

Equality and Human Rights Screening

Conflict of Interests Policy

The Children's Court Guardian Agency for NI is required to address the 4 questions below in relation to all its policies. This template sets out a proforma to document consideration of each question.

1. 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)
2. Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?
3. To what extent is the policy likely to impact on good relations between people of a different religious belief, political opinion or racial group?
(minor/major/none)
4. Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

As part of the audit trail documentation needs to be made available for all policies and decisions examined for equality and human rights implications. The screening template is a pro forma to document consideration of each screening question.

For information (evidence, data, research etc.) on the Section 75 equality groups see the Equality and Human Rights Information Bank on the BSO website: [Equality Screening - Business Services Organisation \(BSO\) Website](#)

1. INFORMATION ABOUT THE POLICY OR DECISION

1.1 Title of policy or decision

Conflict of Interests Policy

1.2 Description of policy or decision:

- **What is it trying to achieve (aims and objectives)?**
- **How will this be achieved (key elements)?**
- **What the key constraints (for example financial, legislation or other)?**

The Children's Court Guardian Agency for Northern Ireland (CCGANI) is committed to ensuring the highest possible standards of conduct in all that it does. It is therefore essential that all employees adhere to the HSC Code of Conduct.

As a public body, the Agency must ensure that conflicts of interest are identified and managed in a way that safeguards the integrity of staff and maximises public confidence in the Agency's ability to deliver a public service.

This Policy covers the four main stages to work through in relation to conflicts of interest:

- Identifying a conflict of interest – actual, potential or perceived
- Declaring conflicts of interest
- Managing conflicts of interest; and
- Publishing registers of interest

The Agency will process the personal information you provide in the enclosed Declaration Form for the purposes of assessing declarations only, and in line with the General Data Protection Regulation (GDPR) and Data Protection Act 2018.

The purpose of this Policy is to ensure that individuals covered by the scope

of the policy are aware that they must take decisions free from any actual, potential or perceived situations of undue bias or influence in the decision-making of CCGANI.

The aims of this policy are to:

- Promote high standards in public life, ensuring that staff and Board members uphold the “Seven Principles of Public Life” known as the Nolan Principles:
 - (i) Selflessness
 - (ii) Integrity
 - (iii) Objectivity
 - (iv) Accountability
 - (v) Openness
 - (vi) Honesty
 - (vii) Leadership
- Set out the standards of conduct expected of all staff where their private interests might conflict with their duties as an employee / Board member and the steps CCGANI will take to safeguard itself against potential conflicts of interest.
- Protect CCGANI, its staff and Board members from any appearance of impropriety which may be a risk to its reputation or a breach of the Bribery Act 2010.

1.3 Main stakeholders affected (internal and external)

For example staff, actual or potential service users, other public sector organisations, voluntary and community groups, trade unions or professional organisations or private sector organisations or others

- CCGANI Employees
- CCGANI Self-Employed
- CCGANI Board

- NI Court Service
- CCGANI Solicitor Panel
- HSCNI Trusts
- Children and young people
- Voluntary/Community organisations with links to CCGANI
- Private companies/public sector organisations who provide goods and services to CCGANI

1.4 Other policies or decisions with a bearing on this policy or decision.

- **What are they? / Who owns them?**
 - Department of Health, Code of Conduct for Board Members
 - Department of Health, Code of Conduct for HSC Employees, 2016
 - CCGANI Gifts, Hospitality & Sponsorship Policy, 2026
 - CCGANI Anti-Fraud and Anti-Bribery Policy, and Fraud Response Plan
 - DoF 07/21 revised 4 July 2023 Guidance on Conflicts of Interest – Employment Related Legal Cases
 - NIAO Conflicts of Interest: A Good Practice Guide, 2015
 - General Data Protection Regulation (GDPR)
 - Data Protection Act 2018
 - The Nolan Principles
 - Bribery Act 2010

2. CONSIDERATION OF EQUALITY AND GOOD RELATIONS ISSUES AND EVIDENCE USED

2.1 Data Gathering

What information did you use to inform this equality screening? For example, previous consultations, statistics, research, Equality Impact Assessments (EQIAs), complaints. Provide details of how you involved stakeholders, views of colleagues, services users, staff side or other stakeholders.

- Census 2021
- Workforce Data (HRPTS)

2.2 Quantitative Data

Who is affected by the policy or decision? Please provide a statistical profile. Note if policy affects both staff and service users, please provide profile for both.

