

ARMAGH CITY, BANBRIDGE AND CRAIGAVON BOROUGH COUNCIL

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1.0 INTRODUCTION

Armagh City, Banbridge and Craigavon Borough Council is committed to making sure decisions are evidence-based, taking into account the views and experiences of all our stakeholders including residents, businesses and service customers. Seeking the views and opinions of the communities we serve, and all our stakeholders is vital to making informed decisions. We are committed to undertaking consultations with a 'one council approach' using clear, robust and accountable processes.

Public Consultation is the process by which we seek views and opinions to inform our decision-making and continually improve service delivery. Listening to what people have to say about certain policies or proposals on the services we provide and about what they want to see happen in the Borough will lead to better, more responsive services and ultimately an improved quality of life for all. It is an essential step forming part of our overall Community Engagement to obtain public feedback on analysis, alternatives and or decisions.

This Policy will help co-ordinate and promote best practice to those involved in conducting and reporting on public consultation.

2.0 AIM / PURPOSE

The aim of this Policy is to improve the services and operations of the Council by understanding the views of our stakeholders who are affected by our decisions. It sets the context and guiding principles on public consultation for Council.

The purpose of the policy is to:

- To improve the quality and reach of public consultation.
- To develop our ability to make effective use of public consultation techniques.
- To maximise equality of public consultation.

3.0 SCOPE

This Policy covers all statutory and non-statutory public consultations undertaken or commissioned by Council. However, it is not applicable in any instance where there is already a defined statutory process for consultation e.g. consultation in relation to planning applications or the Local Development Plan.

A separate process led by Human Resources exists for employee and Trade Union consultation; therefore, this Policy does not include consultation in relation to employee related matters. This Policy does apply to any Third Party undertaking public consultation on behalf of Council.

4.0 POLICY DETAIL

Public Consultation is the formal stage of seeking views on proposed strategies/policies /plans etc. from our residents, ratepayers, businesses, charities, voluntary and community sector, statutory partners, other public bodies, Section 75 Groups and anyone with an interest in Council business or the subject area being consulted on. This normally follows a period of internal and external stakeholder engagement when views and opinions are sought to inform draft policy/proposal development prior to public consultation.

In line with “A Fresh Start– The Stormont Agreement Guidelines on Good Practice in Public Consultation Engagement”, we aim as far as is practicable to:

- (i) enhance decision-making by ensuring all voices are heard and all relevant data is considered;
- (ii) improve the acceptability of decisions reached by showing how opinions received have shaped the outcome and demonstrating inputs were taken seriously even in cases where they were not incorporated in the final outcome;
- (iii) build capacity both internally in terms of relationships with interested parties and externally in enabling stakeholders to understand how best to influence policy, political and decision-making processes.

The level of consultation required and undertaken will be proportionate and therefore will differ depending on the issue consulted on.

We will ensure our consultation is inclusive and improves equality of opportunity, enabling greater participation in consultation especially from marginalised groups.

5.0 HOW WE WILL CONSULT

Consultation is often quite specific or time bound, relevant to the decisions being made as a result. It is important that consultees have enough information to consider the matter and enough time to respond. The recommended period for undertaking a public consultation exercise, which includes an Equality Impact Assessment, is 12 weeks (in accordance with the Council's Equality Scheme). All other Council public consultations will be undertaken for a minimum of 8 weeks. However, this may vary dependant on the level of stakeholder engagement up until the point of public consultation or other relevant factors. It is therefore important that a decision to vary from the 8 weeks is justified, approved and documented.

Accompanying ‘Guidance for Undertaking Public Consultation’ will be provided for staff with detailed information on the key steps to take and the various consultation methods available, for example:

- Face to Face e.g. focus groups/workshops
- In writing e.g. letters/emails/online questionnaires & surveys via website and social media.

When undertaking public consultation, we will take into account and follow where practicable the ‘Cabinet Office Consultation Principles 2016’ as set out in Appendix 1.

