



Integrated Impact Assessment

Equality Screening and Rural Needs and Climate Impact Assessment

Hybrid Working Policy

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Part One: Policy Scoping

1. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Equality Screening under Section 75 Act and Rural Needs Impact Assessment under Section 1(1) of the Rural Needs Act (NI) 2016.

Hybrid Working Policy

2. Please tick as appropriate

New Policy

☐

Revised Policy

☒

Corporate Policy

☒

Departmental Policy

☐

If Departmental, please specify which department.....

2b Please indicate which category the activity specified in Question 1 above relates to.

	Policy	Strategy	Plan
Developing a	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adopting a	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Implementing a	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Revising a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Designing a Public Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delivering a Public Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>3a. Please describe the aims of the policy.</p> <p>The purpose of this policy is to set out the principles and procedures by which managers and employees can operate a shared understanding of hybrid working.</p> <p>This policy aims to ensure that those working under a hybrid working arrangement are treated equally to workers based in the workplace and that hybrid working is carried out safely and in accordance with the relevant Council policies and current legislation. It sets out the conditions on which hybrid working is possible and the terms that apply to all hybrid workers.</p> <p>3b. Are there any associated objectives of the policy? If so, what are they?</p> <p>Provide more flexibility for staff and thus improve work/life balance</p>
<p>4. Are there any Section75 groups which might be expected to benefit from the intended policy? If so, explain how</p> <p>All staff, regardless of S75 category, can be considered for hybrid working under this policy although not every position will be suitable.</p>
<p>5. Who initiated or wrote the policy?</p> <p>HR Team</p>
<p>6. Who is responsible for the implementation of the policy?</p> <p>Chief Executive has the overall responsibility for the implementation of this policy. Lead HR Officer will provide advice and guidance Managers Managers will engage with staff and assess the suitability of the post for hybrid working and agree working arrangement to meet service needs. Managers will also ensure risk assessments are in place for each member of staff. Corporate Health and Safety Manager will provide advice and guidance on H&S measures associated with hybrid working and risk assessments. Each individual employee must take responsibility for their own health and safety in the home when carrying out their work. They must meet agreed targets set out in agreement with line manager when working from home.</p>
<p>7. Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?</p> <p>If yes, are they</p> <p><input checked="" type="checkbox"/> Financial</p> <p><input checked="" type="checkbox"/> Legislative</p> <p><input type="checkbox"/> Other, please specify <u>Staff health and wellbeing (e.g. anxiety/isolation)</u></p>

8. Who are the internal/external stakeholders (actual or potential) that the policy will impact upon?	
<input checked="checked" type="checkbox"/>	Staff
<input checked="checked" type="checkbox"/>	Service Users
<input type="checkbox"/>	Other public sector organisations
<input type="checkbox"/>	Voluntary/Community/Trade Unions
<input type="checkbox"/>	Other, Please specify – _____
9. Is this policy associated with any other Council Policy(s)?	
Yes	<input checked="checked" type="checkbox"/>
No	<input type="checkbox"/>
If yes, please state the related policy(s) below. Corporate Health and Wellbeing Policy Recruitment and Selection Policy Absence Management Policy Flexible Leave Policy	
10(a). How does the policy contribute towards the achievement of the Council's strategic objectives?	
This policy lends itself to meeting the Council's corporate values where it is "driven forward by effective and ethical leadership and highly motivated and valued staff who have clear sense of purpose and place".	
11. How does the Council interface with other bodies in relation to the implementation of this policy?	
Council will work with Trade Unions in ensuring the effective and successful implementation of this policy	

Part Two : Equality Screening

2.1 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.

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

Information:

Section 75 category	Details of evidence/information																		
Religious belief	The breakdown detailing the religious belief profile of residents in the Derry City and Strabane District Council is as follows:																		
	<table><tr><th>LGD</th><th>All usual residents</th><th>Catholic</th><th>Protestant and other Christian</th><th>Other religions</th><th>None</th></tr><tr><td>Northern Ireland</td><td>1,810,863</td><td>817,385 (45.14%)</td><td>875,717 (48.36%)</td><td>16,592 (0.92%)</td><td>101,169 (5.59%)</td></tr><tr><td>Derry & Strabane</td><td>147,720</td><td>106,600 (72.16%)</td><td>37,527 (25.40%)</td><td>940 (0.64%)</td><td>2,653 (1.80%)</td></tr></table>	LGD	All usual residents	Catholic	Protestant and other Christian	Other religions	None	Northern Ireland	1,810,863	817,385 (45.14%)	875,717 (48.36%)	16,592 (0.92%)	101,169 (5.59%)	Derry & Strabane	147,720	106,600 (72.16%)	37,527 (25.40%)	940 (0.64%)	2,653 (1.80%)
	LGD	All usual residents	Catholic	Protestant and other Christian	Other religions	None													
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	Derry & Strabane	147,720	106,600 (72.16%)	37,527 (25.40%)	940 (0.64%)	2,653 (1.80%)													
Profile of Council staff by community background as detailed in the Fair Employment Monitoring Return for 2022 is:-																			
Catholic: 73.69% Protestant: 22.02% Non-determined 4.29%																			
Political opinion	<p>The political opinion of the Council's elected members is as follows:</p> <table><tr><td>Sinn Féin</td><td>18 seats</td></tr><tr><td>SDLP</td><td>10 seats</td></tr><tr><td>Democratic Unionist</td><td>5 seats</td></tr><tr><td>Ulster Unionist</td><td>3 seats</td></tr><tr><td>Independents</td><td>3 seats</td></tr><tr><td>People Before Profits</td><td>1 seats</td></tr></table> <p>This breakdown is taken as an approximate representation of the political opinion of people within the Derry City and Strabane District Council area.</p> <p>The Northern Ireland Life and Times Survey 2012 support the view that religious background and voting behaviour in Northern Ireland are closely aligned therefore for the purposes of this impact assessment religion may be viewed as a proxy indicator of political opinion of this impact assessment religion may be viewed as a proxy indicator of political opinion</p>	Sinn Féin	18 seats	SDLP	10 seats	Democratic Unionist	5 seats	Ulster Unionist	3 seats	Independents	3 seats	People Before Profits	1 seats						
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Racial group	<p>The breakdown detailing the ethnic profile of the residents of the new Council area is as follows:</p> <table border="1"> <thead> <tr> <th>Total Usual Residents</th><th>150,757</th></tr> </thead> <tbody> <tr> <td>White</td><td>147,349</td></tr> <tr> <td>Chinese</td><td>350</td></tr> <tr> <td>Irish Traveller</td><td>218</td></tr> <tr> <td>Indian</td><td>818</td></tr> <tr> <td>Pakistani</td><td>103</td></tr> <tr> <td>Bangladeshi</td><td>23</td></tr> <tr> <td>Other Asian</td><td>174</td></tr> <tr> <td>Black Caribbean</td><td>53</td></tr> <tr> <td>Black African</td><td>208</td></tr> <tr> <td>Black Other</td><td>89</td></tr> <tr> <td>Mixed</td><td>933</td></tr> <tr> <td>Other</td><td>189</td></tr> </tbody> </table>	Total Usual Residents	150,757	White	147,349	Chinese	350	Irish Traveller	218	Indian	818	Pakistani	103	Bangladeshi	23	Other Asian	174	Black Caribbean	53	Black African	208	Black Other	89	Mixed	933	Other	189
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Age	<p>The age profile of the Derry and Strabane LGD area in 2021¹ is as follows: Population by age</p> <table border="1"> <thead> <tr> <th>Age</th><th>Mid Year 2021</th></tr> </thead> <tbody> <tr> <td>0-15 years</td><td>29,987</td></tr> <tr> <td>16-64 years</td><td>96,621</td></tr> <tr> <td>65 years and over</td><td>24,157</td></tr> <tr> <td>All Ages</td><td>150,756</td></tr> </tbody> </table> <p>In the Multiple Deprivation Measure Report 2017 it shows that almost 16% of the population in the Council area have an equivalised income of 60% below than the NI median – of these households there are 21% in which there are children aged 15 and under living and 5.4% households where there are people aged 65 years and older living.</p>	Age	Mid Year 2021	0-15 years	29,987	16-64 years	96,621	65 years and over	24,157	All Ages	150,756																
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¹ <https://www.nisra.gov.uk/sites/nisra.gov.uk/files/publications/MYE20-Factsheets.pdf>