Category	What is the makeup of the affected group (%)? Are there any issues or problems? For example, a lower update that needs to be addressed or greater involvement of a particular group?				
Gender	<p>Children’s Court Guardian Agency staff data September 2025:</p> <table border="1" style="margin-left: 20px;"> <tr> <td>Male</td> <td>14.29%</td> </tr> <tr> <td>Female</td> <td>85.71%</td> </tr> </table> <p>Population Profile</p> <p>The population of Northern Ireland based on NISRA Census Data as at 2021 was 1,903,175</p> <p>Males 936,131 (49.2%) Females 967,044 (50.8%)</p>	Male	14.29%	Female	85.71%
Male	14.29%				
Female	85.71%				

No questions relating to gender identity were asked in the NI Census.

Age

Children’s Court Guardian Agency staff data September 2025:

16-24	0.00%
25-29	1.30%
30-34	2.60%
35-39	10.39%
40-44	19.48%
45-49	11.69%
50-54	18.18%
55-59	22.08%
60-64	10.39%
>=65	3.90%

Population Profile

The population demographic by age within Northern Ireland (NISRA 2021)

0-4	113,820	6%
5-9	124,475	7%
10-14	136,918	7%
15-19	113,203	5.95%
20-24	111,386	5.85%
25-29	116,409	6.12%
30-34	126,050	6.62%
35-39	127,313	6.69%
40-44	122,163	6.42%
45-49	121,670	6.39%
50-54	130,967	6.88%
55-59	129,276	6.79%
60-64	113,049	5.94%
65-69	93,464	4.91%
70-74	83,467	4.39%

	75-79	66,377	3.49%
	80-84	43,776	2.30%
	85-89	25,879	1.36
	90 and over	13,512	0.71
Religion / Community Background	Children's Court Guardian Agency staff data September 2025:		
	Perceived Protestant	2.60%	
	Protestant	27.27%	
	Perceived Roman Catholic	2.60%	
	Roman Catholic	38.96%	
	Neither	0.00%	
	Perceived Neither	0.00%	
	Not assigned	28.57%	
	Population Profile from Census 2021:		
	42.31% of population from a Catholic background		
	37.36% of population from Protestant and other Christian background		
	20.33% of population from other religions, no religion or religion not stated		
Political Opinion	Children's Court Guardian Agency staff data September 2025:		
	Broadly Nationalist	7.79%	
	Other	3.90%	
	Broadly Unionist	6.49%	
	Not assigned	67.53%	
	Do not wish to answer	14.29%	
	Population Profile (Census 2021)		
	Total NI Residents: 1,903,178		
	British only	606,263	31.86%
	Irish only	554,415	29.13%

Northern Irish only	376,444	19.78%
British and Irish only	11,768	0.62%
British and Northern Irish only	151,327	7.95%
Irish and Northern Irish only	33,581	1.76%
British, Irish and Northern Irish only	28,050	1.47%
Other	141,327	7.43%

Marital Status	Children’s Court Guardian Agency staff data September 2025:		
	Divorced	2.60%	
	Married/Civil Partnership	40.26%	
	Other	3.90%	
	Separated	0.00%	
	Single	10.39%	
	Unknown	42.86%	
	Widow/er	0.00%	
	Not Assigned	0.00%	
	Population Profile (Census 2021)		
Total NI Residents (over the age of 16: 1,514,743			
Single (never married)	576,708	38.07%	
Married	690,509	45.59%	
In a civil partnership	2,472	0.18%	
Separated (bt still legally married or still legally in a civil partnership)	57,272	3.78%	
Divorced or formerly I a civil partnership which is now legally dissolved	91,128	6.02%	
Widowed or surviving partner from a civil partnership	96,384	6.36%	

Dependent Status	Children’s Court Guardian Agency staff data September 2025:		
	Yes	20.78%	
	Not assigned	67.53%	
	No	11.69%	
	Population Profile (Census 2021)		
	Total Households with dependent children 768,809		
	No children in household	423,956	55.14%
	No dependent children in household/All children in household non-dependent	120,314	15.65%
	One dependent child aged 0-4	27,233	3.54%
	One dependent child aged 5-11	21,123	2.75%
	One dependent child aged 12-18	39,203	5.10%
	Two dependent children, youngest aged 0-4	32,598	4.24%
	Two dependent children, youngest aged 5-11	36,534	4.75%
Two dependent children, youngest aged 12-18	18,532	2.41%	
Three or more dependent children, youngest aged 0-4	24,120	3.14%	
Three or more dependent children, youngest aged 5-11	21,677	3.14	
Three or more dependent children, youngest aged 12-18	3,519	0.46	
Table 17: Provision of unpaid care ('Provision of unpaid care' covers looking after, giving help or support to anyone because they have long-term physical or mental health conditions or illnesses, or problems related to old age. It excludes any			

