

Section 75 NI Act 1998

EQUALITY SCREENING FORM

Policy Title: ICO Recruitment Campaign 2021

Policy Owner: Victoria Sloss

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The Legal Background

Under section 75 of the Northern Ireland Act 1998, the NI Policing Board is required to have due regard to the need to promote equality of opportunity:

- between person of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without; and,
- between persons with dependants and persons without¹.

Without prejudice to the obligations set out above, the NI Policing Board is also required to:

- have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group; and
- meet legislative obligations under the Disability Discrimination Order.

Introduction

- This Equality Screening form should be read in conjunction with the Equality Commission's revised <u>Section 75, "A Guide for Public Authorities" April 2010</u> Staff should complete a form for each new or revised policy for which they are responsible (see page 6 for a definition of policy in respect of section 75).
- 2. The purpose of screening is to identify those policies that are likely to have an impact on equality of opportunity and/or good relations and so determine whether an Equality Impact Assessment (EQIA) is necessary. Screening should be introduced at an early stage when developing or reviewing a policy.

¹A list of the main groups identified as being relevant to each of the section 75 categories is at Annex B of the document.

- 3. The lead role in the screening of a policy should be taken by the policy decision-maker who has the authority to make changes to that policy and should involve, in the screening process:
 - other relevant team members;
 - those who implement the policy;
 - staff members from other relevant work areas; and
 - key stakeholders.

A flowchart which outlines the screening process is provided at **Annex A**.

- 4. The first step in the screening exercise is to gather evidence to inform the screening decisions. Relevant data may be either quantitative or qualitative or both (this helps to indicate whether or not there are likely equality of opportunity and/or good relations impacts associated with a policy). Relevant information will help to clearly demonstrate the reasons for a policy being either 'screened in' for an equality impact assessment or 'screened out' from an equality impact assessment.
- 5. The absence of evidence does not indicate that there is no likely impact but if none is available, it may be appropriate to consider subjecting the policy to an EQIA.
- 6. Screening provides an assessment of the likely impact, whether 'minor' or 'major', of its policy on equality of opportunity and/or good relations for the relevant categories. In some instances, screening may identify the likely impact as 'none'.
- 7. The Equality Commission has developed four questions, included in Part 2 of this screening form with supporting sub-questions, which should be applied to all policies as part of the screening process. They identify those policies that are likely to have an impact on equality of opportunity and/or good relations.

Screening decisions

- 8. Completion of screening should lead to one of the following three outcomes. Namely, the policy has been:
 - i. 'screened in' for equality impact assessment;
 - ii. 'screened out' with mitigation or an alternative policy proposed to be adopted; or
 - iii. 'screened out' without mitigation or an alternative policy proposed to be adopted.

Screening and good relations duty

9. The Equality Commission recommends that a policy is 'screened in' for equality impact assessment if the likely impact on **good relations** is 'major'. While there is no legislative requirement to engage in an equality impact assessment in respect of good relations, this does not necessarily mean that equality impact assessments are inappropriate in this context.

Definition of Policy

There have been some difficulties in defining what constitutes a policy in the context of section 75. It is recommended that you consider any new initiatives, proposals, schemes or programmes as policies or changes to those already in existence. It is important to remember that even if a full EQIA has been carried out in an "overarching" policy or strategy, it will still be necessary for the policy maker to consider if further screening or an EQIA needs to be carried out in respect of those policies cascading from the overarching strategy.

The Equality Commission document entitled 'Section 75 of the Northern Ireland Act 1998- A Guide for Public Authorities indicates that:

"In the context of Section 75, the term policies cover all the ways in which a public authority carries out or proposes to carry out its functions relating to Northern Ireland. Policies include unwritten as well as written policies".¹

Overview of Policy Proposals

The aims and objectives of the policy must be clear and terms of reference well defined. You must take into account any available data that will enable you to come to a decision on whether or not a policy may or may not have a differential impact on any of the s75 categories.

