

ARDS AND NORTH DOWN BOROUGH COUNCIL

Policy Screening Form

1.	Policy Reference (Equality use only)	E 238
2.	Policy Name	Phase one move of Visitor Information Centre (VIC), currently located in 31 Regent Street to Ards Town Hall (Arts Centre).
3.	Existing / Revised / New Policy	Revised policy
4.	Responsible Officer	Director of Community and Wellbeing
5.	Description of policy to be screened:	<p>In January 2019, the Council approved a review of VIC Services including the option for Ards VIC to move from 31 Regent Street into the Town Hall, Newtownards creating a shared service with Ards Arts. At that time, officers identified significant practical and commercial obstacles to this move. In February 2019, the Council approved that ‘the VIC remains in current location until a review of Arts within the Arts Centre is undertaken with a view to move the VIC to there in the future and the VIC shop expands its merchandise’. In the intervening period the VIC reconfigured the space within the centre to better accommodate the requirements of service delivery following the closure of Ards Crafts, which had shared the space. At a cost of £10k a safe, secure, aesthetic space for customers and staff was created. The range of merchandise was expanded to include craft items, the expectation being that the majority of local craftmakers wishing to sell their goods in Newtownards town centre would do so via the Ards Business Centre supported retail outlet – the “Hand Crafted Gallery” (since closed).</p> <p>Officers from the Tourism and Arts Services were more recently tasked to conduct a further review of potential options to move Ards VIC into the Ards Arts Centre.</p>
	Aims and Expected Outcomes – what is the Policy expected to achieve?	The Council wishes to ensure that the Visitor Information experience is scaled back but the emphasis not lost on face to face contact. They are wishing to relocate the service to Ards Arts Centre and no longer have retail facilities. They do however wish to ensure in any review that at least a literature facility is available and employees

		available who have knowledge of the tourism experience available locally and regionally as well as outside Northern Ireland.
6.	Section 75 categories which might be expected to benefit and how they may benefit.	This proposed move may not benefit all potential users as the car parking arrangements are not as convenient as in Regent Street and this may deter those of older ages, those with a disability or with dependents from using the face to face activity.
7.	Factors which could contribute to / detract from the intended aims / outcomes of the Policy when being implemented	If the facility is not suitable for individuals to be comfortable visiting the Ards Arts Centre to acquire the relevant information, if they consider the area to be too busy and distracting for them, or if they believe the employees are not in a position to provide them with the information.
8.	The main stakeholders on whom the policy will impact. For example, Employees, Potential Service Users and Community Groups Consider the internal and external impacts (either actual or potential) and comment, or list, information where appropriate	The Council, visitors to the Borough, potential visitors to the Borough, employees of Ards Arts Centre, employees of, management of Ards Arts Centre and Ards VIC. Elected Members, Tourism Section, visitors to Newtownards, potential visitors to Newtownards and other areas within the Borough and local business. Potential visitors who wish to receive face to face information on tourism and visitor information outside the Borough.
9.	Please provide details of other policies which have a bearing on this one.	
	<p>E 14 Sustainability and Environmental Policy</p> <p>E 28 Corporate Complaints policy and procedure</p> <p>E 61 ANDBC Tourism Event Plan 2016-2017</p> <p>E 63 ANDBC Corporate Health and Safety Management Systems Policy</p> <p>E 64 Business Continuity Policy</p> <p>E 65 Information, Communications and Technology Policy</p> <p>E 66 Safeguarding policy for children, young people and adults who may be vulnerable</p> <p>E 72 Performance Improvement Plan</p> <p>E95 ANDBC Tourism Event Plan 2016-2017</p> <p>E 130 Integrated Tourism, Regeneration and Development Strategy</p> <p>E 152 Tourism Events 2018 – 2019</p> <p>E 153 Customer Care Strategy</p> <p>E 174 ANDBC Events Support Review</p> <p>E 180 Review of Ards Crafts and Ards VIC</p>	Ards and North Down Borough Council

