

Newry, Mourne and Down District Council Policy Screening Form

Policy Information

Name of the policy	Newry, Mourne and Down District Council's draft Performance Improvement Objectives 2021-22
Is this an existing, revised or new policy?	Revised
What is it trying to achieve (aims/outcomes)	<p>The following five performance improvement objectives have been developed, all of which are clearly linked to the Community Plan and Corporate Plan 2021-23.</p> <ol style="list-style-type: none"> 1. We will encourage local people to lead healthy and active lives by improving the quality of our parks and open spaces 2. We will grow the economy by supporting local businesses and creating new jobs 3. We will improve the cleanliness of our District by addressing littering, fly tipping and dog fouling incidents 4. We will build the capacity of local communities through the Financial Assistance Scheme 5. We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme
Are there any Section 75 categories which might be expected to benefit from the intended policy?	All categories are expected to benefit from the intended policy approach.
If so, explain how.	<p>The performance improvement objectives 2021-22 will deliver direct positive outcomes for citizens, local businesses, visitors and service users in relation to:</p> <ul style="list-style-type: none"> • Improved opportunities to participate in physical and recreational activity at the Council's parks and open spaces • Improved access to economic development opportunities, support for local businesses and more job creation • Living in a cleaner District, with the Council addressing the levels of littering, fly tipping and dog fouling • Improved opportunities to engage with the Council

	<p>and support the local area through the Financial Assistance Scheme</p> <ul style="list-style-type: none"> Improvements to the Planning Service, particularly in relation to reduced processing times for planning applications and enforcement cases
Who initiated or wrote the policy?	Kate Bingham, Head of Performance and Improvement
Who owns and who implements the policy?	Dorinnia Carville – Director: Corporate Services Kate Bingham - Head of Performance and Improvement

Implementation factors

	Yes	No
Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?	X	
If yes, are they Financial	X	
If yes, are they Legislative	X	
If yes, and they are Other please specify:		

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

	Yes	No
Staff	X	
Service users	X	
Other public sector organisations	X	
Voluntary/community/trade unions	X	
Other, please specify:	Members of the community in general	

Other policies with a bearing on this policy

What are they	Examples include the Local Government Act (NI) 2014, Council's Corporate Plan 2021-23, Play Strategy, Economic Regeneration and Investment Strategy, Dog Fouling Strategy, Enforcement Improvement Plan, Financial Assistance Policy, as well as the statutory duties in relation to a General Duty of Improvement, Community Planning and Section 75 of the NI Act 1998 (as per
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	commitments and obligations outlined within Council's approved Equality Scheme).
Who owns them	All policies and strategies fall under the corporate responsibilities of the Council, as well as the Community Planning Partnership.

Available evidence

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for relevant Section 75 categories.