Policy Scoping

- 10. The first stage of the screening process involves scoping the policy under The purpose of policy scoping is to help prepare the consideration. background and context and set out the aims and objectives for the policy, being screened. At this stage, scoping the policy will help identify potential constraints as well as opportunities and will help the policy maker work through the screening process on a step by step basis.
- 11. Public authorities should remember that the Section 75 statutory duties apply to internal policies (relating to people who work for the authority), as well as external policies (relating to those who are, or could be, served by the authority).

¹ Page 87, Equality Commission: Section 75 of the Northern Ireland Act 1998, 'A Guide for Public Authorities, April 2010'. 383380

Information about the policy

Name of the Policy

ICO Recruitment Campaign 2021

Is this an existing, revised or a new policy?

Process (not policy)

What is it trying to achieve? (intended aims/outcomes)

In line with legislation the Board has a statutory function to deliver and manage the Independent Community Observer (ICO) Scheme, including the recruitment of new Independent Community Observers (ICOs)

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

The recruitment is open to all, therefore, potentially all section 75 categories can benefit

Who initiated or wrote the policy?

This is a process which will be managed by the Engagement Branch

Who owns and who implements the policy?

Engagement Branch

Implementation factors

12. Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

If yes, are they

- financial
- legislative
- ____ other, please specify _____

Main stakeholders affected

- 13. Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?
 - Staff
 - \boxtimes service users
 - \boxtimes other public sector organisations
 - voluntary/community/trade unions
 - other, please specify _____

Other policies with a bearing on this policy (please list and provide further details)

- Section 73 of the Police (NI) Act 2000
- Equality Action Plan
- Equality, Diversity and Inclusion Policy
- ICO Volunteer Policy and ICO Handbook
- Engagement Strategy

Available evidence

- 14. Evidence to help inform the screening process may take many forms. Public authorities should ensure that their screening decision is informed by relevant data.
- 15. What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for each of the Section 75 categories.

Section 75 Category	Details of evidence/information
Religious belief	• All of the current ICOs come to the end of their tenure in June 2021, meaning that this will be an entirely new ICO team being set up, so the breakdown of community background for current ICOs does not apply in this case
Political opinion	 Political opinion of the current membership is not requested from ICOs
Racial group	 Of the current 7 ICOs 0 declared themselves as coming from an ethnic minority group All of the current ICOs come to the end of their tenure in June 2021, meaning that this will be an entirely new ICO team being set up, so the breakdown of racial group for current ICOs does not apply in this case The barriers people face in applying for appointments from ethnic minorities include perceived cost, culture and stereotypes, institutional and structural process and lack of confidence
Age	 All of the current ICOs come to the end of their tenure in June 2021, meaning that this will be an entirely new ICO team being set up, so the age breakdown of current ICOs does not apply in this case, however, it is hoped that with promoting the 2021 campaign on social media that this generates more applications from those aged under 29 Public appointments 2017 in NI saw a low proportion, 15%, of applications from individuals under the age of 40 (where age is known).
Marital status	there is no evidence to inform this policy
Sexual orientation	 All of the current ICOs come to the end of their tenure in June 2021, meaning that this will be an entirely new ICO team being set up, so the breakdown of community background of current ICOs does not apply in this case 1 in 10 people in NI would not identify as being heterosexual
Men and Women generally	 All of the current ICOs come to the end of their tenure in June 2021, meaning that this will be an entirely new ICO team being set up, so the breakdown of community background of current ICOs does not apply in this case 51% of population in Northern Ireland are female compared to 49% male Recognising that women are more likely to having caring obligations they need to know how being an

	ICO can fit into their lives
Disability	 All of the current ICOs come to the end of their tenure in June 2021, meaning that this will be an entirely new ICO team being set up, so the breakdown of community background of current ICOs does not apply in this case 370,000 people (1 in 5) have a disability 2% hold public appointments have declared disability The perceived lack of reasonable adjustments to accommodate new disabled ICOs, access issues, unconscious bias
Dependants	 9% of households consist of a lone parent with one or more dependent children and over 90% of lone parents are female Further information available readily available which outlines support available for out of pocket expenses in this area

Needs, experiences and priorities

16. Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories.

