

# Newry, Mourne and Down District Council Policy Screening Form

## Policy Information

Name of the policy	Newry, Mourne and Down District Council Non-Current Asset Policy and Procedures
Is this an existing, revised or new policy?	New
What is it trying to achieve (aims/outcomes)	<p>The aim of the Non-Current Asset Policy and Procedures is to clearly set out the Council's policy and procedures in relation to the appropriate management, recording and monitoring and accounting of Non-Current Assets and to ensure that all members and officers are aware of their roles and responsibilities.</p> <p>The policy applies to all officers with responsibility for Non-Current Assets and sets out how they are identified and to ensure Council officers are aware of the financial implications of acquiring and disposing of assets, and to provide guidance on how managers should ensure the maintenance and safeguarding of the assets within their area of responsibility.</p> <p>The policy and procedures does not aim to be prescriptive with regard to providing monetary values and levels of management authorisation for aspects of asset management. These provide guidance on good practice. It is recognised that further policies and procedures may be required for 'Donated Assets', 'Inventory of Assets' and 'Disposal of Assets'</p>
Are there any Section 75 categories which might be expected to benefit from the intended policy?  If so, explain how.	No specific Section 75 category might be expected to benefit from the policy and procedure.
Who initiated or wrote the policy?	Mrs Maureen Morgan, Management Accountant, Capital and Budgets
Who owns and who implements the policy?	Assistant Director of Corporate Services (Finance)

## Implementation factors

	Yes	No
Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?		<b>X</b>
If yes, are they Financial		
If yes, are they Legislative		
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		
Other public sector organisations	X	
Voluntary/community/trade unions		
Other, please specify:		