	<p>Working from home can keep older people in the workforce for longer - The ONS data also found that, in June and July 2020, those who were working entirely from home were more likely to say they were planning to retire later (11 per cent) compared with those not working from home (5 per cent).</p> <p>In addition, the ONS cited data from the English Longitudinal Study of Ageing COVID-19 sub-study, which found working from home would allow those older workers with a disability or illness to stay in the labour force longer.</p> <p>It noted that one in 10 (10.9 per cent) workers with a long-standing illness, disability or infirmity who work from home said they were now planning to retire later compared to just 5.9 per cent of those not working from home.²</p> <p>Younger workers were less likely to report an overall positive view of homeworking than older workers, with fewer respondents aged between 16 and 29 years reporting "improved work-life balance" or "completing work in a shorter time" than those aged over 30 years. They were also the only age group to overall report more distractions working from home.³</p>		
Marital status	The table below illustrates the marital status profile of the Derry and Strabane LGD:		
	Marital Status	Derry and Strabane LGD	NI
	All usual residents: Aged 16+ years	83663	1431540
	Single (never married or never registered a same-sex civil partnership): Aged 16+ years	46326 (40.39%)	517393 (36.14%)
	Married: Aged 16+ years	49218 (42.92%)	680831 (47.56%)
	In a registered same-sex civil p'ship: Aged 16+ years	93 (0.08%)	1243 (0.09%)
	Separated (but still legally married or still legally in a same-sex civil p'ship): Aged 16+ years	5886 (5.13%)	56911 (3.98%)
	Divorced or formerly in a same-sex civil partnership which is now legally dissolved:	6179 (5.39%)	78074 (5.45%)
	Widowed or surviving partner from a same-sex civil partnership: Aged 16+ yr	6981 (6.09%)	97088 (6.78%)

² <https://www.peoplemanagement.co.uk/news/articles/older-people-work-from-home-more-likely-stay-workforce->
ons#gref

³ <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/employmentandemployeetypes/articles/businessandindividualattitudetowardsthefutureofhomeworkinguk/apriltomay2021>

<p>Sexual orientation</p>	<p>Analysis of the Census 2011 indicates that between 2% and 10% of the population may be lesbian, gay or bisexual.</p> <p>There are currently no or limited statistics that monitor the sexual orientation of the population in NI. The 2019 NI Life and Times found that 90 per cent of respondents identified as "heterosexual or 'straight'"; 2 per cent as "gay" or 'lesbian' (homosexual)"; 1 per cent as "bisexual" and 1 per cent as "Other" (6 per cent declined to answer)⁴. A commonly used estimate of LGBTQ+ people in the UK, accepted by Stonewall UK, is 5 to 7 per cent of the population.</p>
<p>Men and women generally</p>	<p>The estimated population of Derry City And Strabane Local Government District at 30 June 2020 was 151,109, of which 74,358 (49.2%) were male and 76,751 (50.8%) were female.⁵</p> <p>The breakdown for Council staff by gender is Males 59.44% and Females 40.56% as per the Fair Employment Monitoring Return for January 2022.</p> <p>Research has found that remote working created an increased risk for women in terms of missing out on workplace opportunities and regressing towards more traditional role patterns.</p> <p>The permanent switch to more home working following the pandemic will cause rising gender inequality in the workplace, according to experts, unless employers carefully monitor their new working policies to make sure women aren't disadvantaged.</p> <p>Traditionally, more women than men – particularly those with children or caring responsibilities – have requested flexible working.</p> <p>Women were more likely than men to report homeworking gave them more time to complete work and fewer distractions, while men were more likely to report better wellbeing. For men, homeworking aided the creation of new ideas, while for women this was more likely to be seen as a barrier.⁶</p>

⁴ <https://www.ark.ac.uk/nilt/2019/Background/ORIENT2.html>

⁵ <https://www.nisra.gov.uk/statistics/population/mid-year-population-estimates>

⁶ <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/employmentandemployeetypes/articles/businessandindividualattitudetowardsthefutureofhomeworkinguk/apriltomay2021>

Disability	According to the 2011 Census 22.95% of people in the Derry and Strabane LGD have a long-term health problem or disability that limits their day-to-day activities See Table below;				
	Incidence of persons with long-term health problems which limits day to day activities in new Council area-2011				
		All usual residents	Long-term health problem or disability: Day-to-day activities limited a lot	Long-term health problem or disability: Day-to-day activities limited a little	Long-term health problem or disability: Day-to-day activities not limited
	Northern Ireland	1810863	215232 (11.89%)	159414 (8.8%)	1436217 (79.31%)
Derry and Strabane	147720	20710 (14.02%)	13193 (8.93%)	113817 (77.05%)	
	Hybrid working has the potential to increase inclusion, especially through opening up job opportunities for disabled people, those with long-term health conditions or caring responsibilities, or others who may find it more difficult to commute or work for the whole time in an office or other workplace environment. Hybrid working may also amount to a reasonable adjustment under the Disability Discrimination Act ⁷				
Dependant	According to the 2011 Census 37.65% of households in the Derry and Strabane LGD have a dependant as compared to the Northern Ireland average of 33.85% households;				