The Councils Consultation Hub is our primary chosen platform for collating and storing responses and reporting on public consultation exercises.

6.0 ROLES AND RESPONSIBILITIES

To ensure that a consistent and coordinated approach to consultation everyone has a role to play.

Elected Members

In their role as community leaders, Elected Members play a key role in consultation as they have a unique relationship with residents and the wider community and can relay views from their involvement with local groups, partnerships, businesses and organisations operating within the Borough.

Executive Management Team and Heads of Department

The Executive Management Team and Heads of Department are responsible for ensuring that all Council staff understand and apply consultation methods in line with this Policy. They are responsible for ensuring there is sufficient time and resource allocated to undertake meaningful and effective consultation exercises.

Council Officers

Within departments, each public consultation will have an identified lead Officer responsible for planning, designing and undertaking the exercise. They are responsible for ensuring they follow this Policy and the associated Officer Guidance. There are other corporate roles including those in customer relations, policy development and marketing and communications for example who will facilitate and guide public consultation exercises in conjunction with departments as required.

7.0 RELATED POLICIES / PROCEDURES

Public Consultation Guidance

Community Planning Partnership -Our Community Engagement Strategy (June 2019)

Appendix 1 Cabinet Office Consultation Principles 2016

A. Consultations should be clear and concise

Use plain English and avoid acronyms. Be clear what questions you are asking and limit the number of questions to those that are necessary. Make them easy to understand and easy to answer. Avoid lengthy documents when possible and consider merging those on related topics.

B. Consultations should have a purpose

Do not consult for the sake of it. Ask departmental lawyers whether you have a legal duty to consult. Take consultation responses into account when taking policy forward. Consult about policies or implementation plans when the development of the policies or plans is at a formative stage. Do not ask questions about issues on which you already have a final view.

C. Consultations should be informative

Give enough information to ensure that those consulted understand the issues and can give informed responses. Include validated assessments of the costs and benefits of the options being considered when possible; this might be required where proposals have an impact on business or the voluntary sector.

D. Consultations are only part of a process of engagement

Consider whether informal iterative consultation is appropriate, using new digital tools and open, collaborative approaches. Consultation is not just about formal documents and responses. It is an on-going process.

E. Consultations should last for a proportionate amount of time

Judge the length of the consultation on the basis of legal advice and taking into account the nature and impact of the proposal. Consulting for too long will unnecessarily delay policy development. Consulting too quickly will not give enough time for consideration and will reduce the quality of responses.

F. Consultations should be targeted

Consider the full range of people, business and voluntary bodies affected by the policy, and whether representative groups exist. Consider targeting specific groups if appropriate. Ensure they are aware of the consultation and can access it. Consider how to tailor consultation to the needs and preferences of particular groups, such as

older people, younger people or people with disabilities that may not respond to traditional consultation methods.

G. Consultations should take account of the groups being consulted

Consult stakeholders in a way that suits them. Charities may need more time to respond than businesses, for example. When the consultation spans all or part of a holiday period, consider how this may affect consultation and take appropriate mitigating action.

H. Consultations should be agreed before publication

Seek collective agreement before publishing a written consultation, particularly when consulting on new policy proposals. Consultations should be published on gov.uk.

I. Consultation should facilitate scrutiny

Publish any response on the same page on gov.uk as the original consultation, and ensure it is clear when the government has responded to the consultation. Explain the responses that have been received from consultees and how these have informed the policy. State how many responses have been received.

J. Government responses to consultations should be published in a timely fashion

Publish responses within 12 weeks of the consultation or provide an explanation why this is not possible. Where consultation concerns a statutory instrument publish responses before or at the same time as the instrument is laid, except in exceptional circumstances. Allow appropriate time between closing the consultation and implementing policy or legislation.

K. Consultation exercises should not generally be launched during local or national election periods.

If exceptional circumstances make a consultation absolutely essential (for example, for safeguarding public health), departments should seek advice from the Propriety and Ethics team in the Cabinet Office.

