

# Equality Screening Template



The Council has a statutory duty to screen. This includes our strategies, plans, policies, legislative developments; and new ways of working such as the introduction, change or end of an existing service, grant funding arrangement or facility. This screening template is designed to help departments consider the likely equality impacts of their proposed decisions on different groups of customers, service users, staff and visitors.

Before carrying out an equality screening exercise it is important that you have received the necessary training first. To find out about the training needed or any other queries on screening, contact the Equality and Diversity Officers (job-share) Stella Gilmartin or Lorraine Dennis on extension 6026/7 or by email [equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk)

The accompanying **Screening Guidance** note provides straightforward advice on how to carry out equality screening exercises. Detailed information about the Section 75 equality duties and what they mean in practice is available on the Equality Commission's website<sup>1</sup>.

The screening template has 4 sections to complete. These are:

**Section A** - provides details about the policy / decision that is being screened

**Section B** – gives information on the consultation process, supporting evidence gathered and has 4 key questions outlining the likely impacts on all equality groups.

**Section C** - has 4 key questions in relation to obligations under the Disability Discrimination Order

**Section D** - is the formal record of the screening decision.

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<sup>1</sup> <http://www.equalityni.org/archive/pdf/S75GuideforPublicAuthoritiesApril2010.pdf>

## **Section A**

### **Details about the policy / decision to be screened**

#### **1. Title of policy / decision to be screened:-**

City Hall Cenotaph – Upgrading, Refurbishment, Restoration and Enhancement

#### **2. Brief description of policy / decision to be screened:-**

The project concerns enhancement and refurbishment of the existing Cenotaph area to increase accessibility for less able and less mobile clients/visitors. It also includes provision of accessible access to the Korean War Memorial directly from the Memorial Gardens.

#### **3. Aims and objectives of the policy / decision to be screened:-**

- To enhance the existing Cenotaph area and the Memorial Gardens
- To allow greater access for visitors and residents
- To contribute to the forthcoming Decade of Centenaries events and celebrations
- To allow greater opportunity for full participation by less mobile individuals
- To demonstrate Council's commitment to Disability Discrimination Legislation
- To demonstrate our commitment to ensuring that Belfast is a city that is welcoming, safe, fair and inclusive for all where diversity is recognised and civic participation is encouraged
- To allow greater access to open space in City Centre
- To maximise the benefit of our natural and built environment
- To design and deliver an integrated city programme to address health inequalities, including enhancing mental wellbeing and reducing social isolation

**4. On whom will the policy / decision impact?**

*Consider the internal and external impacts (both actual or potential) and explain:-*

Staff	<b>YES</b>
Service users	<b>YES</b>
Other public sector organizations	<b>YES</b>
Voluntary / community groups / trade unions	<b>YES</b>
Others, please specify	<b>NO</b>

**5. Are there linkages to other Agencies/ Departments?**

Potential linkages with Department for Communities, Streets Ahead Project

Linkages with Royal British Legion and War Memorials Trust

Disability Action NI

Age Concern/Older People's Forum

Caring Support Groups

## Section B

Information on the consultation process, supporting evidence gathered and has 4 key questions outlining the likely impacts for equality and good relations

### 6. Outline consultation process planned or achieved

**Internal Consultation** – Meetings have taken place with key internal stakeholders: Elected Members, Lord Mayor’s Office, Facilities Management, Civic Headquarters, Heritage Officer, Equality and Diversity Officer,

**External Consultation** – Proposed that preferred Option be presented to the Disability Awareness Panel’s October meeting. In addition that the project be presented for information to the September meeting of the Equality Panel

**Key External Stakeholder Consultation** – Meetings to be arranged with NIEA, Royal British Legion, Warm Memorials Trust etc to advise of proposals and shared preferred option

### 7. Available evidence

*What evidence / information (both qualitative and quantitative) have you gathered to inform this policy? Set out all evidence below to help inform your screening assessment.*

*It is important to record information gathered from a variety of sources such as: monitoring information; complaints; research surveys; consultation exercises from other public authorities.*

Section 75 category	Likely impact?	Level of impact? Minor/Major/None
Religious belief		
Political opinion		
Racial group		
Age	The population in Belfast is growing older current 15% of our population is 65+ by 2037 this will have grown to 22% so there is a need to ensure accessibility to all Council facilities and services	Minor
Marital status		
Sexual		

orientation		
Men and women generally		
Disability	Many of the veterans who participate in the Annual Remembrance Services held at the Cenotaph are becoming increasingly less mobile. It is important to ensure that they can fully participate in all commemorative events	Minor
Dependants	Many of those veterans and other guests who participate in the Annual Remembrance Services held at the Cenotaph are dependent on carers to assist with mobility and other personal care requirements	Minor

**8. What is the likely impact (indicate if the policy impact is positive or negative) on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? What is the level of impact?**

<b>Section 75 category</b>	<b>If Yes, provide details</b>	<b>If No, provide reasons</b>
Religious belief		
Political opinion		
Racial group		
Age	Positive impact – works will increase participation and will meet the needs of Belfast growing older population	
Marital status		
Sexual orientation		
Men and women generally		
Disability	Positive impact – proposed works will increase participation by increasing ease of access to the Cenotaph, the Korean War Memorial and Memorial Gardens for less mobile veterans, residents and visitors	
Dependants	Positive impact – proposed works will increase access for those who are less mobile, this in turn will impact on their carers.	