⁷ https://www.cipd.co.uk/Images/hybrid-working-practical-guidance-2021_tcm18-103709.pdf

	All households	Married or in a registered same-sex civil partnership couple: Dependent children	Cohabiting couple: Dependent children	Lone parent: Dependent children	Other household types: With dependent children
Northern Ireland	703275	138677 (19.72%)	16186 (2.3%)	64228 (9.13%)	18980 (2.7%)
Derry and Strabane	55596	10370 (18.65%)	1097 (1.97%)	7284 (13.1%)	2187 (3.93%)

Working from home has been a positive for some carers and challenge for others. New research carried out by Carers UK has found that 52% of carers agree that working flexibly in the pandemic has enabled them to more effectively balance work and care. Others commented that it helped them to protect the person they cared for.⁸

However, 63% of carers also state that work outside the home gives them a break from their caring role

It is clear that home working is not the preferred outcome for all working carers, many of whom would rather some return to the office or workplace to alleviate feelings of isolation. Others have commented about the intensity of the caring role when working from home and caring from home.

Hybrid models, tailored approaches are the way forward for carers to enable them to juggle work and care and support their health and wellbeing.⁹

2.2 Equality Needs, experiences and priorities

⁸ Carers UK (2021) **Carers Rights Day Report 2021** - https://www.carersuk.org/images/News_and_campaigns/Carers_Rights_Day/CRD_2021/Carers_Rights_Day_report_2021.pdf

⁹ Ibid p11

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	No specific needs or potential adverse impacts have been identified.
Political opinion	No specific needs or potential adverse impacts have been identified
Racial group	No specific needs or potential adverse impacts have been identified
Age	No specific needs or potential adverse impacts have been identified. Research has indicated that that older staff may be more likely to have caring or childcare responsibilities and may avail of this policy more. However, prior to March 2020 all staff worked predominantly in the office, and hybrid working will create additional flexibilities for staff to support their work-life balance and personal circumstances; therefore we are not aware of particular needs/priorities here relating to age that might to be considered.
Marital status	No specific needs or potential adverse impacts have been identified
Sexual orientation	No specific needs or potential adverse impacts have been identified
Men and women generally	No specific needs or potential adverse impacts have been identified
Disability	No specific needs or potential adverse impacts have been identified. Staff with disabilities may have found it easier to work remotely because of commuting etc. Staff are already supported with reasonable adjustments being made for office working and this would be extended to home working as a result of appropriate risk assessment.
Dependants	No specific needs or potential adverse impacts have been identified. Hybrid working may impact parents and carers differently to those without dependents - potentially either positively or negatively depending on individual circumstances. For example, we note that some parents may have found not commuting to an office easier to manage childcare and hence consider returning to office working will impact them; conversely some parents have found it difficult to work from home with children/dependents/wider family, for instance). However, prior to March 2020 all of our staff worked predominantly from the office, including those with dependents. - this new hybrid working approach a part of a return to a new blended way of working will create additional flexibilities which will benefit this grouping.

2.3 Screening questions

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	Offers the opportunity to work fewer hours or more flexibly for those approaching retirement.	Minor – positive
Marital status	None	
Sexual orientation	None	
Men & women generally	Women were more likely than men to report homeworking gave them more time to complete work and fewer distractions, while men were more likely to report better wellbeing. For men, homeworking aided the creation of new ideas,	Minor – positive
Disability	Increased flexibility may offer opportunities for individuals with disabilities to work at home which may better suit their needs. Potentially a reduced requirement to travel to and from a central office will enable more people access to work.	Minor – Positive
Dependants	Increased flexibility may offer opportunities for individuals who may not have been able to work previously due to other commitments such as caring responsibilities.	Minor - Positive

2.4 Equality of Opportunity

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	Council can ensure that managers have good communication with staff in office and at home, providing timely information which can help keep everyone in the loop and no one is getting left behind –e.g. team briefing sessions	
Political opinion		
Racial group		
Age	Council can also employ performance management tools to track work and productivity is useful. By applying the same measures for everyone the playing field can be levelled,	
Marital status		
Sexual orientation	The hybrid workplace allows you to monitor through Performance reviews: both from employer and employee perspective.	
Men & women generally		
Disability	Keep all staff aware of training opportunities both in person training and virtual	
Dependants	The potential inequity is minimized. If everyone is afforded the right to be considered for hybrid working if their service area is suitable – they then should have the same flexibility, the same in-person time in the office and the same amount of time working from home.	