	<p>activities carried out in paid employment.)</p> <p>Northern Ireland All usual residents aged 5 and over 1,789,348 Percentage of usual residents aged 5 and over who provide:</p> <p>No unpaid care 87.58% 1-19 hours unpaid care per week 5.63% 20-34 hours unpaid care per week 1.38% 35-49 hours unpaid care per week 1.57% 50+ hours unpaid care per week 3.84%</p>															
Disability	<p>Children’s Court Guardian Agency staff data September 2025</p> <table border="1" data-bbox="411 875 944 1028"> <tr> <td>No</td> <td>58.44%</td> </tr> <tr> <td>Not assigned</td> <td>40.26%</td> </tr> <tr> <td>Yes</td> <td>1.30%</td> </tr> </table> <p>NI Population Profile 2021 Census</p> <p>Total NI Household 768,810</p> <table border="1" data-bbox="411 1292 1463 1592"> <tr> <td>No residents have a limiting long-term health problem or disability</td> <td>423,945</td> <td>55.14%</td> </tr> <tr> <td>1 resident has a limiting long-term health problem or disability</td> <td>258,537</td> <td>33.63%</td> </tr> <tr> <td>2 or more residents have a limiting long-term health problem or disability</td> <td>86,328</td> <td>11.23%</td> </tr> </table>	No	58.44%	Not assigned	40.26%	Yes	1.30%	No residents have a limiting long-term health problem or disability	423,945	55.14%	1 resident has a limiting long-term health problem or disability	258,537	33.63%	2 or more residents have a limiting long-term health problem or disability	86,328	11.23%
No	58.44%															
Not assigned	40.26%															
Yes	1.30%															
No residents have a limiting long-term health problem or disability	423,945	55.14%														
1 resident has a limiting long-term health problem or disability	258,537	33.63%														
2 or more residents have a limiting long-term health problem or disability	86,328	11.23%														

Ethnicity	Children’s Court Guardian Agency staff data September 2025:		
	Not assigned	64.94%	
	White	35.06%	
	Other	0.00%	
	Black African	0.00%	
	Indian	0.00%	
	Chinese	0.00%	
	Population Profiles (Census 2021)		
	Total NI Residents: 1,903,178		
	White	1,837,575	96.55%
	Irish Traveller	2,609	0.14%
	Roma	1,529	0.08%
	Indian	9,881	0.52%
Chinese	9,495	0.50%	
Filipino	4,451	0.23%	
Pakistani	1,596	0.08%	
Arab	1,817	0.10%	
Other Asian	5,244	0.28%	
Black African	8,069	0.42%	
Black Other	2,963	0.16%	
Mixed	14,382	0.76%	
Other ethnicities	3,568	0.19%	
Sexual Orientation	Children’s Court Guardian Agency staff data September 2025:		
	Do not wish to answer	1.30%	
	Not assigned	67.53%	
	Opposite sex	29.87%	
	Both Sexes	0.00%	
	Same sex	1.30%	
	Population Profile (Census 2021):		

	Total NI Residents: 1,514,743		
	Straight or heterosexual	1,363,859	90.04%
	Gay or Lesbian	17,713	1.17%
	Bisexual	11,306	0.75%
	Other sexual orientation	2,597	0.17%
	Prefer not to say	69,307	4.58%
	Not stated	49,961	3.30%

2.3 Qualitative Data
What are the different needs, experiences and priorities of each of the categories in relation to this policy or decision and what equality issues emerge from this? Note if policy affects both staff and service users, please discuss issues for both.

Category	Needs and Experiences
Gender	There are no specific needs identified in relation to this Section 75 category.
Age	There are no specific needs identified in relation to this Section 75 category.
Religion	There are no specific needs identified in relation to this Section 75 category.
Political Opinion	There are no specific needs identified in relation to this Section 75 category.
Marital Status	There are no specific needs identified in relation to this Section 75 category.
Dependent Status	There are no specific needs identified in relation to this Section 75 category.
Disability	Consideration of alternative formats when communicating the policy in order to allow a full understanding of the policy.