Section 75 Category	Details of needs/experiences/priorities																		
Religious belief	<table border="1"> <thead> <tr> <th>LGD</th> <th>All usual residents</th> <th>Catholic</th> <th>Protestant and other Christian</th> <th>Other religions</th> <th>None</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>1,810,863</td> <td>817,385 (45.14%)</td> <td>875,717 (48.36%)</td> <td>16,592 (0.9%)</td> <td>101,169 (5.59%)</td> </tr> <tr> <td>Newry, Mourne & Down</td> <td>171533</td> <td>113200 (65.99%)</td> <td>34718 (20.24%)</td> <td>752 (0.43%)</td> <td>10229 (5.96%)</td> </tr> </tbody> </table> <p>(Source: Census Data 2011).</p>	LGD	All usual residents	Catholic	Protestant and other Christian	Other religions	None	Northern Ireland	1,810,863	817,385 (45.14%)	875,717 (48.36%)	16,592 (0.9%)	101,169 (5.59%)	Newry, Mourne & Down	171533	113200 (65.99%)	34718 (20.24%)	752 (0.43%)	10229 (5.96%)
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Newry, Mourne & Down	171533	113200 (65.99%)	34718 (20.24%)	752 (0.43%)	10229 (5.96%)														
Political opinion	<p>Elected political party representation is an approximate barometer of political opinion of people within the Council area.</p> <p>The party breakdown of the Council's elected members is as follows:</p> <table> <tr> <td>Sinn Féin</td> <td>16 seats</td> </tr> <tr> <td>SDLP</td> <td>11 seats</td> </tr> <tr> <td>Independents</td> <td>5 seats</td> </tr> <tr> <td>Democratic Unionist</td> <td>3 seats</td> </tr> <tr> <td>Ulster Unionist</td> <td>4 seats</td> </tr> <tr> <td>Alliance</td> <td>2 seats</td> </tr> </table> <p>Councillors are elected within seven District Electoral Areas (DEAs) across the Council area. With respect to party political representation, democratic deficits exist within particular DEAs i.e three DEAs have no PUL Councillor representation (Newry, Crotlieve and Downpatrick), two DEAs have one PUL (Slieve Croob and Slieve Gullion) Councillor and, one DEA has one CNR (Rowallane).</p>	Sinn Féin	16 seats	SDLP	11 seats	Independents	5 seats	Democratic Unionist	3 seats	Ulster Unionist	4 seats	Alliance	2 seats						
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Racial group	<p>According to the 2011 Census, 1.8% (32,400) of the usually resident population of Northern Ireland belongs to minority ethnic groups. This is more than double the proportion in 2001 (0.8%).</p> <p>The minority ethnic language profile within the area serves as a possible indicator of the BME community profile. The composition of language groups in the Newry, Mourne and Down District Council area is noted by NISRA (2011) as follows:</p> <p>Minority Ethnic Language Profile of the Newry, Mourne and Down LGD Area</p> <table border="1" data-bbox="391 616 1380 1254"> <thead> <tr> <th>Main language of residents in Newry, Mourne and Down District LGD</th> <th>Number</th> <th>Percentage %</th> </tr> </thead> <tbody> <tr><td>English</td><td>156794</td><td>97.15</td></tr> <tr><td>Polish</td><td>2100</td><td>1.18</td></tr> <tr><td>Lithuanian</td><td>836</td><td>0.47</td></tr> <tr><td>Irish</td><td>367</td><td>0.24</td></tr> <tr><td>Portuguese</td><td>86</td><td>0.05</td></tr> <tr><td>Slovak</td><td>134</td><td>0.08</td></tr> <tr><td>Chinese</td><td>121</td><td>0.07</td></tr> <tr><td>Tagalog/Filipino</td><td>55</td><td>0.03</td></tr> <tr><td>Latvian</td><td>208</td><td>0.25</td></tr> <tr><td>Russian</td><td>109</td><td>0.06</td></tr> <tr><td>Malayalam</td><td>87</td><td>0.05</td></tr> <tr><td>Hungarian</td><td>74</td><td>0.04</td></tr> <tr><td>Other</td><td>755</td><td>0.46</td></tr> </tbody> </table>	Main language of residents in Newry, Mourne and Down District LGD	Number	Percentage %	English	156794	97.15	Polish	2100	1.18	Lithuanian	836	0.47	Irish	367	0.24	Portuguese	86	0.05	Slovak	134	0.08	Chinese	121	0.07	Tagalog/Filipino	55	0.03	Latvian	208	0.25	Russian	109	0.06	Malayalam	87	0.05	Hungarian	74	0.04	Other	755	0.46			
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	90+	10231	829
Marital status	The table below provides an overview of the marital status profile of the Newry, Mourne and Down area:		
	Marital Status	Newry, Mourne and Down LGD	NI
	All usual residents: Aged 16+ years	132455	1431540
	Single (never married or never registered a same-sex civil partnership) Aged 16+ years	47722	517393 (35.14%)
	Married: Aged 16+ years	65255	680831 (47.56%)
	In a registered same-sex civil partnership: Aged 16+ years	102	1243 (0.09%)
	Separated (but still legally married or still legally in a same-sex civil partnership): Aged 16+ years	4697	56911 (3.98%)
	Divorced or formerly in a same-sex civil partnership which is now	6271	78074 (5.45%)