2.5 Good Relations

Are there opportunities to better promote good relations between Section 75 equality categories through tackling prejudice and/or promoting understanding?	
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If Yes, the policy will be considered by a Designated Working Group	
Section 75 category	
Religious belief	
Political opinion	
Racial group	

2.6 Disability Duties

4. Is there evidence to suggest that this policy would promote positive attitudes towards people with a disability?	
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If Yes, provide details of opportunities identified (including details of consultation with relevant stakeholders)	
Research carried out by by Virgin Media O2 Business and the Centre for Economics and Business Research, states that remote working in the UK would allow 45% of those out-of-work to seek employment, with 52% of unemployed care sector employees happy to work remotely along with 49% of parents and 40% of unemployed disabled people. This translates to 1.2 million parents, 1.5 million people with disabilities, 500,000 with caring responsibilities and 600,000 others who are currently out of work. ¹⁰	
5. Is there evidence to suggest that this policy would encourage the participation of people with a disability in public life?	
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If Yes, provide details of opportunities identified (including details of consultation with relevant stakeholders)	
See Above	

Additional considerations

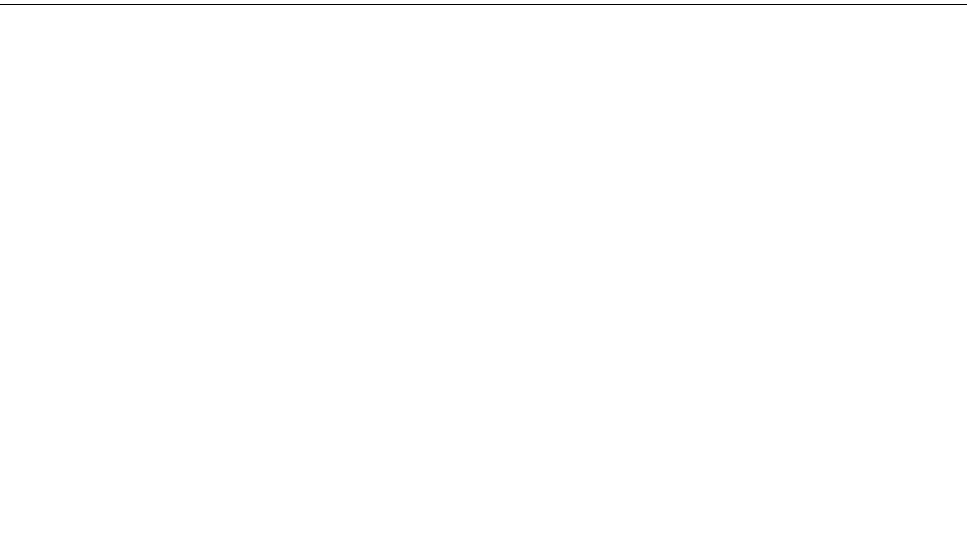
¹⁰ <https://www.hrmagazine.co.uk/content/news/hybrid-working-not-a-panacea-for-inclusivity>

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).

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



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

The Hybrid Working Policy is not deemed to have any adverse impact on Section 75 categories. This is a Council wide policy and can be accessed by staff where the service area allows.

Prior to March 2020 all staff worked predominantly from the office - this new hybrid working approach a part of a return to a new blended way of working and will potentially create additional flexibilities and better work/life balance. This will benefit staff in all S75 groupings within suitable service areas..

If the decision is **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

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

2.8 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?

If so, give the reasons to support your decision, together with the proposed changes/amendments or alternative policy.

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2.9 Monitoring Arrangements

Provide details of the monitoring arrangements that will be in place to ensure that there are no adverse impacts as a result of the implementation of this policy.

This pilot policy will be subject to review after an 18-month period and the impact on staff and service will be assessed at that point.