Appendix 2 Equality Screening Form

Policy Scoping

Policy Title:  **Public Consultation Policy** 

Brief Description of Policy (please attach copy if available). Please state if it is a new, existing or amended policy.

This is a review of the Public Consultation Policy showing Council commitment to making sure decisions are evidence-based, taking into account the views and experiences of all our stakeholders including residents, businesses and service customers. Seeking the views and opinions of the communities we serve, and all our stakeholders is vital to making informed decisions. We are committed to undertaking consultations with a 'one council approach' using clear, robust and accountable processes.

Intended aims/outcomes. What is the policy trying to achieve?

The aim of the policy is to improve the services and operations of the Council by understanding the views of our stakeholders who are affected by our decisions. It sets the context and guiding principles on public consultation for Council.

Policy Framework

Has the policy been developed in response to statutory requirements, legal advice or on the basis of any other professional advice? Does this affect the discretion available to The Council to amend the policy?

It has been developed as a method of good practice, based on various guidance documents mentioned throughout the Policy and recommended by the NIAO.

Are there any Section 75 categories which might be expected to benefit from the policy? If so, please outline.

Public Consultation is the formal stage of seeking views on proposed strategies/policies /plans etc. from our residents, ratepayers, businesses, charities, voluntary and community sector, statutory partners, other public bodies, Section 75 Groups and anyone with an interest in Council business or the subject area being consulted on.

Who initiated or wrote the policy (if The Council decision, please state). Who is responsible for implementing the policy?

Who initiated or wrote the policy?	Denise Girvan, Improvement Manager, Strategy & Performance Department
Who is responsible for implementation?	Council

Are there any factors which might contribute to or detract from the implementation of the policy (e.g. financial, legislative, other)?

None specifically known.

Main stakeholders in relation to the policy

Please list main stakeholders affected by the policy (e.g. staff, customers, other statutory bodies, community or voluntary sector, private sector)

- Residents, rate payers, businesses, statutory purchasers, other NI Councils, Community & Voluntary Groups, Section 75 groups, all other public bodies, those with potential to do business with Council or in the Borough
- Customers and all service users and any person who seeks, is entitled to or receives a service from the Council., and
- Council staff or anyone providing services on behalf of Council including contractors, and
- Elected Members.
- Third parties undertaking consultation on behalf of Council.

Are there any other policies with a bearing on this policy? If so, please identify them and how they impact on this policy.

Guidance for Developing Council Policy. (SGC/P1.0/Ver4.0)
Community Planning Partnership's Community Engagement Strategy (June 2019)

Available Evidence

The Council should ensure that its screening decisions are 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. For up to date [S75 Borough Statistics](#)

Section 75 category	Evidence
Religious belief	The 2021 Census showed that 41% identified as Catholic and 41% identified as either belonging to Protestant, other Christian or Christian-related denominations. A further 1.1% belonged to other religions, while 14.7% didn't belong to a religion
Political opinion	<p>Armagh City, Banbridge and Craigavon Borough Council has 41 elected members. A breakdown of results of the Local Government Election in May 2023 for the borough are as follows:</p> <ul style="list-style-type: none"> • Democratic Unionist Party – 13