	legally dissolved																		
	Widowed or surviving partner from a same-sex civil partnership: Aged 16+ years	8408	97088 (6.78%)																
Sexual orientation	<p>Analysis of the Census 2011 indicates that between 2% and 10% of the population may be lesbian, gay or bisexual.</p> <p>There are no official statistics in relation to the number of gay, lesbian or bisexual people in Northern Ireland. However, research conducted by the HM Treasury shows that between 5% - 7% of the UK population identify themselves as gay, lesbian, bisexual or 'trans' (transsexual, transgendered and transvestite) (LGBT). This is a sizeable proportion of the population here in Northern Ireland.</p>																		
Men and women generally	<p>The gender profile for the Newry, Mourne and Down LGD is as follows:</p> <table border="1"> <thead> <tr> <th>LGD</th> <th>Male</th> <th>Female</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>887323</td> <td>923540</td> </tr> <tr> <td>Newry, Mourne and Down LGD</td> <td>83866</td> <td>85345</td> </tr> </tbody> </table>			LGD	Male	Female	Northern Ireland	887323	923540	Newry, Mourne and Down LGD	83866	85345							
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	<p>Down</p> <p>In Northern Ireland the profile of people with a disability is cited as follows:</p> <ul style="list-style-type: none"> • More than 1 in 5 or 21% of the population in Northern Ireland has a disability The incidence of disability is higher in Northern Ireland than any other part of the UK • 1 in 7 people in Northern Ireland have some form of hearing loss • 5,000 sign language users who use British Sign Language (BSL) and/or Irish Sigh Language (ISL) • In Northern Ireland there are 57,000 blind people or people with significant visual impairment • 52,000 people with learning disabilities <p>(Source: Disability Action)</p>
Dependants	<p>Persons with dependents may be people who have personal responsibility for the care of a child (or children), a person with a disability, and / or a dependent older person.</p> <p>According to the Census 2011, there are 61,998 households in Newry, Mourne and Down, 37.5% of which have dependents. With regard to these figures, dependents are defined as those aged 0-15 years or those aged 16-18 years who are in full-time education and living with their parents or grandparents. Similar to the regional trend, the proportion of households with dependents in the District has declined from 50% in 1981 to 37.5% in 2011.</p> <p>There are 5,466 lone parent households with dependent children in Newry, Mourne and Down which equates to almost 9% of number of total households in the District and is the fourth highest in Northern Ireland, after Belfast (17,036), Derry and Strabane (6,337) and Armagh, Banbridge and Craigavon (6,337). Half of the parents in lone parent household in Newry, Mourne and Down are unemployed, almost a quarter are in full time employment and over a quarter are in part time employment. 89% of the parents in lone parent households are female compared to 11% who are male.</p> <p>In 2015-17, the teenage conception rate (under 17 years old) was 0.73 per 1,000 mothers, which is the third lowest in Northern Ireland after Fermanagh and Omagh (0.56) and Mid Ulster (0.0).</p>

Needs, experiences and priorities

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 needs/experiences/priorities
Religious belief	<p>All actions in relation to the performance improvement objectives 2021-22 should be underpinned by a corporate commitment to improve access to facilities, services and information, and encourage openness, transparency, on-going dialogue, and access to decision-makers.</p> <p>To ensure the performance improvement objectives are targeted and meaningful for the community as a whole, rather than being those of particular organisations or interest group, they have been subjected to effective challenge and scrutiny mechanisms which build in foresight and forward planning to ensure the Council continues to meet clearly identified needs and effectively manage community expectations.</p> <p>Community confidence will be generated, and the reputation of the Council will be enhanced through meaningful consultation, encouraging stakeholder participation, listening to, respecting and valuing minority voices, demonstrating evidence based decision-making, and reporting progress to consultees. The Council is carrying out a robust and inclusive consultation and engagement process on the performance improvement objectives 2021-22, which will target all sections of the local community, encouraging them to have their say.</p>
Political opinion	As above.
Racial group	<p>As above.</p> <p>The Council is carrying out a robust and inclusive consultation and engagement process on the performance improvement objectives 2021-22, which will target all sections of the local community, including BME communities through the Ethnic Minority Support Centre, encouraging them to have their say.</p>
Age	All actions in relation to the performance improvement objectives should be underpinned by a corporate commitment to improve access to facilities, services and information, and encourage openness, transparency, on-going dialogue, and access to