<p>E 181 Tourism Events 2019 - 2020 E 182 Portaferry Public Realm Scheme E 189 ANDBC Borough Events Strategy and Action Plan E 196 Ards and North Down Borough Council Corporate Plan 2020-2024 E199 Final Borough Events Strategy E 224 Borough Events Strategic Direction 2020 - 2025 E 228 Arts and Tourism Events Transition Plan 2021 – 2022 E 229 Tourism Events Grant Scheme 21/22 E 232 Policy and procedures for exhibition selection at Ards Arts Centre</p>	
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10.	Available evidence (quantitative and qualitative) considered as important to encourage completion in relation to:																		
Religious Belief	<p>Summary: The Northern Ireland Census 2011 (NISRA) statistics for the Borough area showed that 75% are or have been brought up in Protestant and Other Christian (including Christian related) religions. While this varied across the borough from 17% in Portaferry ward to 87% in Carrowdore ward this does not have any relation to this policy. These compared to 48% for Northern Ireland as a whole. See table below</p> <p>Data: Religion or Religion Brought up in (Numbers with % in brackets)</p> <table border="1"> <thead> <tr> <th></th> <th>All usual residents</th> <th>Catholic</th> <th>Protestant and Other Christian (including Christian related)</th> <th>Other Religions</th> <th>None</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>1,810,863 (100%)</td> <td>817,385 (45%)</td> <td>875,717 (48%)</td> <td>16,592 (1%)</td> <td>101,169 (6%)</td> </tr> <tr> <td>Ards and North Down Borough Council</td> <td>156,672 (100%)</td> <td>20,550 (13%)</td> <td>117,589 (75%)</td> <td>1,729 (1%)</td> <td>16,804 (11%)</td> </tr> </tbody> </table> <p>Source: Religion or religion brought up in. Census 2011, NISRA</p> <p>The ANDBC employee profile shows that</p>		All usual residents	Catholic	Protestant and Other Christian (including Christian related)	Other Religions	None	Northern Ireland	1,810,863 (100%)	817,385 (45%)	875,717 (48%)	16,592 (1%)	101,169 (6%)	Ards and North Down Borough Council	156,672 (100%)	20,550 (13%)	117,589 (75%)	1,729 (1%)	16,804 (11%)
	All usual residents	Catholic	Protestant and Other Christian (including Christian related)	Other Religions	None														
Northern Ireland	1,810,863 (100%)	817,385 (45%)	875,717 (48%)	16,592 (1%)	101,169 (6%)														
Ards and North Down Borough Council	156,672 (100%)	20,550 (13%)	117,589 (75%)	1,729 (1%)	16,804 (11%)														

Males	Protestant	Roman Catholic	Other	Total
Full Time	358 (84%)	33(8%)	34(8%)	425 (100%)
Part Time	*(63%)	*(25%)	*(13%)	*8 (100%)
Totals	363(84%)	35(8%)	35(8%)	433(100%)

[*Small numbers removed as individuals could be identifiable](#)

[Data on agency employees is held by the recruitment agency.**](#)

Political
Opinion

Summary:

Electoral Office data from recent Local Government elections detail the political representation on Ards and North Down Council, The Stormont Executive for this electoral area and Westminster election. This data is an approximate measure of political opinion of the voting electorate within the Borough. Turnout to vote in North Down and Strangford constituencies tend to be lower than the rest of NI suggesting less strong political opinions. Of those who do turn out, the results show preferences for voting Unionist parties.