	<ul style="list-style-type: none"> • Ulster Unionist Party – 6 • Sinn Fein – 15 • Social Democratic and Labour Party – 1 • Alliance – 4 • Independent – 1 • TUV - 1 <p>A total of 87,684 votes were polled in the borough from an eligible electorate of 155,625 giving an overall turnout of 56.34%. This breakdown is taken as an approximate representation of the political opinion of people within the borough.</p>
Racial group	<p>The 2021 Census showed that:</p> <ul style="list-style-type: none"> • 96.7% of the usually resident population of the Borough were White and 3.3% were from minority ethnic groups. The main ethnic minorities were Mixed (1,652 individuals), Black African (1,132 individuals) and Chinese (683 individuals). • 85.5% of residents in the Borough were born in Northern Ireland. The Borough had 8.6% of residents or 18,836 individuals who were born outside the United Kingdom or Republic of Ireland. <p>6.8% of residents aged 3+ years or (14,376 individuals) spoke a language other than English as their main language. Apart from English, the most common other main languages were Polish (3,551 residents aged 3+ years), Lithuanian (2,611) and Portuguese (1,777).</p>
Age	<p>The population of the Borough was estimated to be 218,656 at 21 March 2021. The profile by age group is:</p> <ul style="list-style-type: none"> • 0-15 years – 22.1% • 16 – 24 years 10% • 25 – 49 years 32.9% • 50 – 64 years 19% • 65 and over 16% <p>This represented a 26.7% increase in the 65+ age group and a 25.62% increase in the 50-64yr age group since the last census in 2011.</p>
Marital status	<p>The 2021 Census provides information on the marital status profile of those aged 16 and over in the Borough:</p> <ul style="list-style-type: none"> • Single (never married or never registered a same-sex civil partnership) - 35% • Married - 49% • In a registered same-sex civil partnership - 0.2% • Separated (but still legally married or still legally in a same-sex civil partnership) – 3.4% • Divorced or formerly in a same-sex civil partnership which is now legally dissolved - 6% <p>Widowed or surviving partner from a same-sex civil partnership - 6%</p>
Sexual orientation	<p>The question on sexual orientation was new for the 2021 Census and was asked of all people aged 16 and over in the Borough:</p>

	<p>Straight or heterosexual – 90.5% Lesbian, gay, bisexual or other (LGB+) – 1.5% Gay or Lesbian – 0.8% Bisexual – 0.5% Other sexual orientation – 0.1% No sexual orientation stated 8% Prefer not to say – 4.9% Not stated – 3.1%</p> <p>Just 1.5% of the population aged 16 and over in the borough identified as lesbian, gay, bisexual or other (LGB+) while 90.5% identified as straight or heterosexual and 8% did not provide an answer to the question</p>
Men and women generally	<p>The 2021 Census showed that in Armagh City, Banbridge and Craigavon Borough, 49.5% (108,268) of usual residents were males and 50.5% (110,388) were females.</p>
Disability	<p>2021 Census results identified 22.3% of Borough citizens as having a limiting long term health problem or disability, affecting 36,488 households. Of those citizens in the Borough with a limiting long term health problem or disability, 56.8% are in the 65+ age group.</p> <p>Benefit statistics from the Department for Communities showed as of November 2022 there were:</p> <ul style="list-style-type: none"> • 2,510 or 5.2% of under 16 population and 5,030 or 15.2% of 66 and over population claiming Disability Living Allowance • 5,930 or 17.9% of 66 and over population claiming Attendance Allowance <p>18,540 Personal Independence Payment claims in payment (experimental statistics).</p>
Dependants	<p>The 2021 Census showed that 32% or 27, 192 households in the borough contained dependent children.</p> <p>Results from the 2021 Census also show that 12% of the borough's population aged 5 years old and over (or 24,741 individuals) provided unpaid care. Of those who provided unpaid support:</p> <ul style="list-style-type: none"> • 46% provided 1-19 hours per week • 24% provided 20-49 hours per week • 30% provided 50+ hours per week <p>Benefit statistics from the Department for Communities show that at November 2022 there were 8,120 claimants, or 4.8% of 16 and over population, claiming Carer's Allowance in the borough.</p>

Needs, experiences and priorities

Taking into account the information gathered above, what are the different needs, experiences and priorities of each of the following categories in relation to this particular policy/decision?

Successful consultations aim to engage the views and interests of the diverse population we live in, and consultee lists that include representation of all Section 75 groups is a positive starting point.