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

Section 75 category	If Yes, provide details	If No, provide reasons
Religious belief		
Political opinion		
Racial group		
Age	<p>The enhancements and upgrade works to the Cenotaph, Korean War Memorial and Memorial Gardens will be detailed in Council's City Matters. This will enable Council to better comply with its obligations under Disability Discrimination Legislation. In addition the scheme can be promoted to various groups throughout the city through Council's Disability Forum and the representatives which sit on that Forum. Council's Older People's Forum will also be updated with relation to the works so information can be distributed through its networks.</p>	
Marital status		
Sexual orientation		
Men and women generally		
Disability	<p>The enhancements and upgrade works to the Cenotaph, Korean War Memorial and Memorial Gardens will be detailed in Council's City Matters. This will enable Council to better comply with its obligations under Disability Discrimination Legislation. In addition the scheme can be promoted to various groups throughout the city through Council's Disability Forum and the representatives which sit on that Forum. Council's Older People's Forum will also be updated with relation to the works so information can be distributed through its networks.</p>	
Dependants	<p>The enhancements and upgrade works to the Cenotaph, Korean War Memorial and Memorial Gardens will be detailed in Council's City Matters. This will enable Council to better comply with its obligations under Disability Discrimination Legislation. In addition the scheme can be promoted to various groups throughout the city through Council's Disability Forum and the</p>	

	representatives which sit on that Forum. Council's Older People's Forum will also be updated with relation to the works so information can be distributed through its networks.	
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**10. To what extent is the policy likely to impact (positive or negatively) on good relations between people of different religious belief, political opinion or racial group? What is the level of impact?**

Good relations category	Likely impact?	Level of impact? Minor/Major/None
Religious belief	Not applicable	
Political opinion	Not applicable	
Racial group	Not applicable	

**11. 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 reasons
Religious belief	Not applicable	
Political opinion	Not applicable	
Racial group	Not applicable	

**Section C**

Belfast City Council also has legislative obligations to meet under the **Disability Discrimination Order** and Questions 12-13 relate to these two areas.

**Consideration of Disability Duties**

**12. Does this proposed policy / decision provide an opportunity for the Council to better promote positive attitudes towards disabled people?**

**Yes** – the project will allow Council to demonstrate its role as City Leader demonstrating a commitment to disabled residents and visitors through ensuring fully accessible City Hall grounds.

**13. Does this proposed policy / decision provide an opportunity to actively increase the participation by disabled people in public life?**

**Yes** – the upgrade and enhancement works will encourage increased participation in Commemorative and Remembrance events held in Memorial Gardens as the space will be fully accessible

**14. Multiple Identities**

**Provide details of data on the impact of the policy with multiple identities**

Older People  
 Disabled People  
 Carers  
 Dependents

**Specify relevant Section 75 categories concerned.**

**15. Monitoring Arrangements**

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

*Outline what data you will collect in the future in order to monitor the impact of this policy / decision on equality, good relations and disability duties.*

<b>Equality</b>	<b>Good Relations</b>	<b>Disability Duties</b>
<p>Feedback will be gathered on a yearly basis from participants in the various commemorative/remembrance events held in the Memorial Gardens.</p> <p>Feedback will be collated from key stakeholders who participant in events held in this space, eg Royal British Legion etc.</p>		<p>Feedback will be gathered on a yearly basis from participants in the various commemorative/remembrance events held in the Memorial Gardens.</p> <p>Feedback will be collated from key stakeholders who participant in events held in this space, eg Royal British Legion etc.</p>

Regular monitoring will take place through adhoc conversations with visitors and residents to City Hall grounds. Council's Disability Forum will be used as a mechanism to ensure there is regular reporting, updating on any potential issues which may arise with use of the space.		Regular monitoring will take place through adhoc conversations with visitors and residents to City Hall grounds. Council's Disability Forum will be used as a mechanism to ensure there is regular reporting, updating on any potential issues which may arise with use of the space.
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## Section D

### Formal Record of Screening Decision

#### Title of Proposed Policy / Decision being screened

City Hall Cenotaph – Upgrading, Refurbishment, Restoration and Enhancement

I can confirm that the proposed policy / decision has been screened for –

√	equality of opportunity and good relations
√	disabilities duties

On the basis of the answers to the screening questions, I recommend that this policy / decision is – *(place an X in the appropriate box below)*

	* <b>Screened In</b> – Necessary to conduct a full EQIA
x	* <b>Screened Out</b> – No EQIA necessary (no impacts) The proposed works will increase accessibility to the Cenotaph and Memorial Gardens for all sections of the community and for visitors.
	* <b>Screened Out -</b> Mitigating Actions (minor impacts) <ul style="list-style-type: none"> <li>• Provide a brief note here to explain how this decision was reached:</li> <li>• Explain what mitigating actions and / or policy changes will now be introduced:</li> </ul>

## **Formal Record of Screening Decision** *(cont)*

### **Screening assessment completed by (Officer level) -**

Name: Kirsten Mullen, Project Sponsor

Date: 27 July 2017

Department : Property & Projects

Signature: please insert a scanned image of your signature below

### **Screening decision approved by -**

Name:

Date:

Department:

Signature: please insert a scanned image of your signature below

Please save the final version of the completed screening form and forward to the Equality and Diversity Officer – [equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk). The screening form will be placed on the BCC website and a link provided to the Council's Section 75 consultees.

For more information about equality screening contact –

**Stella Gilmartin / Lorraine Dennis**  
**Equality & Diversity Officer** *(job-share)*  
**Belfast City Council**  
**City Hall**  
**Belfast**  
**BT1 5GS**  
**Telephone: 028 90270511**  
**[equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk)**