

# NORTH DOWN AND ARDS DISTRICT COUNCIL

## Policy Screening Form

1.	Policy Reference (Equality use only)	E02
2.	Policy Name	North Down and Ards District Council Pricing Schedule (Draft)
3.	Existing / Revised / New Policy	New Policy
4.	Responsible Officer	Lead Policy Officer and others
5.	Description of policy to be screened	Policy details the fees which the Council will charge for services in the period 01/04/2015 – 31/03/2016
	Aims and expected outcomes – what is the Policy expected to achieve?	The aim of the policy is to reconcile and harmonise the existing pricing policies of both Ards and North Down Borough Council's. Elements of the policy are expected to result in cost recovery for the Council in the delivery of its services.
6.	Section 75 categories which might be expected to benefit and how they may benefit.	All categories are expected to benefit from the clarity and transparency in service provision and accessibility provided by the policy.

7.	<p>Factors which could contribute to / detract from the intended aims / outcomes of the Policy when being implemented.</p>	<p>Financial – Numerous financial factors have contributed to the details of the policy. However ,the following are a number of specific considerations which have been applied to the identification of charges:</p> <ul style="list-style-type: none"> <li>- Cost recovery for service delivery</li> <li>- General principle to use the highest price to attempt to minimise the impact on the rate</li> <li>- Inflation</li> </ul> <p>Legislative – Numerous legislative requirements are incorporated into pricing policy (Note 5 on Schedule).</p> <p>Operational – A number of operational service delivery factors have contributed to the development of the schedule and have assisted in shaping how it will be implemented.</p>
8.	<p>The main stakeholders on which the Policy will impact. For example, employees, potential service users and community groups.</p> <p>Consider the internal and external impacts (either actual or potential) and comment, or list, information where appropriate.</p>	<p>Service users – Prices will impact on the way that service users access Council services and facilities.</p> <p>Community groups – Prices will impact on the way that community groups access Council services and facilities.</p> <p>Employees – How they deliver and access services.</p> <p>Rate Payers – cost of rates.</p>

9.	Please provide details of other Policies which have a bearing on this one.	
	Policies:  Ards Borough Council Pricing Policies (Numerous)  North Down Borough Council Pricing Policies (Numerous)	Owned by :  Ards Borough Council  North Down Borough Council

10.	Available evidence (quantitative and qualitative) considered as important to encourage completion in relation to:	
	Religious Belief	Opinions and awareness of service needs from relevant Section 75 representative groups – this information has been informally provided through officer knowledge and experience.  Operational experience, knowledge and awareness of officers have been considered to ensure that available customer service and employee feedback has been considered during the screening process.
	Political Opinion	
	Racial Group	
	Age	
	Marital Status	
	Sexual orientation	
	Men & Women generally	
	Disability	
	Dependents	

11.	Based on data previously provided what are the needs, experiences and priorities for each of the following categories, in relation to this Policy/decision?	
	Religious Belief	
	Political Opinion	
	Racial Group	
	Age	Consistency in service provision and charging to ensure continued access to services for senior citizens and young people.
	Marital Status	
	Sexual orientation	
	Men & Women generally	
	Disability	Consistency in service provision and charging to ensure continued access to services for those with a disability, carers and those with dependents.
	Dependents	

**Does this Policy require an Equality Impact Assessment?**

1.	What is the likely impact on equality of opportunity for each of the Section 75 categories?	Detail of Impact	Level of Impact Minor/Major/None
	Religious Belief	<p>The following points were identified by the Internal Screening Group:</p> <p><b>B2 Burial Charges</b></p> <ul style="list-style-type: none"> <li>- Opening of Graves – fee boundary for infants up to 5 years of age noted as possible impact on equality of opportunity. Item to be reviewed with a fee reduction for the burial of people under the age of 18 as defined in Section 2 of the Children’s (NI) Order 1995</li> </ul>	
	Political Opinion		
	Racial Group		
	Age		
	Marital Status		
	Sexual orientation		
	Men & Women generally		
	Disability		
	Dependents		

- Commercial Recycling Charges – for operational reasons charges will not be aligned for 1<sup>st</sup> April 2015 due to a contract tendering exercise with arc21 in summer 2015. As this was identified as a possible barrier to accessing services by commercial service users the Screening Group has requested a definitive alignment date for the charges to be established to allow the District Council to meet its operational requirements and minimise the impact on users of commercial collection service in the long term.
- Charges for senior citizens and disabled householders – Discussion on impact of ‘age category’ and also disability duties. Existing free service in North Down has been open to misuse due to issues surrounding the effective identification of a house holder’s age or disability status. Therefore, it was agreed that a reduced fee be charged for everyone. The reduction in the charge reflects the Council’s cognisance of the financial constraints on senior citizens and people with a disability and will aid in deterring misuse.

### C3 Community Halls

- Issues around detailed definitions of charitable and voluntary organisations and eligibility for charitable discount could lead to an inequality of service access on a number of categories, depending on group membership.

