District Council, Hereford Council, Brent Museum & Archives, Devon Guild of Craftsmen & Royal United Hospital, Bath.

## 5 Disability Duties

Consider whether the policy:

- a) Discourages disabled people from participating in public life and fails to promote positive attitudes towards disabled people.  
No. The policy will encourage people with a disability participating in public life
- b) Provides an opportunity to better positive attitudes towards disabled people or encourages their participation in public life.  
Allows full participation.

### Additional considerations

#### Multiple identities

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.

The opportunity to take part will be open and accessible to all.





### Part 3 Screening decision

1. Through screening, an assessment is made of the likely impacts — either major, minor or none — of the policy on equality of opportunity and/or good relations for the relevant categories. Completion of screening should lead to one of the following three outcomes; please mark an x in the appropriate box:

**'Screened out'** ie the likely impact is none and no further action is required

**'Screened out' with mitigation** ie the likely impact is minor and measures will be taken to mitigate the impact or an alternative policy will be proposed

**'Screened in' for an equality impact assessment (EQIA)** ie the likely impact is major and the policy will now be subject to an EQIA

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

Potential policy impacts are limited. These are fully addressed in the policy.

3. If the decision is not to conduct an equality impact assessment, but the policy has minor equality impacts, please provide details of the reasons for this decision and of any proposed mitigating measures or proposed alternative policy.

Potential policy impacts are limited. These are fully addressed in the policy in Section 2.

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

N/A

#### 5. Timetabling and prioritising for EQIA

***Complete this section only if your business area/directorate plans to conduct two or more EQIAs.***

**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	Click
Social need	Click
Effect on people’s daily lives	Click
Relevance to a public authority’s functions	Click

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment.

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

Yes  No

If yes, please provide details

[Click here to enter text.](#)

## Part 4 Monitoring

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

The Equality Commission for NI (ECNI) recommends that where a policy has been amended or an alternative policy introduced, the public authority should monitor more broadly for adverse impact.

See ECNI Monitoring Guidance for use by Public Authorities (July 2007) pages 9-10, paragraphs 2.13 – 2.20

What data is required in the future to ensure effective monitoring?

What are these policies? Please list: List and details of complaints submitted via the Complaints Procedure.
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## Part 5 - Data Protection

1. If applicable, has legal advice been given due consideration?  
Yes  No  N/A
2. Has due consideration been given to information security in relation to this policy?  
Yes  No

## Part 6 - Approval and authorisation

Screened by:	Position/Job Title	Date
Louise Close	Engagement Manager	10/10/16
Approved by:		
Maeve Donnelly	Head of Communications and Engagement	10/10/16

The policy lead should sign and date the policy under the 'screened by' heading. It should then be countersigned by an approver. The Approver should be the senior manager responsible for the policy which would normally be Head of Business. In instances where a screening decision concludes that an EQIA is required then the screening form should be countersigned by the Director instead of the Head of Business.

There are of course a range of issues which may fall within the scope of being novel, contentious or politically sensitive and could only be taken forward following consultation with the Assembly Commission. Where policy screening highlights novel, contentious or politically sensitive issues, once approved by the Director, should be forwarded to the Clerk/Chief Executive for review, prior to proceeding to SMG and the Assembly Commission.

A copy of the completed screening template and any other relevant associated documentation should be forwarded to the Equality Manager.

**ADDITIONAL INFORMATION TO INFORM THE ANNUAL PROGRESS  
REPORT TO THE EQUALITY COMMISSION**

1. Please provide details of any measures taken to enhance the level of engagement with individuals and representative groups.

This amended policy only deals with the mechanics of submitting a valid complaint in specific circumstances. Section 75 complaints and other circumstances for complaints are dealt with by other policies as detailed in the policy.

2. In developing this policy / decision were any changes made as a result of equality issues raised during :

- (a) pre-consultation / engagement;
- (b) formal consultation;
- (c) the screening process; and/or
- (d) monitoring / research findings.

If so, please provide a brief summary including how the issue was identified, what changes were made, and what will be the expected outcomes / impacts for those affected.

None

3. Does this policy / decision include any measure(s) to improve access to services including the provision of information in accessible formats? If so please provide a short summary.

Alternative formats are available and textphone number (along with email address, postal address and telephone number) for contact is provided.

### Introduction

In making a decision as to whether or not there is a need to carry out an equality impact assessment, you should consider your answers to the questions above.

In addition, the screening questions above further assist you in assessing your policy and must be completed. Some of these questions require you to assess the level of impact of the proposed policy on “equality of opportunity” and “good relations”. The scale used when assessing this impact is either “None”, “Minor” or “Major”. The following paragraphs set out what each of these terms mean.

If your conclusion is **none** in respect of all of the Section 75 equality of opportunity and/or good relations categories, then you may decide to screen the policy out. If a policy is ‘screened out’ as having no relevance to equality of opportunity or good relations, you should give details of the reasons for the decision taken.

If your 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 your 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.