See table below

Data:

Council Election results

The most recent local council election (2nd May 2019) showed:

	Eligible Electorate	Votes Polled (% Turnout)	Elected Candidate										
			DUP	Sinn Féin	UUP	SDLP	Alliance	Independent	TUV	Green	PUP	Aontu	CCIA
Northern Ireland	1,305,553	687,733 (52.7%)	122	105	75	59	53	24	6	8	3	1	1

		Ards and North Down Borough Council	112,077	47,161 (42.1%)	14	8	1	10	3	1	3			
		Ards Peninsula (DEA)	16,656	7,369 (44.2%)	3	1	1	1						
		Bangor Central (DEA)	17,194	6,678 (38.8%)	2	1		1	1		1			
		Bangor East and Donaghadee (DEA)	16,956	6,915 (40.8%)	2	2		1	1					
		Bangor West (DEA)	13,479	5,448 (40.4%)	1	1		2			1			
		Comber (DEA)	13,681	6,272 (45.8%)	2	1		1		1				
		Holywood and Clondeboy (DEA)	14,158	6,229 (44.0%)	1	1		2			1			
		Newtownards (DEA)	19,953	8,250 (41.4%)	3	1		2	1					

Source: [The Electoral Office, NI](#)

Racial Group	<p>Summary: NISRA, NINIS and Northern Ireland Strategic Migration Partnership data provide up to date data. The 2011 census showed that 32,000 (1.8%) of the usually resident population in Northern Ireland is from a minority ethnic background. Within the borough, the 2011 Census showed that 1.5% (2,300) were from a minority ethnic background. Across the borough this ranged from 5.2% in Loughview ward to 0.3% in Lisbane ward. See table below</p> <p>Data: Ethnic Group (Numbers with % in brackets)</p>
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	All usual residents	White	Chinese	Indian	Bangladeshi	Other	Black African	Black Other	Mixed	Other
Northern Ireland	1,810,863 (100%)	1,778,449 (98%)	6,303 (0%)	6,198 (0%)	540 (0%)	6,089 (0%)	2,345 (0%)	1271 (0%)	6,014 (0%)	3,654 (0%)
Ards and North Down Borough Council	156,672 (100%)	154,365 (99%)	406 (0%)	283 (0%)	177 (0%)	415 (0%)	139 (0%)	132 (0%)	556 (0%)	199 (0%)
Ards Peninsula	22,797 (100%)	22,641 (99%)	29 (0%)	17 (0%)	5 (0%)	17 (0%)	6 (0%)	2 (0%)	54 (0%)	26 (0%)
Bangor Central	23,524 (100%)	24,469 (98%)	105 (0%)	43 (0%)	17 (0%)	43 (0%)	26 (0%)	32 (0%)	119 (0%)	38 (0%)
Bangor East and Donaghadee	24,892 (100%)	22,648 (99%)	56 (0%)	27 (0%)	10 (0%)	91 (0%)	11 (0%)	2 (0%)	82 (0%)	19 (0%)
Bangor West	22,946 (100%)	17,763 (98%)	19 (0%)	135 (0%)	2 (0%)	116 (0%)	3 (0%)	26 (0%)	73 (0%)	15 (0%)
Comber	18,152 (100%)	18,216 (99%)	30 (0%)	8 (0%)	9 (0%)	35 (0%)	4 (0%)	8 (0%)	55 (0%)	17 (0%)
Holywood and Clondeboyne	18,382 (100%)	20,061 (98%)	65 (0%)	31 (0%)	23 (0%)	81 (0%)	81 (0%)	56 (0%)	101 (0%)	61 (0%)
Newtownards	20,560 (100%)	27,841 (99%)	105 (0%)	20 (0%)	111 (0%)	30 (0%)	8 (0%)	6 (0%)	75 (0%)	20 (0%)

Source: [Ethnic Group, Census 2011, NISRA](#)

The ANDBC employee profile shows that:

Ethnic Group	Total	Percentage
White	682	78.66%
Black	2	0.23%
Chinese	1	0.12 %
Other	4	0.46%
Did not want to answer	2	0.23%
Left Blank	176	20.3%

Data on agency employees is held by the recruitment agency.**

Age

NISRA have published population projections for the Borough which show that the proportion of those aged 85 and over are expected to more than double within the next 25 years.
 ANDBC has the highest % population of older people in Northern Ireland.
 See table below

Data:

Age Groups (Numbers with % in brackets)

	0-15	16-39	40-64	65+	Total
Northern Ireland	385,200 (21%)	583,116 (31%)	591,481 (32%)	291,824 (16%)	1,851,621 (100%)
Ards and North Down Borough Council	29,801 (19%)	43,239 (27%)	54,094 (34%)	31,663 (20%)	158,797 (100%)

Sources: [Demography and Methodology Branch, NISRA](#)
[World Health Organization](#)

The council has an older age profile of employees as only a small number of new recruitment exercises have been carried out from 2014. The younger population may not identify with such an event as the older population would.

