

**Armagh City, Banbridge and Craigavon Borough Council**

**Policy Screening Report**

**under**

**Section 75 of the Northern Ireland Act, 1998**

**January 2016**

## Equality Scheme Policy Screening Report

Armagh City, Banbridge and Craigavon Borough Council has developed a number of new policies. In complying with the Council's Equality Scheme Duties, these policies have been screened for any possible adverse impact that they may have under Section 75 of the Northern Ireland Act, 1998. The nine groups are:

Age; Marital status; Women (including girls) and Men (including boys); Persons with a disability and Persons without; Persons with dependants and Persons without; Political Opinion; Racial Group; Religious belief; and Sexual Orientation.

The policies have been screened against the questions below and have been ranked 1,2 or 3

1	'screened in' for equality impact assessment, including date of EQIA
2	'screened out' with mitigation
3	'screened out' without mitigation

### Screening Questions

- A 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)
- B Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?
- C 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)
- D Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

The attached schedule is being published for consultees information. Comments may be submitted in writing, by telephone, e-mail, or in person and should be forwarded to one of the addresses below.

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This document is available in alternative formats on request

## Section 75 Northern Ireland Act 1998 – Policy Screening Exercise

Policies have been assessed against the four screening questions and a ranking allocated. For each of the policies detailed below, a more comprehensive ‘screening’ document is available on the Council website or on request. The report includes published screening for the period October 2015 to December 2015.

Policy/Procedure	Policy/Procedure Aims	Ranking/ Screening Decision
<p><b>Records Management Policy</b></p>	<p>This policy outlines the Council’s commitment to effective and efficient records management ensuring compliance with legislative requirements.</p> <p>It will:</p> <ul style="list-style-type: none"> <li>• Ensure a Council-wide framework for the management of records in all mediums;</li> <li>• Promote and ensure compliance with legislative requirements and best practice standards;</li> <li>• Ensure that all records can be used as an information resource which enhances their value as assets of the organisation; and</li> <li>• Identify the roles and responsibilities for ensuring good records management.</li> </ul> <p>This is a technical policy with no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.</p>	<p>3</p>

<p><b>Environmental Health Quality Management Policy</b></p>	<p>This policy sets out the commitment by the Environmental Health Department to provide services that fully satisfy the requirements of customers and stakeholders, the continual improvement in the quality of service delivered and compliance with applicable legislation.</p> <p>It is a technical policy with no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.</p>	<p>3</p>
<p><b>Financial Assistance Policy, Guidance Manuals (Officers), (Applicants)</b></p>	<p>This is the first revision of the Council's new Financial Assistance policy and there are two manuals accompanying the policy. It was initially screened in November 2014. The first call for applications was in March 2015. As applications were being assessed, it became apparent to the Officers responsible for both advising the groups on the process for making applications and assessing the applications that there were areas of the policy that required amendment. As a result of this, the Financial Assistance Policy Working Group which consists of Officers and elected members from each of the parties met to discuss the proposed changes.</p> <p>A paper including the proposed changes was prepared and presented to the Council's Leisure and Community Services Committee in September 2015. Workshops were held with community groups to highlight the changes. Further amendments were brought to this Committee in December 2015. All of the changes are summarized and attached on p.2 of the policy screening report.</p> <p>The purpose of the manual for Officers is to provide guidance for Officers in operating the new Financial Assistance Policy for the Armagh, Banbridge and Craigavon Borough Council. Foremost in the minds of those operating the policy should be a desire to address the Council's primary purposes and objectives in the most efficient and effective</p>	<p>2</p>

	<p>manner.</p> <p>Typically this will involve providing financial assistance to a range of external organisations which can do things that the Council may not be able to do, may be able to do them better than the Council, and in some cases, at lower cost.</p> <p>The purpose of the manual for Organisations is to set out the new funding programmes and describes the process for making applications.</p> <p>This Financial Assistance policy and the accompanying guidance manuals operated as a pilot project for six months and the policy was reviewed again following this period. The policy was developed as a result of a wide community consultation and comments were received from organisations that represent a broad section of section 75 consultees. The organisations that participated in the online questionnaire deal with issues which include disability, youth, early years, school children, older people, women, good relations, ethnic minorities and faith.</p> <p>These comments have influenced the final policy.</p> <p>During the initial consultation, transport needs for older and younger people in rural areas was raised as an issue. The mitigating factor was to introduce a rural linkages grant.</p> <p>Following the first review of the policy which resulted in a number of amendments, workshops were held with community groups, highlighting the changes.</p>	
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