

<b>Report on</b>	Data Handling Policy (Access NI) Policy on the Recruitment of Ex-Offenders
<b>Reporting Officer</b>	Marissa Canavan, Director of Organisational Development
<b>Contact Officer</b>	Sinead McAleer

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

<b>1.0</b>	<b>Purpose of Report</b>
1.1	<p>To seek members approval for</p> <ul style="list-style-type: none"> <li>• A Data Handling (Access NI) Policy for Mid Ulster District Council.</li> <li>• A Policy on the Recruitment of Ex-Offenders for Mid Ulster District Council.</li> </ul>
<b>2.0</b>	<b>Background</b>
2.1	<p>Two policies/procedures for consideration:- Data Handling Policy (Access NI) and Policy on the Recruitment of Ex-Offenders</p> <p>Both are model templates and have been considered by the Human Resources Policy Working group and unions have been consulted.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The aim of the Data Handling Policy (Access NI) is to ensure Mid Ulster District Council complies fully with Access NI's Code of Practice regarding the correct handling, use, storage, retention and disposal of Disclosure Applications and Disclosure Information &amp; with its obligations under Data Protection Act 1998 &amp; other relevant legislative requirements with regard to the safe handling, storage, retention and disposal of Disclosure Information.</p> <p>The aim of the Policy on the Recruitment of Ex-Offenders is to ensure Mid Ulster District Council undertakes to treat all applicants for positions fairly and not to discriminate unfairly or unlawfully against the subject of a Disclosure on the basis of conviction or other information received.</p>
	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: N/A Human: N/A</p>

<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/A
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to approve <ul style="list-style-type: none"> <li>• Data Handling (Access NI) Policy for Mid Ulster District Council.</li> <li>• Policy on the Recruitment of Ex-Offenders for Mid Ulster District Council</li> </ul>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	Data Handling Policy (Access NI) Policy on the Recruitment of Ex-Offenders