	<p>decision-makers.</p> <p>To ensure the performance improvement objectives are targeted and meaningful for the community as a whole, rather than being those of particular organisations or interest group, they have been subjected to effective challenge and scrutiny mechanisms which build in foresight and forward planning to ensure the Council continues to meet clearly identified needs and effectively manage community expectations.</p> <p>Community confidence will be generated, and the reputation of the Council will be enhanced through meaningful consultation, encouraging stakeholder participation, listening to, respecting and valuing minority voices, demonstrating evidence based decision-making, and reporting progress to consultees. The Council is carrying out a robust and inclusive consultation and engagement process on the performance improvement objectives 2021-22, which will target all sections of the local community, including the Youth Council's and Older Persons Forum.</p>
Marital status	<p>All actions in relation to the performance improvement objectives should be underpinned by a corporate commitment to improve access to facilities, services and information, and encourage openness, transparency, on-going dialogue, and access to decision-makers.</p> <p>To ensure performance improvement objectives are targeted and meaningful for the community as a whole, rather than being those of particular organisations or interest groups, they must have effective challenge and scrutiny mechanisms which build in foresight and forward planning to ensure Council continues to meet clearly identified needs, and effectively manages community expectations.</p> <p>Community confidence will be generated, and Council reputation enhanced through meaningful consultation, encouraging stakeholder participation, listening to, respecting and valuing minority voices, demonstrating evidence based decision-making, and reporting progress to consultees.</p>
Sexual orientation	As above.
Men and women generally	As above.

Disability	As above.
Dependants	As above.

Screening Questions

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

Section 75 category	Details of policy impact	Level of impact? Major/minor/none
Religious belief	<p>No adverse impact is currently anticipated.</p> <p>Direct positive outcomes for service users in relation to improved opportunities to participate in physical and recreational activity, access economic development support, living in a cleaner District, building their capacity and accessing a more access a more effective Planning Service.</p> <p>With respect to local engagement structures in support of the implementation of the Community Plan, the establishment and operation of key forums such as the District Electoral Area structures on which individuals nominated and representing networks participate with Councillors, the Community Planning Partnership and Thematic Working Groups provides direct community engagement opportunities with the decision-making structures of the Council.</p>	<p>Minor</p> <p>Minor</p>
Political opinion	As above.	Minor
Racial group	No adverse impact is currently anticipated.	Minor - positive

Age	No adverse impact is currently anticipated.	Major - positive
Marital status	<p>No adverse impact is currently anticipated.</p> <p>Direct positive outcomes for service users in relation to improved opportunities to participate in physical and recreational activity, access economic development support, living in a cleaner District, building their capacity and accessing a more access a more effective Planning Service.</p> <p>With respect to local structures in support of the development of the Community Plan, the establishment and operation of key forums such as the District Electoral Area structures on which individuals nominated and representing networks participate with Councillors, the Community Planning Partnership and Thematic Working Groups provides direct community engagement opportunities.</p>	Minor
Sexual orientation	As above.	Minor
Men and women generally	As above.	Minor
Disability	As above.	Minor
Dependants	As above.	Minor

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

Section 75 category	If Yes, provide details	If No, provide details
Religious belief	While no adverse impact is	

	<p>currently anticipated, in the delivery of its functions relating to the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.</p>	
Political opinion	<p>Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.</p> <p>This is of particular relevance due to the party political representation and democratic deficits which exist within particular DEAs i.e three DEAs have no PUL Councillor representation (Newry, Crotlieve and Downpatrick), and three DEAs have either one CNR (Rowallane) or PUL (Slieve Croob and Slieve Gullion) Councillor.</p>	
Racial group	<p>Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.</p>	

Age	Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.	
Marital status	Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.	
Sexual orientation	Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.	
Men and women generally	Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.	

Disability	<p>Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.</p> <p>In addition, the Council should also be mindful of its statutory duty under Section 49A of the Disability Discrimination Act 1995 (as amended by the) Disability Discrimination (NI) Order 2006 which requires the Council, in carrying out its functions, to have due regard to the need to encourage participation by disabled people in public life.</p>	
Dependants	<p>While no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.</p>	

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

Good relations category	Details of policy impact	Level of impact? Major/minor/none
Religious belief	There is nothing to suggest the performance improvement objectives will adversely impact upon good relations.	None
Political opinion	There is nothing to suggest the	None

	performance improvement objectives will adversely impact upon good relations.	
Racial group	There is nothing to suggest the performance improvement objectives will adversely impact upon good relations.	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	If No , provide details
Religious belief	Whilst no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to have regard towards the desirability of promoting good relations, and to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.	
Political opinion	While no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to have regard towards the desirability of promoting good relations, and to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes. This is of particular relevance	

	<p>due to the party political representation and democratic deficits which exist within particular DEAs i.e three DEAs have no PUL Councillor representation (Newry, Crotlieve and Downpatrick), and three DEAs have either one CNR (Rowallane) or PUL (Slieve Croob and Slieve Gullion) Councillor.</p>	
Racial group	<p>While no adverse impact is currently anticipated, in the delivery of the performance improvement objectives, the Council must be mindful at all times of its statutory duties under Section 75 of the NI Act 1998 to have regard towards the desirability of promoting good relations, and to ensure equality of opportunity to access, participate and contribute are key components which underpin any processes.</p>	

Additional considerations

Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities? (For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people).