In relation to the profile of employees the following identifies them in age bands and gender:

Female		
	16 - 29	Total 20(6%)
	30 - 39	Total 75(23%)
	40 - 49	Total 105 (33%)
	50 - 59	Total 80 (25%)
	60 – 70+	Total 42 (13%)
		322 (100%)
Male		
	16 - 29	Total 26 (6%)
	30 - 39	Total 83(19%)
	40 - 49	Total 121(27%)
	50 - 59	Total 176 (39%)
	60 – 70+	Total 41 (9%)
		447 (100%)

Data on agency employees is held by the recruitment agency.**

Marital Status

The 2011 Northern Ireland Census showed that 48% of adults (those aged over 16 years of age) in Northern Ireland were either married or in a registered same-

sex civil partnership. Within the borough, 54% of adults fell into this category. This varies across the borough from 36% in Central (Ards) ward to 64% in Lisbane ward.

See table below

Data:

Marital Status (All aged 16+) (Numbers with % in brackets)

	All usual residents	Single (never married or never registered a same-sex civil partnership)	Married	In a registered same-sex civil partnership	legally married or still legally in a same-sex civil partnership)	Divorced or formerly in a same-sex civil partnership which is now legally dissolved	Widowed or surviving partner from a same-sex civil partnership
Northern Ireland	1,431,540 (100%)	517,393 (36%)	68 0,8 31 (48 %)	1,2 43 (0 %)	56,91 1 (4%)	78,074 (5%)	97,088 (7%)
Ards and North Down Borough Council	126,945 (100%)	36,730 (29%)	67, 86 6 (53 %)	12 3 (0 %)	4,328 (3%)	8,548 (7%)	9,350 (7%)

Source: [Northern Ireland 2011 Census, Marital Status](#)

The ANDBC employee profile shows that:

Marital Status	Total	Percentage
Single	180	20.76%
Married	405	46.71%
Divorced	35	4.04%
Co Habiting	14	1.61%
Separated	25	2.88%
Civil Partnership	1	0.12%
Left Blank	207	23.88%

Data on agency employees is held by the recruitment agency.**

Sexual orientation

Summary:

It should be noted that no reliable data is available on sexual orientation-NISRA are currently examining methodology on how to measure this. However, the 2011 census indicates that less than 1% of the Northern Ireland adult population (those aged 16 years and over) were in a registered same-sex civil partnership. This was similar to the borough as a whole. The Continuous Household Survey in Northern Ireland estimated this figure between 0.9% and 1.9% in 2015-2016. The

