

Lisburn & Castlereagh City Council

Section 75 Equality and Good Relations Screening template (Oct 2022)

Part 1. Information about the activity/policy/project being screened

Tenders for Planned Preventative Maintenance inspections of Mechanical & Electrical systems including gritting and snow clearance (To meet the Council's statutory obligations) at Lisburn Castlereagh City Council facilities.

Name of the activity/policy/project

Lightning Conductor and Chimneys

Gas Detection Equipment

Intruder Alarms

Boilers and Associate Plant

Fire Fighting Equipment

Air Conditioning Equipment and Ventilation Equipment

Fire Alarms

Emergency Lighting

Passenger Lifts

Legionella Prevention Inspections

CCTV Systems

Building Energy Management Systems

Fuel Tanks

Automatic Doors

Sewerage Pumps

Roller Shutters

Traffic Access Systems

Oil Interceptors and Effluent Management

Thermostatic Mixing Valves

Water Features

Boiler and Associate Plant LVI and LVLP

Cooker Hood Cleaning

Asbestos Management

Legionella Risk Assessments

Winter Services Provision

Is this activity/policy/project – an existing one, a revised one, a new one?

Existing

What are the intended aims/outcomes the activity/policy/project is trying to achieve?

1. Meet the statutory obligations of European Directives, UK and Northern Ireland legislation with regards to the maintenance of the M&E systems at Council buildings.
2. Corporate Plan L&CCC - We will ensure Value for Money by providing services the right way, that are of the right quality and level and cost that reflect the needs and priority of customers, ratepayers and the wider community.

Who is the activity/policy/project targeted at and who will benefit? Are there any expected benefits for specific Section 75 categories/groups from this activity/policy/project? If so, please explain.

Projects are not targeting any specific Section 75 groups, there may be incidental benefits for particular equality groups although that is not the main objective.

Who initiated or developed the activity/policy/project?

Assets Unit.

Who owns and who implements the activity/policy/project?

LCCC policy Implemented by Assets Unit and all other Council departments.

Are there any factors which could contribute to/detract from the intended aim/outcome of the activity/policy/project?

No

If yes, give brief details of any significant factors.

Who are the internal and external stakeholders (actual or potential) that the activity/policy/project will impact upon? Delete if not applicable

Staff

Service users

Other: Elected Members and contractors

Other policies/strategies/plans with a bearing on this activity/policy/project

Name of policy/strategy/plan	Who owns or implements?
1. The Health and Safety at Work (NI) Order 1978	Statutory regulation, the Council must manage its buildings in such a manner as to ensure compliance. The above inspections help ensure a safe working environment for Lisburn and Castlereagh City Council staff.
2. The Management of Health and Safety at Work Regulations (NI) 2000	Statutory regulation, the Council must manage its buildings in such a manner as to ensure compliance.
3. CHaSP No 6 Control of Legionella	LCCC policy, the Council must manage its buildings in such a manner as to ensure compliance.
4. CHaSP No 5 Control of Asbestos	LCCC policy, the Council must manage its buildings in such a manner as to ensure compliance.
5. Control of Asbestos Regulations (NI) 2012	Statutory regulation, the Council must manage the identified asbestos at its

	buildings in such a manner as to ensure compliance.
6. CHaSP No 4 Fire Safety	LCCC policy, the Council must manage its buildings in such a manner as to ensure compliance.
7. TR/19 Internal Cleanliness of Ventilation Systems	Statutory regulation, the Council must manage its buildings in such a manner as to ensure compliance.
8. Corporate Plan L&CCC	LCCC policy, We will ensure Value for Money by providing services the right way, that are of the right quality and level and cost that reflect the needs and priority of customers, ratepayers and the wider community.

Available evidence

What evidence/information (qualitative and quantitative) have you gathered or considered to inform this activity/policy? Specify details for each Section 75 category.

Most up to date NISRA population data from Census 2021 (published 22/09/22)
[Lisburn and Castlereagh Census Data](#)

Section 75 Category	Details of evidence/information
Religious Belief	Analysis of Section 75 data not considered relevant to this screening exercise as it covers tenders for technical maintenance work which will provide benefit to all groups.
Political Opinion	
Racial Group	
Age	
Marital Status	
Sexual Orientation	All tenders follow Council's procurement procedures to ensure fairness and transparency.
Men & Women Generally	
Disability	

People with and without Dependants	
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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 activity/policy/decision? Specify details for each of the Section 75 categories

Section 75 Category	Details of needs/experiences/priorities
Religious Belief	No specific needs/issues identified other than the need for transparency and fairness in procurement processes.
Political Opinion	
Racial Group	
Age	
Marital Status	
Sexual Orientation	
Men & Women Generally	
Disability	
People with and without Dependants	

Part 2. Screening questions

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

Section 75 Category	Details of likely impact – will it be positive or negative? If none anticipated, say none	Level of impact - major or minor* - see guidance below
Religious Belief	No impact for any group – council procurement processes are followed for all tender exercises to ensure equality of opportunity for all eligible contractors	None
Political Opinion		
Racial Group		
Age		
Marital Status		
Sexual Orientation		
Men & Women Generally		
Disability		
People with and without Dependents		

* See Appendix 1 for details.