None

Screening Decision

In light of your answers to the previous questions, do you feel that the policy should (please underline one):

- 1. Not be subject to an EOIA (with no mitigating measures required)**

2. Not be subject to an EQIA (with mitigating measures /alternative policies)
3. Not be subject to an EQIA at this time
4. Be subject to an EQIA

If 1. or 2. (i.e. not be subject to an EQIA), please provide details of the reasons why:

The draft Performance Improvement Objectives 2021-22, have been equality screened and it is recommended it not be subject to an equality impact assessment (with no mitigating measures required).

The Council has demonstrated strong civic leadership as a public authority in terms of decision-making and developing the performance improvement objectives. The performance improvement objectives are based upon an assessment of the baseline evidence and directly aligned to the Corporate Plan 2021-23, Residents Survey 2018, Consultation and Engagement on the Performance Improvement Objectives 2017-18, 2018-19 and 2019-20 and other key plans and strategies including the Tourism Strategy and Play Strategy.

Meaningful consultation has improved evidence based decision-making. Recording and retaining evidence of consultations and reporting progress are key aspects which underpin the Council's organisational learning and development as a public authority, thereby enhancing both the reputation and community confidence in the Council, as a civic leader.

This has already been exhibited through the Council's commitment to inter and intra collaborative working in aligning consultation with established or planned community engagement approaches, a corporate commitment to improving access to facilities, services and information, and encouraging openness, transparency and on-going dialogue to set and agree its performance improvement objectives.

Whilst the Council's Equality Scheme commits to holding consultation exercises relevant to the statutory duties for a minimum of twelve weeks, it also sets out exceptional circumstances where the twelve weeks may not apply. In this instance, it is proposed that the Council implements an eight-week consultation process on the performance improvement objectives in order to ensure the deadline for publishing the Performance Improvement Plan 2021-22 by 30 June 2021 is met.

It should also be noted that the performance improvement objectives 2021-22 have been developed based the content of existing strategies, including the Community Plan and Corporate Plan, which have been informed by a robust and reliable quantitative and qualitative evidence base.

The performance improvement objectives include effective challenge and scrutiny mechanisms which build in foresight and forward planning to ensure the Council:

- Continues to meet clearly identified needs
- Effectively manages community expectations
- Enables all communities benefit from the performance improvement objectives, rather than particular organisations or interest groups solely being targeted
- Conducts Mid year and Annual progress reports progress in delivering the performance improvement objectives 2021-22.

If 2. (i.e. not be subject to an EQIA), in what ways can identified adverse impacts attaching to the policy be mitigated or an alternative policy be introduced?

In light of these revisions, is there a need to re-screen the revised/alternative policy? Yes / No. If No, please explain why

If 3. or 4. (i.e. to conduct an EQIA), please provide details of the reasons:

Timetabling and prioritising EQIA

If 3. or 4, is the policy affected by timetables established by other relevant public authorities? NO

If YES, please provide details:

Please answer the following questions to determine priority for timetabling the EQIA. 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 EQIA.

Priority criterion	Rating (1-3)
Effect on equality of opportunity and good relations	
Social need	

Effect on people's daily lives	
Relevance to a public authority's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for EQIA. This list of priorities will assist you in timetabling the EQIA. Details of your EQIA timetable should be included in the quarterly Section 75 report.

Proposed date for commencing EQIA: _____

Monitoring

Effective monitoring will help identify any future adverse impacts arising from the policy which may lead you to conduct an EQIA, as well as help with future planning and policy development.

Please detail proposed monitoring arrangements below:

The Performance Improvement Plan, and associated performance improvement objectives, will be reviewed annually.

Approval and Authorisation

Screened by:	Position/Job Title	Date
Colin Moffett	Head of Corporate Policy	2 March 2021
Kate Bingham	Head of Performance and Improvement	2 March 2021
Approved by:		
Dorinnia Carville	Director: Corporate Services	

Note: The completed policy screening template, signed off by the appropriate policy lead within the Council, and approved by the senior manager responsible for the policy, should be forwarded to the Head of Corporate Policy who will arrange for it to be included in the Council's Quarterly Report on Screening and made available on the Council's website.