	Office for National Statistics estimates a similar range for the United Kingdom (1.7%). Source: Northern Ireland 2011 Census, Marital Status ONS 2015 Sexual Identity																					
Men & Women generally	<p>According to census (NISRA) almost half of the population of Northern Ireland were male (49%) and this was similar throughout Ards and North Down Borough Council (48%). See table below</p> <p>Data:</p> <table border="1"> <thead> <tr> <th></th> <th>Males</th> <th>Females</th> <th>All</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>887,323 (49%)</td> <td>923,540 (51%)</td> <td>1,810,863 (100%)</td> </tr> <tr> <td>Ards and North Down Borough Council</td> <td>75,920 (48%)</td> <td>80,752 (52%)</td> <td>156,672(100%)</td> </tr> </tbody> </table> <p>Source: Age Structure, Census 2011, NISRA Review of statistical classification and delineation of settlements, NISRA</p> <p>The ANDBC employment Profile shows that:</p> <table border="1"> <thead> <tr> <th>Gender</th> <th>Total</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Male</td> <td>511</td> <td>58.94%</td> </tr> <tr> <td>Female</td> <td>356</td> <td>41.06%</td> </tr> </tbody> </table> <p>Data on agency employees is held by the recruitment agency.**</p>		Males	Females	All	Northern Ireland	887,323 (49%)	923,540 (51%)	1,810,863 (100%)	Ards and North Down Borough Council	75,920 (48%)	80,752 (52%)	156,672(100%)	Gender	Total	Percentage	Male	511	58.94%	Female	356	41.06%
	Males	Females	All																			
Northern Ireland	887,323 (49%)	923,540 (51%)	1,810,863 (100%)																			
Ards and North Down Borough Council	75,920 (48%)	80,752 (52%)	156,672(100%)																			
Gender	Total	Percentage																				
Male	511	58.94%																				
Female	356	41.06%																				
Disability	<p>The 2011 Census (NISRA) showed that 20% of the population in Ards and North Down area had a health issue or disability (including those related to old age) which has lasted or expected to last at least 12 months. (This was similar to the Northern Ireland figure of 21%.)</p> <p>Disability Living Allowances, 2015</p> <table border="1"> <thead> <tr> <th></th> <th>2015 (Disability Living Allowance Recipients)</th> <th>2015 (Multiple Disability Benefits) *MDB is aggregated data from Attendance Allowance, Disability Living Allowance, Incapacity Benefit and Severe Disablement Allowance data, and data for Employment and Support allowance</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>209,280</td> <td>251,490</td> </tr> </tbody> </table>		2015 (Disability Living Allowance Recipients)	2015 (Multiple Disability Benefits) *MDB is aggregated data from Attendance Allowance, Disability Living Allowance, Incapacity Benefit and Severe Disablement Allowance data, and data for Employment and Support allowance	Northern Ireland	209,280	251,490															
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Northern Ireland	209,280	251,490																				

Ards and North Down Borough Council	13,840	18,080
Ards Peninsula	2,920	n/a
Bangor Central	2,250	n/a
Bangor East and Donaghadee	1,740	n/a
Bangor West	1,650	n/a
Comber	1,270	n/a
Holywood and Clandeboye	1,180	n/a
Newtownards	2,840	n/a

[Northern Ireland Census 2011 Long-term health problem or disability by long-term problem or disability](#)

The ANDBC employment Profile shows:

Disabled	Total	Percentage
Yes	35	4.04%
No	832	95.96%

Data on agency employees is held by the recruitment agency.**

Dependents

Summary:

In considering this dimension the following have been included: persons with responsibility for the care of a child, children, a person with a disability and or an older person. According to the Continuous Household Survey, 2013-2016, 37% of Ards and North Down claimed to have a dependent (This did not differentiate on the type of dependent).

According to the 2011 Census, 7,474 households in Ards and North Down had a dependent child under the age of 4 (This might give an indication on the numbers who would have buggies or prams).

Sources: Continuous Household Survey

The ANDBC employment Profile shows that:

Family Status	Total	Percentage
Child or Children	270	31.14%
Dependant Elderly Person	19	2.19%
Physical/ Mental/III Health/Disability	5	0.58%
Other	5	0.58%
None	203	23.41%
Left Blank	365	42.1%

Data on agency employees is held by the recruitment agency.**

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	<p>Employees and members of the public require to work in facilities that are shared spaces that are suitable to carry out their range of duties and where appropriate meet members of the public.</p> <p>The facility must provide a shared environment that does not in anyway intimidate any individual and is respectful to all users needs. The facility should not identify with any one religious belief, political opinion, racial group, should be appropriate for all age of users to access the information and the facility as well as having the needs of a range of languages provided for. It should also not affect any user due to their marital status, sexual orientation, gender or whether they have a disability or not nor have responsibility for a dependent or not.</p>
	Political Opinion	
	Racial Group	
	Age	
	Marital Status	
	Sexual orientation	
	Men & Women generally	
	Disability	
	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 Ards Arts Centre is a shared venue and is used by a breadth of users. The adverse impact identified relates to the location of the venue as it may be difficult for some individuals to walk to it.</p> <p>There is access but at busy times many drivers and pedestrians are not comfortable driving in the pedestrian area.</p> <p>It may also have a positive impact as it may be more central for users of the town centre who may not have gone to Regent Street.</p>	Minor
	Political Opinion		
	Racial Group		
	Age		
	Marital Status		
	Sexual orientation		
	Men & Women generally		
	Disability		
	Dependents		