## Other policies with a bearing on this policy

What are they and who owns them	<ul style="list-style-type: none"> <li>• Financial Regulations</li> <li>• Revenue Expenditure Funded Under Statute (REFCUS)</li> <li>• Minimum Revenue Provision Statement (M.R.P.)</li> <li>• Code of Practice on Local Government Accounting</li> <li>• Capital Strategy Report</li> <li>• Economic Appraisals &amp; Business Cases Templates &amp; Procedures</li> <li>• Procurement Policy &amp; Procedures</li> <li>• Property Asset Strategy</li> <li>• Procedures for Acquisition and Disposal of Land Assets (December 2014)</li> <li>• Fraud Response Plan</li> </ul>
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## 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 evidence / information																					
Religious belief	<table border="1" data-bbox="411 506 1396 779"> <thead> <tr> <th data-bbox="411 506 587 607">LGD</th> <th data-bbox="592 506 751 607">All usual residents</th> <th data-bbox="756 506 916 607">Catholic</th> <th data-bbox="920 506 1096 607">Protestant and other Christian</th> <th data-bbox="1101 506 1260 607">Other religions</th> <th data-bbox="1265 506 1396 607">None</th> </tr> </thead> <tbody> <tr> <td data-bbox="411 613 587 678">Northern Ireland</td> <td data-bbox="592 613 751 678">1,810,863</td> <td data-bbox="756 613 916 678">817,385 (45.14%)</td> <td data-bbox="920 613 1096 678">875,717 (48.36%)</td> <td data-bbox="1101 613 1260 678">16,592 (0.9%)</td> <td data-bbox="1265 613 1396 678">101,169 (5.59%)</td> </tr> <tr> <td data-bbox="411 685 587 779">Newry, Mourne &amp; Down</td> <td data-bbox="592 685 751 779">171533</td> <td data-bbox="756 685 916 779">113200 (65.99%)</td> <td data-bbox="920 685 1096 779">34718 (20.34%)</td> <td data-bbox="1101 685 1260 779">752 (0.43%)</td> <td data-bbox="1265 685 1396 779">10229 (5.96%)</td> </tr> </tbody> </table> <p data-bbox="411 786 794 817">(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 (20.34%)	752 (0.43%)	10229 (5.96%)			
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Political opinion	<p data-bbox="384 869 1407 934">Elected political party representation is an approximate barometer of political opinion of people within the Council area.</p> <p data-bbox="384 969 1294 1001">The party breakdown of the Council's elected members is as follows:</p> <table data-bbox="384 1037 979 1234"> <tbody> <tr> <td data-bbox="384 1037 858 1068">Sinn Féin</td> <td data-bbox="858 1037 979 1068">16 seats</td> </tr> <tr> <td data-bbox="384 1068 858 1099">SDLP</td> <td data-bbox="858 1068 979 1099">11 seats</td> </tr> <tr> <td data-bbox="384 1099 858 1131">Democratic Unionist</td> <td data-bbox="858 1099 979 1131">3 seats</td> </tr> <tr> <td data-bbox="384 1131 858 1162">Independents</td> <td data-bbox="858 1131 979 1162">5 seats</td> </tr> <tr> <td data-bbox="384 1162 858 1193">Ulster Unionist</td> <td data-bbox="858 1162 979 1193">4 seats</td> </tr> <tr> <td data-bbox="384 1193 858 1234">Alliance</td> <td data-bbox="858 1193 979 1234">2 seat</td> </tr> </tbody> </table>	Sinn Féin	16 seats	SDLP	11 seats	Democratic Unionist	3 seats	Independents	5 seats	Ulster Unionist	4 seats	Alliance	2 seat									
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Racial group	<p data-bbox="384 1308 1407 1406">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 data-bbox="384 1442 1342 1507">The minority ethnic language profile within the area serves as a possible indicator of the BME community profile.</p> <p data-bbox="384 1543 1407 1608">The composition of language groups in the Newry, Mourne and Down District Council area is noted by NISRA (2011) as follows:</p> <p data-bbox="384 1644 1407 1709"><b>Minority Ethnic Language Profile of the Newry, Mourne and Down LGD Area</b></p> <table border="1" data-bbox="384 1715 1385 2022"> <thead> <tr> <th data-bbox="384 1715 858 1809">Main language of residents in Newry, Mourne and Down District LGD</th> <th data-bbox="858 1715 1086 1809">Number</th> <th data-bbox="1086 1715 1385 1809">Percentage %</th> </tr> </thead> <tbody> <tr> <td data-bbox="384 1816 858 1848">English</td> <td data-bbox="858 1816 1086 1848">156794</td> <td data-bbox="1086 1816 1385 1848">97.15</td> </tr> <tr> <td data-bbox="384 1848 858 1879">Polish</td> <td data-bbox="858 1848 1086 1879">2100</td> <td data-bbox="1086 1848 1385 1879">1.18</td> </tr> <tr> <td data-bbox="384 1879 858 1910">Lithuanian</td> <td data-bbox="858 1879 1086 1910">836</td> <td data-bbox="1086 1879 1385 1910">0.47</td> </tr> <tr> <td data-bbox="384 1910 858 1942">Irish</td> <td data-bbox="858 1910 1086 1942">367</td> <td data-bbox="1086 1910 1385 1942">0.24</td> </tr> <tr> <td data-bbox="384 1942 858 1973">Portuguese</td> <td data-bbox="858 1942 1086 1973">86</td> <td data-bbox="1086 1942 1385 1973">0.05</td> </tr> <tr> <td data-bbox="384 1973 858 2004">Slovak</td> <td data-bbox="858 1973 1086 2004">134</td> <td data-bbox="1086 1973 1385 2004">0.08</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
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	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
Age	The age profile of the Newry, Mourne and Down LGD area at Census Day 2011 is as follows:		
	<b>Age Profile</b>	<b>NI</b>	<b>Newry, Mourne &amp; Down</b>
	0-4	124382	12721
	5-7	67662	6876
	8-9	43625	4595
	10-14	119034	12287
	15	24620	2599
	16-17	51440	5260
	18-19	50181	4570
	20-24	126013	11570
	25-29	124099	11805
	30-34	373947	35122
	45-59	347850	32556
	60-64	94290	8624
	65-74	145600	12817
	75-84	86724	7453
	85-89	21165	1849
	90+	10231	829
Marital status	The table below illustrates the marital status profile of the Newry, Mourne and Down area:		
	<b>Marital Status</b>	<b>Newry, Mourne and Down LGD</b>	<b>NI</b>
	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%)