Ethnicity	Where necessary the policy may require to be translated into alternative languages.
Sexual Orientation	There are no specific needs identified in relation to this Section 75 category.

2.4 Making Changes Based on the equality issues you identified in 2.2 and 2.3, what changes did you make or do you intend to make in relation to policy or decision in order to promote equality of opportunity?	
In developing the policy or decision what did you do or change to address the equality issues you identified?	What do you intend to do in future to address the quality issues you identified?
The measures to be undertaken in respect of access to the Policy for the equality groups of Disability and Ethnicity as given in paragraph 2.3 Qualitative Data.	

2.5 Good Relations What changes to the policy or decision – if any – or what additional measures would you suggest to ensure that it promotes good relations? (Refer to guidance notes for guidance on impact.)		
Group	Impact	Suggestions
Religion	N/A	N/A
Political Opinion	N/A	N/A
Ethnicity	N/A	N/A

3. SHOULD THE POLICY OR DECISION BE SUBJECT TO A FULL EQUALITY IMPACT ASSESSMENT?

A full equality impact assessment (EQIA) is usually confined to those policies or decisions considered to have major implications for equality of opportunity.

How would you categorise the impacts of this decision or policy? (Refer to guidance notes for guidance on impact.)

Please tick:

Major impact	
Minor impact	x
No further impact	

Do you consider that this policy or decision needs to be subjected to a full equality impact assessment?

Please tick:

Yes	
No	x

Please give reasons for your decisions:

It is not felt that a full EQIA will highlight any further issues with regards to equality of opportunity for the Section 75 groups.

4. CONSIDERATION OF DISABILITY DUTIES

4.1 In what ways does the policy or decision encourage disabled people to participate in public life and what else could you do to do so?	
How does the policy or decision currently encourage disabled people to participate in public life?	What else could you do to encourage disabled people to participate in public life?
N/A	

4.2 In what ways does the policy or decision promote positive attitudes towards disabled people and what else could you do to do so?	
How does the policy or decision currently promote positive attitudes towards disabled people?	What else could you do to promote attitudes towards disabled people?
N/A	

5. CONSIDERATION OF HUMAN RIGHTS

5.1 Does the policy or decision affect anyone's Human Rights? Complete for each of the articles.	
Article	Yes/No
Article 2: Right to Life	No
Article 3: Right to freedom from torture, inhuman or degrading treatment or punishment.	No
Article 4: Right to freedom from slavery, servitude and forced or compulsory labour.	No
Article 5: Right to liberty and security of person.	No
Article 6: Right to a fair and public trial within a reasonable time.	No
Article 7: Right to freedom from retrospective criminal law and no punishment without law.	No
Article 8: Right to respect for private and family life, home and correspondence.	No
Article 9: Right to freedom of thought, conscience and religion.	No
Article 10: Right to freedom of expression.	No
Article 11: Right to freedom of assembly and association.	No
Article 12: Right to marry and found a family.	No
Article 14: Prohibition of discrimination in the enjoyment of the convention rights.	No
1 st protocol Article 1: Right to a peaceful enjoyment of possessions and protection of property.	No
1 st protocol Article 2: Right of access to education.	No

If you have answered no to all of the above please move on to Question 6 on Monitoring.

5.2 If you have answered yes to any of the Articles in 5.1, does the policy or decision interfere with any of these rights? If so, what is the interference and who does it impact upon?			
List the Article Number	Interfered with? Yes/No	What is the interference and who does it impact upon?	Does this raise legal issues?* Yes/No
N/A			

*It is important to speak to your line management on this and if necessary seek legal opinion to clarify this.

5.3 Outline any actions which could be taken to promote or raise awareness of human rights or to ensure compliance with the legislation in relation to the policy or decision.
N/A

6. MONITORING

6.1 What data will you collect in the future in order to monitor the effect of the policy or decision on any of the categories (for equality of opportunity or good relations, disability duties and human rights)?		
Equality & Good Relations	Disability Duties	Human Rights
This guidance will be reviewed periodically and will consider impact on section 75 groups and good relations.		

Approved Lead Officer: Jennifer Ferguson

Position: Head of Corporate Services

Date: 09/03/2026

Policy/Decisions Screened by: Sinéad Casey

Please note that having completed the screening you are required by statute to publish the completed screening template, as per your organisation's equality scheme. If a consultee, including the Equality Commission, raises a concern about a screening decision based on supporting evidence, you will need to review the screening decision.

Any request for this document in another format or language will be considered.