		<p>It was therefore suggested that the definitions be removed and that all non-commercial groups placing a booking between 9am and 5pm should receive the 25% discount.</p> <p>D1 – Dog Control</p> <ul style="list-style-type: none"> <li>- No impacts identified, however the large increase in the ‘unwanted dog collection and disposal service’ was noted as severe and for review.</li> </ul>
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2.	Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?		
	If “Yes”, provide details	If “No”, provide details	
Religious Belief	Yes – the policy will harmonise fee structures for Council services across the new District. In doing so the Policy aims to ensure continued equal opportunity to access Council services and facilities.		
Political Opinion			
Racial Group			
Age			
Marital Status			
Sexual orientation			
Men & Women generally			
Disability			
Dependents			

3.	To what extent is the Policy likely to impact on Good Relations between people of different religious belief, political opinion or racial group?		
	Details of Impact	Level of Impact Minor/Major/None	
Religious Belief	None – No identifiable impact on Good Relations		
Political Opinion			
Racial Group			

4.	Are there opportunities to better promote Good Relations between people of different religious belief, political opinion or racial group?		
		If "Yes" provide details	If "No" provide details
	Religious Belief	No – No identifiable opportunity to promote Good Relations.	
	Political Opinion		
Racial Group			

Additional Considerations

	Multiple Identity Considerations	Details of Impact or potential impact (Positive/Negative)
	Are there any potential impacts of the Policy decision on people with multiple identities? (e.g. disabled minority ethnic persons)	The needs and requirements of people with multiple identities were include in the considerations detailed above.
	Provide details of data on the impact of the Policy on people with multiple identities. Specify relevant Section 75 categories concerned.	Impact of the policy on people in all Section 75 categories is detailed above.

	Does this proposed Policy provide an opportunity to:	Yes / No	Explain your reasoning:
	<ul style="list-style-type: none"> <li>- <u>better promote positive attitudes</u> towards disabled people.</li> <li>- <u>increase participation</u> by disabled people in public life.</li> </ul>	N/A	<p>The harmonisation and alignment of fees structures will help ensure that people with a disability continue to access public services and facilities and participate in public life. However, no specific fulfillment of disability duties were identified.</p>

Monitoring Arrangements

Section 75 places a requirement on the Council to have equality monitoring arrangements in place in order to assess the impact of Policies and services, help identify barriers to fair participation and to better promote equality of opportunity.

	<p>Outline what data you could collect in the future in order to monitor the impact of this Policy / decision on <u>equality, good relations and disability duties</u></p>	<p>The Council will monitor feedback received from service users, employees and groups during consultations in the next 12 months.</p> <p>This policy will be reviewed in 12 months.</p>
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Formal Record of Screening Decision

Policy Reference	E02
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I can confirm that the proposed Policy / decision have been screened for:-

<input checked="" type="checkbox"/>	Equality of opportunity and good relations
<input checked="" type="checkbox"/>	Disabilities duties; and
<input type="checkbox"/>	Human rights issues

On the basis of the answers to the screening questions, I recommend that this Policy / decision is:-

<input checked="" type="checkbox"/>	Screened Out – No EQIA necessary (no impacts)
<input type="checkbox"/>	Screened Out – Mitigating Actions (minor impacts)
<input type="checkbox"/>	Screened In – Necessary to conduct a full EQIA
	Please detail actions to be taken:

Screening assessment completed by:-

Name: Aaron Jamison  
Title: Acting Equality and Good Relations Officer  
Date: November 2014  
Signature:

Director/Head of Service decision approved by:  
Name: Wendy Monson  
Title: Lead Policy Officer  
Date: November 2014  
Signature:

If an Equality Impact Assessment is required

Priority Rating for timetabling an Equality Impact Assessment. (1-3)	Priority Criterion	Rating
	Effect on equality of opportunity and good relations	
	Social need	
	Effect on people's daily lives	
	Relevance to a public authority's functions	

Is this Policy affected by timetables established by other relevant Public Authorities?	
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Monitoring Recommendation	
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Approval and Authorisation		
Screened by :	Position/Job Title:	Date:
Approved by: Wendy Monson	Lead Policy Officer	

## Consideration of Human Rights

The Human Rights Act 1998 brings the European Convention on Human Rights (ECHR) into UK and, therefore, Northern Ireland. Indicate below any potential adverse impacts that the policy / decision may have in relation to human rights issues

Right to Life	Article 2	<input type="checkbox"/>
Prohibition to torture, inhuman or degrading treatment	Article 3	<input type="checkbox"/>
Prohibition of Slavery and forced labour	Article 4	<input type="checkbox"/>
Right to Liberty and Security	Article 5	<input type="checkbox"/>
Right to a Fair and Public Trial	Article 6	<input type="checkbox"/>
Right to no punishment without due legal process	Article 7	<input type="checkbox"/>
Right to respect for private and family life, home and correspondence	Article 8	<input type="checkbox"/>
Right to freedom of thought, conscience and religion	Article 9	<input type="checkbox"/>
Right to freedom of Expression	Article 10	<input type="checkbox"/>
Right to freedom of peaceful assembly and association	Article 11	<input type="checkbox"/>
Right to marry and found a family	Article 12	<input type="checkbox"/>
The prohibition on discrimination	Article 14	<input type="checkbox"/>
Protection of property and enjoyment of possessions	Protocol 1 Article 1	<input type="checkbox"/>
Right to education	Protocol 1 Article 2	<input type="checkbox"/>
Right to free and secret election	Protocol 1 Article 3	<input type="checkbox"/>

	Please explain any adverse impacts on human rights that you have identified?	N/A
	Please indicate any ways in which you consider the policy positively promotes Human Rights	N/A