Section 75 Category	Details of evidence/information
Religious belief	There is no evidence to suggest this category has different needs, experiences and priorities in relation to this policy
Political opinion	There is no evidence to suggest this category has different needs, experiences and priorities in relation to this policy
Racial group	There is evidence to suggest this group has different needs, experience and priorities which includes user- friendly language, information and encouragement through relevant agencies and organisations, advertisements, support and training and financial
Age	There is evidence to suggest young people have different needs, experience and priorities which includes user-friendly information and more encouragement through relevant agencies and organisations to advertise positions and the mode of advertisement should be more online/social media based
Marital status	There is no evidence to suggest this category has different needs, experiences and priorities in relation to this policy
Sexual orientation	There is evidence to suggest this category has different needs, experiences and priorities in relation to this policy which includes information sharing and encouragement through relevant agencies and organisations
Men and Women generally	There is evidence to suggest this category has different needs, experience and priorities including encouragement of women through relevant agencies / organisations and advertisements, offering support for caring responsibilities
Disability	There is evidence to suggest this category has different needs, experience and priorities including encouragement through relevant agencies / organisations, positive action and support
Dependants	There is evidence to suggest this category has different needs, experience and priorities including support financially and caring responsibilities

SCREENING QUESTIONS

Introduction

- 17. In making a decision as to whether or not there is a need to carry out an equality impact assessment, consider questions 1-4 listed below.
- 18. If the conclusion is <u>none</u> in respect of all of the Section 75 equality of opportunity and/or good relations categories, then the decision may be to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity or good relations, please detail the reasons for the decision taken.
- 19. If the conclusion is **major** in respect of one or more of the Section 75 equality of opportunity and/or good relations categories, then consideration should be given to subjecting the policy to the equality impact assessment procedure.
- 20. If the conclusion is **minor** in respect of one or more of the Section 75 equality categories and/or good relations categories, then consideration should still be given to proceeding with an equality impact assessment, or to:
 - measures to mitigate the adverse impact; or
 - the introduction of an alternative policy to better promote equality of opportunity and/or good relations.

In favour of a 'major' impact

- 21 (a) The policy is significant in terms of its strategic importance;
 - (b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
 - (c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
 - (d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are

concerns amongst affected individuals and representative groups, for example in respect of multiple identities;

- (e) The policy is likely to be challenged by way of judicial review;
- (f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

- 22 (a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
 - (b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
 - (c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
 - (d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

In favour of none

- 23 (a) The policy has no relevance to equality of opportunity or good relations.
 - (b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.
- 24. Taking into account the evidence presented above, consider and comment on the likely impact on equality of opportunity and good relations for those affected by this policy, in any way, for each of the equality and good relations categories, by applying the screening questions given overleaf and indicate the level of impact on the group i.e. minor, major or none.

Screening questions

1. 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

Section 75 category	Details of policy impact	Level of impact?
Religious	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be	Minor
belief	negligible There is no likely impact on equality of opportunity	None
Political	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be	Minor
opinion	negligible There is no likely impact on equality of opportunity	None
Racial group	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible	Minor
Age	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible	Minor
Marital	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be	None
status	negligible There is no likely impact on equality of opportunity	None
Sexual	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be	Minor
orientation	negligible There is no likely impact on equality of opportunity	None
Men &	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be	Minor
Women	negligible There is no likely impact on equality of opportunity	None
Disability	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible	Minor
	As a particular disadvantaged group the policy will offer a Guaranteed Interview Scheme for people with disabilities	Minor
Dependants	The process is not unlawfully discriminatory and any residual potential impacts on people are judged to be	None
	negligible. There is no likely impact on equality of opportunity	None

within the Section 75 equalities categories?