Part Three: Rural Needs Impact Assessment

3.1 Which definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition) ☒

Other Definition (Provide details and the rationale below) ☐

A definition of 'rural' is not applicable ☐

Details of alternative definition of 'rural' used

Rationale for using alternative definition of 'rural'

3.2 Understanding the impact of the Policy, Strategy, Plan or Public Service

3.2a. Is the Policy, Strategy Plan or Public Service intended to impact on people in rural areas?

Yes

☐

No ☒

If the response is No go to Section 3.2e

3.2b. Please explain how the Policy, Strategy, Plan or Public Service is intended to impact on people in rural areas

N/A

3.2c. If the Policy, Strategy, Plan or Public Service is intended to impact on people in rural areas differently from people in urban areas, please explain how it will impact people in rural areas differently

N/A

3.2d. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is intended to impact on	
Rural Businesses	<input type="checkbox"/>
Rural Tourism	<input type="checkbox"/>
Rural Housing	<input type="checkbox"/>
Jobs or Employment in Rural Areas	<input type="checkbox"/>
Education or Training in Rural Areas	<input type="checkbox"/>
Broadband or Mobile Communications in Rural Areas	<input type="checkbox"/>
Transport Services or Infrastructure in Rural Areas	<input type="checkbox"/>
Health or Social Care Services in Rural Areas	<input type="checkbox"/>
Poverty in Rural Areas	<input type="checkbox"/>
Deprivation in Rural Areas	<input type="checkbox"/>
Rural Crime or Community Safety	<input type="checkbox"/>
Rural Development	<input type="checkbox"/>
Other (Please state) _____	
(If the response to Section 3.2a was yes go to 3.3a)	
3.2e Please explain why the Policy, Strategy, Plan or Public Service is NOT intended to impact on people in rural areas	
<p>Hybrid working will be offered to all staff in suitable service areas regardless of whether they are based in urban or rural areas</p>	

3.3 Identifying the Social and Economic Needs of Persons in Rural Areas			
3.3a. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?			
Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If the response is NO GO TO Section 3.3e			
3.3b. Please indicate which of the following methods or information sources we used by the Public Authority to identify the social and economic needs of people in rural areas			
Consultation with Rural Stakeholders	<input type="checkbox"/>	Published Statistics	<input type="checkbox"/>
Consultation with Other Organisations	<input type="checkbox"/>	Research Papers	<input checked="" type="checkbox"/>
Surveys or Questionnaires	<input type="checkbox"/>	Other Publications	<input type="checkbox"/>
Other Methods or Information Sources (include details below)			<input type="checkbox"/>
3.3c Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.			
https://www.ulster.ac.uk/_data/assets/pdf_file/0011/1076762/UUEPC-Future-of-Remote-Working-in-NI-February-2022-Full-Report.pdf https://www.oecd.org/regional/PH-Remote-working-G7.pdf			
3.3d. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?			
(If the response to Section 3.3a was Yes go to Section 3. 4a)			
3.3e. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas??			
The hybrid working arrangements will be offered to all staff in suitable service areas regardless of whether they are in rural or urban area.			

3.4 – Considering the Social and Economic Needs of Persons in Rural Areas

3.4a. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas identified by the Public Authority.

N/A

3.5 – Influencing the Policy, Strategy, Plan or Public Service

3.5a. Has the development, adoption, implementation or revision of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes

☐

No

☒

If the response is **NO** GO TO Section **5C**

3.5b. Please explain how the development, adoption, implementation or revision of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified

3.5c. Please explain why the development, adoption, implementation or revision of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified

The hybrid working arrangements will be offered to all staff working in suitable service areas regardless of whether they live in rural or urban areas

Part Four: Climate Change Screening

4.1 What impact will the policy/proposal/plan have on the reduction of greenhouse gas emissions?

Beneficial impact (Reduce emissions)



A mixed impact (Good & Bad)



Negative impact (Harmful / increase emissions)



No impacts / Not applicable



Don't know



Research has shown that Transport emissions account for 21% of the UK's carbon footprint, and every day, employees spend 4.6 million hours commuting. One study found that 98% of a person's carbon emissions incurred at work were down to their commute; what's more, because of the rigidity of standard working hours, commuters are often stuck in traffic jams accounting for millions of tons of wasted greenhouse gases.

There are [other environmental benefits](#) to home working besides losing the polluting commute. When a person works from home, they're much less likely to consume plastic-packaged convenience food and drink, and they're free to make their working environment greener – by using energy saving lightbulbs and recycled paper for example. They'll also use [half the energy running their home computer](#) than similar equipment would eat up in the office.