	16+ years																		
	Divorced or formerly in a same-sex civil partnership which is now legally dissolved	6271	78074 (5.45%)																
	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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Disability	<p>According to the 2011 Census 19.62% of people in the Newry, Mourne and Down District Council area have a long-term health problem or disability that limits their day-to-day activities;</p> <table border="1"> <thead> <tr> <th>LGD</th> <th>All usual residents</th> <th>Long-term health problem or disability: Day-to-day activities limited a lot</th> <th>Long-term health problem or disability: Day-to-day activities limited a little</th> <th>Long-term health problem or disability: Day-to-day activities not limited</th> </tr> </thead> <tbody> <tr> <td>Northern Ireland</td> <td>1810863</td> <td>215232 (11.89%)</td> <td>159414 (8.8%)</td> <td>1436217 (79.31%)</td> </tr> <tr> <td>Newry, Mourne and Down</td> <td>171533</td> <td>19579 (11.4%)</td> <td>14102 (8.22%)</td> <td>135530 (79.01%)</td> </tr> </tbody> </table> <p>In Northern Ireland the profile of people with a disability is cited as follows:</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• 1 in 7 people in Northern Ireland have some form of hearing loss</li> <li>• 5,000 sign language users who use British Sign Language (BSL) and/or Irish Sign Language (ISL)</li> </ul>				LGD	All usual residents	Long-term health problem or disability: Day-to-day activities limited a lot	Long-term health problem or disability: Day-to-day activities limited a little	Long-term health problem or disability: Day-to-day activities not limited	Northern Ireland	1810863	215232 (11.89%)	159414 (8.8%)	1436217 (79.31%)	Newry, Mourne and Down	171533	19579 (11.4%)	14102 (8.22%)	135530 (79.01%)
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	<ul style="list-style-type: none"> <li>• In Northern Ireland there are 57,000 blind people or people with significant visual impairment</li> <li>• 52,000 people with learning disabilities</li> </ul> <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>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 2012, the teenage conception rate was 1.02 per 1,000 mothers, which is the third lowest in N.Ireland before Lisburn and Castlereagh and Fermanagh and Omagh.</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

<b>Section 75 Category</b>	<b>Details of needs/experiences/priorities</b>
Religious belief	No specific needs, experiences and priorities for the Section 75 categories have been identified in relation to the Non-Current Asset Policy and & Procedures.
Political opinion	
Racial group	
Age	
Marital status	
Sexual orientation	
Men and women generally	
Disability	
Dependants	

## 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	No specific needs, experiences and priorities for the nine Section 75 categories have been identified in relation to the Non-Current Asset Policy and & Procedures.	None
Political opinion		
Racial group		
Age		
Marital status		
Sexual orientation		
Men and women generally		
Disability		
Dependants		

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		No
Political opinion		
Racial group		
Age		
Marital status		
Sexual orientation		
Men and women generally		
Disability		
Dependants		

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	No specific needs, experiences and priorities for the good relations categories have been identified in relation to the Non-Current Asset Policy and & Procedures.	None
Political opinion		
Racial group		

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		No



Political opinion		
Racial group		

## 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

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

### 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 EQIA (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:

It is recommended the Non-Current Asset Policy & Procedures not be subject to an EQIA (with no mitigating measures required).

The reason for this decision is that no specific needs, experiences and priorities for the nine Section 75 categories have been identified in relation to the policy and procedures.

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.

<b>Priority criterion</b>	<b>Rating (1-3)</b>
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 policy should be reviewed on a yearly basis, or sooner as necessary, to ensure that it remains up-to-date with accounting legislation and organisational changes etc.

## Approval and Authorisation

<b>Screened by:</b>	<b>Position/Job Title</b>	<b>Date</b>
Maureen Morgan	Management Accountant, Capital and Budgets	6 February 2020
<b>Approved by:</b>		

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 / Corporate Policy & Equality Officer who will arrange for it to be included in the Council's Quarterly Report on Screening and made available on the Council's website.