Section 75 category	If Yes, provide details	lf No, provide reasons
Religious	The communications will include extensive social	
belief	media awareness raising and circulation to Board	
	contacts through the Contacts Database which	
	includes contacts from all Section 75 groups	
	advising them of the opportunity to apply.	
	Engagement will include offers to highlight the	
	opportunity to apply and promotional materials	
	distributed at any online events (no engagement	
	face to face events due to Covid). Any opportunities	
	to ensure communities throughout NI are	
	encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations	
Political	The communications will include extensive social	
opinion	media awareness raising and circulation to Board	
	contacts through the Contacts Database which	
	includes contacts from all Section 75 groups	
	advising them of the opportunity to apply.	
	Engagement will include offers to highlight the	
	opportunity to apply and promotional materials	
	distributed at any online events (no engagement	
	face to face events due to Covid). Any opportunities	
	to ensure communities throughout NI are	
	encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations	
Racial	The communications will include extensive social	
group	media awareness raising and circulation to Board	
	contacts through the Contacts Database which	

	includes contacts from all Section 75 groups advising them of the opportunity to apply. Engagement will include offers to highlight the opportunity to apply and promotional materials distributed at any online events (no engagement face to face events due to Covid). Any opportunities to ensure communities throughout NI are	
	encouraged to apply for the positions through user friendly information, by different forms of communication and using local groups / agencies & organisations	
Age	The communications will include extensive social media awareness raising and circulation to Board contacts through the Contacts Database which includes contacts from all Section 75 groups advising them of the opportunity to apply. Engagement will include offers to highlight the opportunity to apply and promotional materials distributed at any online events (no engagement face to face events due to Covid). Any opportunities to ensure communities throughout NI are encouraged to apply for the positions through user friendly information, by different forms of communication and using local groups / agencies & organisations	
Marital status	The communications will include extensive social media awareness raising and circulation to Board contacts through the Contacts Database which includes contacts from all Section 75 groups advising them of the opportunity to apply. Engagement will include offers to highlight the opportunity to apply and promotional materials distributed at any online events (no engagement face to face events due to Covid). Any opportunities	

	to ensure communities throughout NI are encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations	
Sexual	The communications will include extensive social	
orientation	media awareness raising and circulation to Board	
	contacts through the Contacts Database which	
	includes contacts from all Section 75 groups	
	advising them of the opportunity to apply.	
	Engagement will include offers to highlight the	
	opportunity to apply and promotional materials	
	distributed at any online events (no engagement	
	face to face events due to Covid). Any opportunities	
	to ensure communities throughout NI are	
	encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations	
Men and	The communications will include extensive social	
Women	media awareness raising and circulation to Board	
generally	contacts through the Contacts Database which	
	includes contacts from all Section 75 groups	
	advising them of the opportunity to apply.	
	Engagement will include offers to highlight the	
	opportunity to apply and promotional materials	
	distributed at any online events (no engagement	
	face to face events due to Covid). Any opportunities	
	to ensure communities throughout NI are	
	encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations	

Disability	The communications will include extensive social	
	media awareness raising and circulation to Board	
	contacts through the Contacts Database which	
	includes contacts from all Section 75 groups	
	advising them of the opportunity to apply.	
	Engagement will include offers to highlight the	
	opportunity to apply and promotional materials	
	distributed at any online events (no engagement	
	face to face events due to Covid). Any opportunities	
	to ensure communities throughout NI are	
	encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations along with Guaranteed Interview	
	Scheme	
Dependants	The communications will include extensive social	
	media awareness raising and circulation to Board	
	contacts through the Contacts Database which	
	includes contacts from all Section 75 groups	
	advising them of the opportunity to apply.	
	Engagement will include offers to highlight the	
	opportunity to apply and promotional materials	
	distributed at any online events (no engagement	
	face to face events due to Covid). Any opportunities	
	to ensure communities throughout NI are	
	encouraged to apply for the positions through user	
	friendly information, by different forms of	
	communication and using local groups / agencies &	
	organisations	

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? Minor/Major/None Details of policy impact Level of impact **Good relations**

category		
Religious belief	ICOs carry out their visits in pairs and are invited to attend relevant training and recognition events, therefore, representation is likely to have a positive effect	None
Political opinion	ICOs carry out their visits in pairs and are invited to attend relevant training and recognition events, therefore, representation is likely to have a positive effect	None
Racial group	ICOs carry out their visits in pairs and are invited to attend relevant training and recognition events, therefore, representation is likely to have a positive effect	None

