

POLICY SCREENING FORM

Background

Under Section 75 of the Northern Ireland Act 1998, the College 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 dependants and persons without.**

Without prejudice to the obligations set out above, the College 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: Communications Strategy with planners (v1) - Sept. 2025

Policy Aim: This Communications Strategy outlines Newington's aims and objectives for communicating with our diverse audience as it is essential that Newington as a social landlord manage our business so that tenants and other customers:

- find it easy to communicate with us
- get information they need about Newington
- about how and why we make decision
- and services we provide.

Policy Ref: F&CS011

Brief Description: The Strategy outlines the approach by Newington to ensure our tenants and customers, staff, stakeholders and the members of the public understand our vision, values and objectives and what we are doing to achieve them.

It also aims to ensure we have different ways to share critical and operational business information with our audience, as well as providing the means for them to share their views and other information with us, as communicating works both ways.

Who defines or defined the policy?

The Association's Board of Management, CEO and relevant Director(s) defined this policy.

Who implements the policy?

Newington Housing Association employees 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 stakeholders are identified as NHA Board, staff, tenants, key business partners (i.e. Apex HA), community partners, other stakeholders and the public.

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

None

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

We interface with other bodies in relation to implementation of this policy via our day-to-day operational activities.

Which other policies are related to this policy?

This policy lies within our Finance & Corporate Services Directorate and is overseen and reviewed by the appointed Director. There are no other associated policies.

The Association has developed accompanying planners to record all initiatives, such as planned activities, events, publications, etc.

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: N/A

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 – This policy was developed to ensure we effectively communicate with our targets audience in a clear, effective and coherent manner.

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

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.

We do not believe the policy impacts 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?

Via information recorded within our internal communication planners (i.e. located within our own computersied systems).

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

There are no relevant groups which we believe should be consulted at this time.

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