Section 75 category	Needs, experiences and priorities
Religious belief	Ensuring that consultations are held in environments that will not make anyone feel excluded.
Political opinion	As above
Racial group	As outlined in the policy there are a range of consultation methods and decisions will be taken regarding the most appropriate. A range of formats will be available if required.
Age	As outlined in the policy there are a range of consultation methods and decisions will be taken regarding the most appropriate. Different methods may need to be considered for older people and younger people
Marital status	Consultations should seek the views of a wide range of people and this can be achieved in ensuring the S75 consultee list represents people from all S75 groups. Monitoring and analysis of monitoring data from consultations will assist in helping to identify if this has been achieved.
Sexual orientation	As above
Men and women generally	As above
Disability	As outlined in the policy there are a range of consultation methods and decisions will be taken regarding the most appropriate. Different methods may need to be considered for disabled people. A range of formats will be available if required. Staff assistance, transport and care support costs, interpreters etc will also be available where required.
Dependants	Consideration of the caring needs of potential consultees with dependants may inform the timing of consultations.

Screening Questions

1. What is the likely impact on equality of opportunity for those affected by this policy for each of the Section 75 categories?

Category	Policy Impact	Level of impact (Major/minor/none)
Religious belief	Positive	Minor
Political opinion	Positive	Minor
Racial group	Positive	Minor
Age	Positive	Minor
Marital status	Positive	Minor
Sexual orientation	Positive	Minor
Men and women generally	Positive	Minor
Disability	Positive	Minor
Dependants	Positive	Minor

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 categories?

Category	If yes, provide details	If no, provide reasons
Religious belief		No
Political opinion		No
Racial group		No
Age		No
Marital status		No
Sexual orientation		No
Men and women generally		No
Disability		No
Dependants		No

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion, or racial group?

Category	Details of Policy Impact	Level of impact (major/minor/none)
Religious belief	N/A	None
Political opinion	N/A	None
Racial group	N/A	None

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Category	If yes, provide details	If no, provide reasons
Religious belief	Effective engagement during consultation with people of different religious belief, political opinion and racial group has the potential to promote good relations between people of each of these groups.	
Political opinion	As above	
Racial group	As above	

Multiple Identity

Generally speaking, people fall into more than one Section 75 category (for example: disabled minority ethnic people; disabled women; young Protestant men; young lesbian, gay and bisexual people). Provide details of data on the impact of the policy on people with multiple identities. Specify relevant s75 categories concerned.

Ensuring the individual needs of consultees are taken into consideration at the earliest stage including offer of alternatives for people from the different section 75 groups to engage should improve accessibility for all including those who fall into more than one Section 75 group.

Disability Discrimination (NI) Order 2006

Is there an opportunity for the policy to promote positive attitudes towards disabled people?

Different consultation methods will be considered where necessary. A range of formats will be available on request if required and staff assistance will also be available where required.

Is there an opportunity for the policy to encourage participation by disabled people in public life?

Different consultation methods will be considered where necessary. A range of formats will be available on requests if required and staff assistance will also be available where required.

Screening Decision

A: NO IMPACT IDENTIFIED ON ANY CATEGORY – EQIA UNNECESSARY

Please identify reasons for this below

B: MINOR IMPACT IDENTIFIED – EQIA NOT CONSIDERED NECESSARY AS IMPACT CAN BE ELIMINATED OR MITIGATED

Where the impact is likely to be minor, you should consider if the policy can be mitigated, or an alternative policy introduced. If so, an EQIA may not be considered necessary. You must indicate the reasons for this decision below, together with details of measures to mitigate the adverse impact or the alternative policy proposed.

This policy will be available for all our Customers. However, it is possible that those of a different race, older and younger people and those with a disability may require assistance. As a mitigation, different consultation methods will be considered, a range of formats will be available on request and assistance from staff will be available where required.

C: MAJOR IMPACT IDENTIFIED – EQIA REQUIRED

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

Timetabling and Prioritising

If the policy has been screened in for equality impact assessment, 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.

Policy Criterion

Rating (1-3)

Effect on equality of opportunity and good relations
Social need
Effect on people's daily lives

The total rating score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the Council in timetabling its EQIAs.