2(a) 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 opportunity identified as current procurement processes already promote equality of opportunity.
Political Opinion		
Racial Group		
Age		
Marital Status		

Sexual Orientation		
Men & Women Generally		
Disability		
People with and without Dependants		

Equality Action Plan 2021-2025

Does the activity/policy/project being screened relate to an action in the Equality Action Plan 2021-2025? No

2(b) DDA Disability Duties (see Disability Action Plan 2021-2025)

Does this policy/activity present opportunities to contribute to the actions in our Disability Action Plan:

- to promote positive attitudes towards disabled people?
- to encourage the participation of disabled people in public life?

No

If yes, give details/specify which action.

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

Good Relations Category	Details of likely impact. Will it be positive or negative? [if no specific impact identified, say none]	Level of impact – minor/major*
Religious Belief	No impact – not relevant to promotion of good relations	None
Political Opinion		

Racial Group		
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*See Appendix 1 for details.

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, not relevant to promotion of good relations
Political Opinion		
Racial Group		

Multiple identity

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

Not applicable.

Part 3. Screening decision/outcome

Equality and good relations screening is used to identify whether there is a need to carry out a **full equality impact assessment** on a proposed policy or project.

There are 3 possible outcomes:

- 1) **Screen out** - no need for a full equality impact assessment and no mitigations required because no relevance to equality, no negative impacts identified or only very minor positive impacts for all groups. This may be the case for a purely technical policy for example.
- 2) **Screen out with mitigation** - no need for a full equality impact assessment but some minor potential impacts or opportunities to better promote equality and/or good relations identified, so mitigations appropriate. Much of our activity will probably fall into this category.
- 3) **Screen in for full equality impact assessment** – potential for significant and/or potentially negative impact identified for one or more groups so proposal requires a more detailed impact assessment. [See Equality Commission guidance on justifying a screening decision.]

Choose only one of these and provide reasons for your decision and ensure evidence is noted/referenced for any decision reached.

Screening Decision/Outcome	Reasons/Evidence
<p>Option 1</p> <p>Screen out – no equality impact assessment and no mitigation required [go to Monitoring section]</p>	<p>No adverse impacts on any designated groups identified and no opportunity to better promote equality. No mitigation required. All tender exercises comply with council procurement procedures which already provide for equality of opportunity.</p>
<p>Option 2</p> <p>Screen out with mitigation – some potential impacts identified but they can be addressed with appropriate mitigation or some opportunities to better promote equality and/or good relations identified [complete mitigation section below]</p>	

<p>Option 3</p> <p>Screen in for a full Equality Impact Assessment (EQIA)</p> <p>[If option 3, complete timetabling and prioritising section below]</p>	
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Mitigation (Only relevant to Option 2)

N/A

Can the activity/policy/project plan be amended or an alternative activity/policy introduced to better promote equality of opportunity and/or good relations?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative activity/policy and ensure the mitigations are included in a revised/updated policy or plan.

Timetabling and prioritising for full EQIA (only relevant to Option 3)

N/A

If the activity/policy has been '**screened in**' for full equality impact assessment, give details of any factors to be considered and the next steps for progressing the EQIA, including a proposed timetable.

Is the activity/policy affected by timetables established by other relevant public authorities? No. If yes, please provide details.

Part 4. Monitoring


Public authorities should consider the guidance contained in the Commission's Monitoring Guidance for Use by Public Authorities (July 2007).

Effective monitoring will help a public authority identify any future adverse impact arising from the activity/policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and activity/policy development.

What will be monitored and how? What specific equality monitoring will be done? Who will undertake and sign-off the monitoring of this activity/policy and on what frequency? Please give details:

The contractor is to be monitored by the building manager / responsible person by completing Red Amber Green (RAG) Spot Checks, along with the Estates / Asset department carrying out random RAG Spot checks. This is to ensure the contractor is carrying out the work detailed in the tender specification.

Part 5 - Approval and authorisation

	Position/Job Title	Date
Screened by: Simon Fyfe	Estates Planning Officer	22.05.23
Reviewed by: Mary McSorley	Equality Officer	31.05.23
Approved by: Albert Reynolds 	Head of Service Assets	04/07/2023

Note: On completion of the screening exercise, a copy of the completed Screening Report should be:

- approved and 'signed off' by a senior manager responsible for the activity/policy
- included with Committee reports, as appropriate
- sent to the Equality Officer for the quarterly screening report to consultees, internal reporting and publishing on the LCCC website

- shared with relevant colleagues
- made available to the public on request.

Evidence and documents referenced in the screening report should also be available if requested.

Appendix 1 – Equality Commission guidance on equality impact

*Major impact:

- a) The policy/project is significant in terms of its strategic importance;
- b) Potential equality matters 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.

Minor impact

- 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.

No impact (none)

- 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.

Updated Template @ Oct 2022