

POLICY SCREENING FORM

Background

Under Section 75 of the Northern Ireland Act 1998, the Association is required to have due regard to the need to promote equality of opportunity:

- **between persons 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 dependents and persons without.**

Without prejudice to the obligations set out above, the Association is also required to have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

Screening

The screening procedure should lead to one of two conclusions:

- The policy being screened does not have a significant impact on equality of opportunity and therefore does not require an EQIA
- The policy being screened has (or is likely to have) a significant impact on equality of opportunity and may require an EQIA.

Scoping the Policy

- Title of Policy:** Newington Housing Association's Business Continuity & Disaster Recovery Testing Strategy (v4) - Nov. 25
- Policy Ref:** F&CS006A
- Policy Aim:** In conjunction with NHA's Business Continuity & Disaster Recovery Plan 2025, the Testing Strategy/policy provides procedural guidance to be followed to test certain scenarios, enabling managers to act effectively to minimise damage to the Association's building, its contents and our day-to-day operations in respect of service delivery.
- Brief Description:** This Strategy/policy outlines Newington's approach to ensure Newington's Business Continuity & Disaster Recovery Plan 2025 is effective in ensuring business continuity in the event of one or more scenarios occurring, which have the potential to disrupt our day-to-day operation and delivery of service.

Who defines or defined the policy?

The Association's Board of Management, CEO, Heads of Departments and key staff have defined the policy.

Who implements the policy?

Newington Housing Association's CEO and relevant Directors and key staff will implement this policy.

Is the policy applied uniformly throughout the organisation? If no, what are the consequences.

Yes

Who are the main stakeholders in relation to the policy?

The main stakeholder is the Association, along with other third-party suppliers specified within the policy.

What factors/forces could contribute/detract from the aim or implementation of the policy?

There are no factors/forces identified which could contribute/detract from the aim or implementation of the policy.

How do we interface with other bodies in relation to implementation of this policy?

Newington may liaise with our suppliers or appointed persons (i.e., such as our IT service providers, external software suppliers, contractors, etc.) to assist in the implementation of this Strategy and all its procedural guidance.

Which other policies are related to this policy?

- NHA Business Continuity & Disaster Recovery Plan (Nov. 2025)

What data is currently available to facilitate the screening of this policy?

None

Answering the Four Screening Questions

The four questions ask for evidence in relation to the Section 75 dimensions. You should not think of the “don’t know” column in the form as the easy option to respond to any of the questions. In cases where you don’t know and you don’t have data, you will need to make a judgement based on experience as to whether the policy you are screening may have an impact on any of the nine dimensions. If your judgement is that the policy may have a differential adverse impact in relation to any of the Section 75 dimensions (i.e., it affects some groups differently and less favourably than other groups), you should seek to obtain evidence. You should note that evidence can be qualitative – i.e., drawn from the experience of individuals from their perspective - as well as quantitative. Officers must give consideration to steps that they could reasonably be expected to take to obtain evidence and thereby inform their decision-making. Such steps could include meeting with a representative group or selective consultation.

Where there is little or no evidence, and common sense indicates that a differential impact may be expected, you should discuss this with the Equality Officer.

1. Is there any evidence of higher or lower participation or uptake by different groups?

	Yes	No	Not known
Religious belief		X	
Political opinion		X	
Racial group		X	
Age		X	
Marital status		X	
Sexual orientation		X	
Gender		X	
Disability		X	
Dependency		X	

Please comment: N/A

2. Do different groups have different needs, experiences, issues and priorities in relation to this policy issue?

	Yes	No	Not known
Religious belief		X	
Political opinion		X	
Racial group		X	
Age		X	
Marital status		X	
Sexual orientation		X	
Gender		X	
Disability		X	
Dependency		X	

Please comment: Used uniformly throughout the organisation.

3. Have consultations with relevant groups, organisations or individuals indicated that policies of this type create problems that are specific to them?

	Yes	No
Religious belief		X
Political opinion		X
Racial group		X
Age		X
Marital status		X
Sexual orientation		X
Gender		X
Disability		X
Dependency		X

Please comment:

N/A

4. In relation to implementing this policy, is there an opportunity to better promote equality of opportunity or good relations by altering the policy or by working with others in Government or in the larger community?

Yes

No

Please elaborate:

N/A

5. With reference to Questions 1 to 4 please summarise how you believe the policy may impact on the organisation's obligation to have due regard to the need to promote equality of opportunity.

Newington's Business Continuity & Disaster Recovery Testing Strategy has been developed to ensure adequate testing of scenarios which may impact on our service to our tenants, stakeholders, etc. and does not impact on the organisation's obligation to have due regard to the need to promote equality of opportunity.

6. What data do you believe will be required to ensure effective monitoring of the policy following implementation?

No specific data is required other than learning outcomes from each scenario tested.

7. In the context of Question 3 are there any relevant groups which you believe should be consulted at this time? Please specify:

No

8. Any other comments on the policy and/or screening exercise?

No

9. On the basis of answers to Questions 1 to 4 above (and in particular positive answers), do you recommend that the policy should be subjected to a full impact assessment?

Yes

No

Please elaborate:

Newington Housing Association Policy Screening Outcome

Is this a new policy?

No

If yes, confirm the date on which the policy was screened in relation to opportunity of equality & promotion of good relations?

N/A

If this is a review of an existing policy – have there been significant changes.

No

If yes, confirm the date on which the policy was screened in relation to opportunity of equality & promotion of good relations?

N.B. If an EQIA is recommended, please continue and complete an EQIA.

If an EQIA is not recommended, please sign and date this form and ensure that the reason for not recommending is made clear.

Policy Screening Decision

This policy being screened does not have a significant impact on equality of opportunity and therefore does not require an EQIA.

Screened by: *Martin Hamilton*

Date: 25/11/2025

Approved by: *Glenn Ashfield*

Date: 25/11/2025