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

Good relations category	If Yes, provide details	lf No, provide reasons
Religious belief	There will be an opportunity to better promote good relation through ICOs from different religious backgrounds and the people from different religious backgrounds they represent coming together to undertake the role and attend relevant training sessions and the Annual Volunteer Conference	
Political opinion	There will be an opportunity to better promote good relation through ICOs from different religious backgrounds and the people from different religious backgrounds they represent coming together to undertake the role and attend relevant training sessions and the Annual Volunteer Conference	
Racial group	There will be an opportunity to better promote good relation through ICOs from different religious backgrounds and the people from different religious backgrounds they represent coming together to undertake the role and attend relevant training sessions and the Annual Volunteer Conference	

Additional considerations

Multiple identity

25. Generally speaking, people can fall into more than one Section 75 category.

Taking this into consideration, are there any potential impacts of the Page | 21

policy/decision on people with multiple identities? (*For example; disabled minority ethnic people; disabled women; young Protestant men; young lesbians, gay and bisexual people).*

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.
 n/a

Part 3

Screening decision

27. If the decision is not to conduct an equality impact assessment, please provide details of the reasons.

The data gathered provided evidence to make an assessment on the impact on particular groups and emphasised that screening out with mitigation would ensure no adverse equality / good relations impact on marginalised or disadvantaged groups and, therefore, no equality impact assessment would be required.

28. If the decision is not to conduct an equality impact assessment, consider if the policy should be mitigated or an alternative policy be introduced.

The management of the scheme (thus including the recruitment) is a legislative requirement. Following the previous recruitment exercises, equality of opportunity was considered and where possible, steps will be taken to ensure effective balance in terms of section 75 groupings. The communications will include extensive social media awareness raising and circulation to Board contacts through the contacts database advising them of the opportunity to apply with the aim of supporting as wide a public reach as possible. As all current ICOs will be leaving in June 2021, when they reach the end of their tenure, there can be no disadvantaged groups from the current make-up of the team as this will be an entirely new ICO team being recruited, therefore, no mitigation is required in this recruitment campaign for those disadvantaged groups (race, age and disability).

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

30. Further advice on equality impact assessment may be found in a separate Equality Commission publication: "Practical Guidance on Equality Impact Assessment".

Mitigation

- 31. When the public authority concludes that the likely impact is 'minor' and an equality impact assessment is not to be conducted, the public authority may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.
- 32. Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity and/or good relations? Not necessary as many possible steps are, and will be, taken to ensure all members of the public can apply if they wish.
- 33. If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy.

There are a number of steps to be taken to ensure all members of the public can apply which includes:

- monitor the number applications received by gender, race, age and disability and to keep support organisations updated in order to encourage people to apply;
- make contact with support groups and organisations of Section 75 groups to offer advice in the recruitment process;
- ensure information and communication is user-friendly and widely distributed and available in alternative formats upon request;
- promote the equality for Section 75 groups such as race, age and gender in recruitment campaign materials;
- offer Guaranteed Interviews to those with disabilities;
- offer to give advice to individuals seeking clarification or needing more encouragement; and
- offer and outline the reimbursement of relevant out of pocket expenses including childcare

Timetabling and prioritising

- 34. Factors to be considered in timetabling and prioritising policies for equality impact assessment.
- 35. If the policy has been '**screened in**' for equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.
- 36. 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.

Priority criterion	Rating (1-3)
Effect on equality of opportunity and good relations	n/a
Social need	n/a
Effect on people's daily lives	n/a
Relevance to a public authority's functions	n/a

- 37. **Note:** 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 public authority in timetabling. Details of the Public Authority's Equality Impact Assessment Timetable should be included in the quarterly Screening Report.
- 38. Is the policy affected by timetables established by other relevant public authorities?
- 39. If yes, please provide details.