Is the policy affected by timetables established by other relevant public authorities? If yes, please give details.

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Monitoring

Effective monitoring will help the authority identify any future adverse impact arising from the policy. It is recommended that where a policy has been amended or an alternative policy introduced to mitigate adverse impact, monitoring be undertaken on a broader basis to identify any impact (positive or adverse).

Further information on monitoring is available in the Equality Commission's guidance on monitoring (www.equalityni.org).

Identify how the impact of the policy is to be monitored

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Approval and Authorisation

A copy of the screening form for each policy screened should be signed off by the senior manager responsible for that policy. The screening recommendation should be reported to the relevant Committee/The Council when the policy is submitted for approval.

Screened by	Position/Job title	Date
Denise Girvan	Improvement Manager, Strategy & Performance	11/11/2024
Approved by	Position/Job Title	Date
Martina McNulty	Head of Strategy & Performance	11/11/2024

Please forward a copy of the completed policy and form to:

Equality@armaghbanbridgecraigavon.gov.uk

who will ensure these are made available on the Council's website.

The above officer is also responsible for issuing reports on a quarterly basis on those policies "screened out for EQIA". This allows stakeholders who disagree with this recommendation to submit their views. In the event of any stakeholder disagreeing with the decision to screen out any policy, the screening exercise will be reviewed.

Appendix 3 Rural Needs Impact Assessment (RNIA)

SECTION 1

Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority: Armagh City, Banbridge & Craigavon Borough The Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

Review of a policy in relation to undertaking public consultation. Noting that it does not include internal employee consultation or statutory consultation in relation to the Planning Service and the Local Development Plan.

1C Please indicate which category the activity specified in Section 1B above relates to:

Developing a

Adopting a

Implementing a

Revising a

Policy

Designing a Public Service

☐

Delivering a Public Service

☐

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above

Public Consultation Policy

1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service

The aim of this policy is to improve the services and operations of the Council by understanding the views of our stakeholders who are affected by our decisions.

1F. What 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'.

Reasons why a definition of 'rural' is not applicable.

This is not a rural policy however the identification & consultation with rural stakeholders living and working in the Borough will be important to ensuring the needs of people living and working in the Borough

SECTION 2

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

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes ☒ No ☐ If response is No go to 2E

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas *differently* from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily 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"/> |
| Agri-Environment | <input type="checkbox"/> |
| Other (Please state) | |

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

It will likely have a positive impact as the Policy directs, we will endeavor to ensure there are a range of consultation methods in place to ensure reach to our rural populations.

SECTION 3

Identifying the Social and Economic Needs of Persons in Rural Areas

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 ☐ No ☒ If response is No go to 3E

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

- | | |
|--|--------------------------|
| Consultation with Rural Stakeholders | <input type="checkbox"/> |
| Consultation with Other organisations | <input type="checkbox"/> |
| Published Statistics | <input type="checkbox"/> |
| Research Papers | <input type="checkbox"/> |
| Surveys or Questionnaires | <input type="checkbox"/> |
| Other Publications | <input type="checkbox"/> |
| Other Methods or Information Sources
(include details in Question 3C below) | <input type="checkbox"/> |

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.

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 3A was YES GO TO Section 4A.

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 Public Consultation Policy is applicable to all our rural populations.

SECTION 4

Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

SECTION 5

Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising 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 response is No go to 5C

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

If the response to Section 5A was YES go to 6A.

5C. Please explain why the development, adoption, implementation or revising 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 Public Consultation Policy is applicable to all our rural populations.

SECTION 6

Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained, and relevant information compiled. ☒

Rural Needs Impact Assessment undertaken by:

Position:

Department / Directorate:

Signature:



Date:

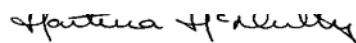
11/11/2024

Rural Needs Impact Assessment approved by:

Position:

Department / Directorate:

Signature:



Date:

11/11/2024