¹¹ & ¹²

¹¹ <https://www.triplepundit.com/story/2011/remotely-green-why-working-home-ultimate-green-move/77221>

¹² <https://www.prca.org.uk/SustainableCommsIndustry#:~:text=When%20a%20person%20works%20from,and%20recycled%20paper%20for%20example.>

4.2 Does the policy/proposal/plan consider initiatives to reduce greenhouse gas emissions, e.g. sustainable transport, zero waste circular economy principles, renewable and efficient energy, and green infrastructure?

Yes (please explain)



This policy is will help to reduce emissions generated by employees daily commute by allowing them to reduce travel in the first place. Analysis by the International Energy Agency (IEA) found that for people who commute by car, working from home is likely to reduce their carbon footprint if their journey to the office is longer than 6 kilometers. The IEA also found that if everybody who is able to work from home globally did so just one day a week, it would save around 1 percent of global oil consumption for road passenger transport each year.

Even taking into account the increased use of household electricity, the overall impact would be an annual decline of 24 million tonnes of CO2 – equivalent to the annual emissions of Greater London. The COVID-19 pandemic has forced millions of people to work from home. A simple but highly effective way for companies to help the environment is to allow the flexible working trend to continue.

No

☐

Not applicable

☐

4.3 Will the policy/proposal/plan be impacted by the effects of climate change e.g. flooding, sea level rise, heat stress, poor air quality, and habitat and biodiversity loss?

Impacted

☐

A mixed impact (Good & Bad)

☐

Not Impacted

☒

Not applicable

☐

Don't know

☐

4.4 What impact will the policy/proposal/ plan have on the resilience to the adverse effects of climate change, e.g. flooding, sea level rise, heat stress, poor air quality, and habitat and biodiversity loss?

Beneficial impact (Improve resilience)	<input checked="" type="checkbox"/>	It will help to improve air quality
A mixed impact (Good & Bad)	<input type="checkbox"/>	
Negative impact (Harmful / reduce resilience)	<input type="checkbox"/>	
No impacts / Not applicable	<input type="checkbox"/>	
Don't know	<input type="checkbox"/>	

4.5 Does the policy/proposal/ plan consider initiatives to reduce the adverse effects of climate change, e.g. avoid construction in flood risk areas, emergency and resilience planning measures, green infrastructure?

Yes (please explain)	<input type="checkbox"/>
.....	
No	<input type="checkbox"/>
Not applicable	<input checked="" type="checkbox"/>

4.6 Does the policy/proposal /plan require further detailed assessment e.g. whole life carbon assessment, climate change risk analysis?

Yes (please explain)	<input type="checkbox"/>
.....	
No	<input checked="" type="checkbox"/>
Not applicable	<input type="checkbox"/>

Part Five: Privacy impact assessment screening questions

These questions are intended to help decide whether a PIA is necessary. Answering 'yes' to any of these questions is an indication that a PIA would be a useful exercise.

- Will the project involve the collection of new information about individuals? ☐
- Will the project compel individuals to provide information about themselves? ☐
- Will information about individuals be disclosed to organisations or people who have not previously had routine access to the information? ☐
- Are you using information about individuals for a purpose it is not currently used for, or in a way it is not currently used? ☐
- Does the project involve you using new technology which might be perceived as being privacy intrusive? For example, the use of biometrics or facial recognition. ☐
- Will the project result in you making decisions or taking action against individuals in ways which can have a significant impact on them? ☐
- Is the information about individuals of a kind particularly likely to raise privacy concerns or expectations? For example, health records, criminal records or other information that people would consider to be particularly private. ☐
- Will the project require you to contact individuals in ways which they may find intrusive? ☐

Part Six - Approval and authorisation

Conclusions

(Details to be reflected in the relevant committee report.)

- The policy has been screened out for equality impact assessment.
- The development, adoption, implementation or revision of the Policy, or the design or delivery of the Public Service, has not been* influenced by the rural needs identified in the impact assessment.
- The policy does not require further detailed assessment in terms of climate change and adaption
- The policy does not require* further assessment in terms of data protection / privacy

Screening / impact assessment completed by:	Position/Job Title	Date
Mary McLaughlin	HR Advisor	23 rd January 2025
	Policy Officer (Equality)	
Approved by:		
Paula Donnelly	Lead HR Officer	23 rd January 2025

Note: A copy of this questionnaire, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the public authority's website as soon as possible following completion and made available on request.