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	<p>The location of the facility cannot be changed and the access once in the facility is suitable based on the age and usage of the building.</p>	
	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?					
		<table border="1"> <tr> <th>Details of Impact</th> <th>Level of Impact Minor/Major/None</th> </tr> <tr> <td colspan="2">None as the information will be made available albeit in a different location with limited space.</td> </tr> </table>	Details of Impact	Level of Impact Minor/Major/None	None as the information will be made available albeit in a different location with limited space.	
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Religious Belief						
Political Opinion						
Racial Group						

4.	Are there opportunities to better promote Good Relations between people of different religious belief, political opinion or racial group?					
		<table border="1"> <tr> <th>If "Yes" provide details</th> <th>If "No" provide details</th> </tr> <tr> <td colspan="2">No as the information will be made available in the range of languages, the area is welcoming and shared for all users and potential users and the area will have informed employees to assist all visitors.</td> </tr> </table>	If "Yes" provide details	If "No" provide details	No as the information will be made available in the range of languages, the area is welcoming and shared for all users and potential users and the area will have informed employees to assist all visitors.	
	If "Yes" provide details	If "No" provide details				
	No as the information will be made available in the range of languages, the area is welcoming and shared for all users and potential users and the area will have informed employees to assist all visitors.					
Religious Belief						
Political Opinion						
Racial Group						

Additional Considerations

	Multiple Identity Considerations	Details of Impact or potential impact (Positive/Negative)
	<p>Are there any potential impacts of the policy decision on people with multiple identities? (e.g. disabled minority ethnic persons). Where appropriate provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.</p>	<p>As this facility is used by a breadth of users many multiple identities will be potentially using the area. This will include older people in particular as they often prefer to use face to face information than technology. It will suit those with a disability and employees may provide information on a range of disability friendly facilities in the Borough and outside the Borough. Employees also have a range of some languages to assist in communication.</p>

Disability Discrimination Order (NI) 2006

	Does this proposed policy provide an opportunity to?	Yes / No	Explain your reasoning:
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	<ul style="list-style-type: none"> - <u>better promote positive attitudes</u> towards disabled people - <u>increase participation</u> by disabled people in public life 	Yes	The access to the information when the Ards Arts Centre is open and in a town centre location may encourage some to use the facility more. However there is the potential for other users who used Regent Street to not be able to access the Arts centre as they require ease of access close the facility.
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Monitoring Arrangements

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

	Outline what data you could collect in the future to monitor the impact of this policy / decision on <u>equality, good relations, and disability duties</u>	Comments and complaints received in relation to accessing information. Comments and complaints received in relation to accessing on-line information in a suitable format. Comments and complaints received in relation to accessing the premises and facilities.
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I can confirm that the proposed policy / decision has been screened for: -

X	Equality of opportunity and good relations
X	Disabilities duties

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

<input type="checkbox"/>	Screened Out – No EQIA necessary (no impacts)
X	Screened Out – Mitigating Actions (minor impacts) Users may require additional information on how to access the Ards Arts Centre if they have a mobility impairment or are visiting with those who have a mobility impairment.
<input type="checkbox"/>	Screened In – Necessary to conduct a full EQIA Please detail actions to be taken:

Screening assessment completed by: -

Name:
Title:
Date:
Signature:

Director/Head of Service decision approved by:

Name:
Title:
Date:
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	Position/Job Title:	Date:
Screened by:		
Approved by:		