Monitoring

- 40. Public authorities should consider the guidance contained in the Equality Commission's Monitoring Guidance for Use by Public Authorities (July 2007).
- 41. The Equality Commission recommends that where the policy has been amended or an alternative policy introduced, the public authority should monitor more broadly than for adverse impact (See Benefits, P.9-10, paras 2.13 – 2.20 of the Monitoring Guidance).
- 42. Effective monitoring will help the public authority identify any future adverse impact arising from the policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and policy development.

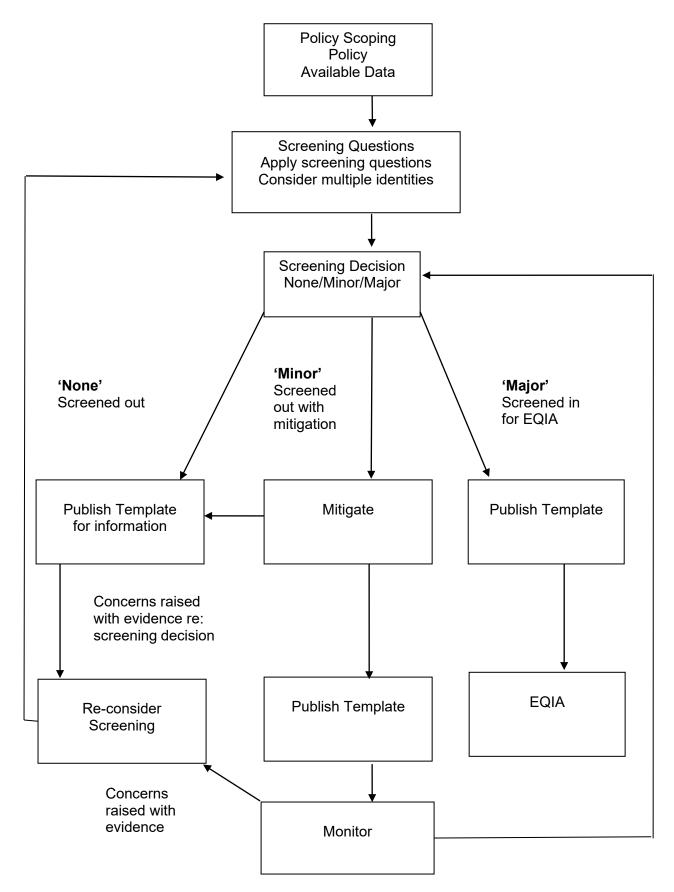
Part 5

Approval and authorisation

Screened by:	Position/Job Title/ Organisation	Date
Kim McAllister	Engagement Officer	25 th February 2021
Approved by:	Engagement Manager	4th March 2021
Joanne Fitzsimons		

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the public authority's website as soon as possible following completion and made available on request.

EQUALITY SCREENING FLOWCHART



MAIN GROUPS IDENTIFIED AS RELEVANT TO THE SECTION 75 CATEGORIES

Category	Main Groups
Religious Belief	Protestants; Catholics; people of other religious belief; people of no religious belief
Political Opinion	Unionists generally; Nationalists generally; members/supporters of any political party
Racial Group	White people; Chinese; Irish Travellers; Indians; Pakistanis; Bangladeshis; Black Africans; Afro Caribbean people; people of mixed ethnic group, other groups
Age	For most purposes, the main categories are: children under 18; people aged between 18 and 65. However the definition of age groups will need to be sensitive to the policy under consideration. For example, for some employment policies, children under 16 could be distinguished from people of working age
Marital/Civil Partnership Status	Married people; unmarried people; divorced or separated people; widowed people; civil partnerships
Sexual Orientation	Heterosexuals; bisexual people; gay men; lesbians
Men and Women generally	Men (including boys); women (including girls); trans- gender and trans-sexual people
Persons with a disability and persons without	Persons with a physical, sensory or learning disability as defined in Schedules 1 and 2 of the Disability Discrimination Act 1995.
Persons with dependants and persons without	Persons with primary responsibility for the care of a child; persons with personal responsibility for the care of a person with a disability; persons with primary responsibility for a dependent elderly person.