



Introduction

Mid Ulster District Council has a statutory duty to screen its policies, procedures, practices/decisions. This Policy Screening Form and Report assists Council Departments to consider the likely equality and good relations impacts of the aforementioned, if any, placed upon our ratepayers, citizens, service users, staff and visitors to the district.

Section 1 – Policy scoping

This asks the Policy Author to provide details on the policy, procedure, practice and/or decision being screened and what available evidence you have gathered to help make an assessment of the likely impact on equality of opportunity and good relations. Reference to policy within this document refers to either of the aforementioned (policy, procedure, practice, and/ or decision).

Section 2 – Screening questions

This asks about the extent of the likely impact of the policy on groups of people within each of the Section 75 categories. Details of the groups consulted and the level of assessment of the likely impact. This includes consideration of multiple identity and issues.

Section 3 – Screening decision

This guides the Council to reach a screening decision as to whether or not there is a need to carry out an equality impact assessment (EQIA), or introduce measures to mitigate the likely impact, or the introduction of an alternative policy to better promote equality of opportunity.

Section 4 – Monitoring

This provides guidance to the Council on monitoring for adverse impact and broader monitoring.

Section 5 – Approval and authorisation

This verifies the Council's approval of a screening decision by a senior manager responsible for the policy.

Appendix A Screening Process

Section 1 Policy Scoping & Information

The first stage of the screening process involves scoping the policy under consideration which sets the context and confirms the aims and objectives for the policy being screened. Scoping the policy helps to identify constraints as well as opportunities and will help the policy author to work through the screening process on a step by step basis.

1. Policy Name		
Cemetery Management Rules & Regulations, including memorial safety		
2. Is this an existing, revised or a new policy?		
New guidance for Mid Ulster District Council area which formalises current cemetery management protocols and practices (some of which were inherited from legacy councils) in one coherent document and includes a new Memorial Safety policy		
3. What is it trying to achieve? (aims/outcomes)		
<p>This new guidance aims to formalise existing MUDC cemetery management protocols and practices in one document and reflects new legislative requirements regarding memorial safety.</p> <p>MUDC has responsibility for the operational management of 5 active cemeteries and the maintenance of 36 old burial grounds.</p> <p>The aim of this guidance is to:</p> <ul style="list-style-type: none"> • provide the public with the necessary information on the restrictions and conditions that apply to purchasing exclusive rights of burial. • provide guidance and regulations that ensure that our cemeteries are safe places to work and visit. • promote high levels of service with clear guidance on how we deliver our services. • ensure council meets its obligations under the law • provide guidance on the safe erection and management of headstone memorials. 		
4. Are there any Section 75 categories which might be expected to benefit from the intended policy?	Yes	X
	No	
As all categories of citizen are likely to access Council cemetery services at some point, all categories will potentially benefit from clearer guidance and communication regarding the cemetery and burial services offered by Council. No one category is likely to benefit differentially.		
6. Who initiated or wrote the policy?		

The guidance and new policy has been written by the Grounds & Cemeteries Service Manager.

7. Who owns and who implements the policy?

The Policy owner is the Head of Property Services and it will be implemented through the Grounds & Cemeteries Service Manager and the Cemeteries Officer.

Implementation factors

		Yes	No
Are there any factors which could contribute to/ detract from intended aim/ outcome of the policy?			
• If yes, are they financial?		X	
• If yes, are they legislative?		X	
• If yes, Please specify	<p>Financial: <i>The cost of training operatives in memorial safety inspections and the resources required to do this every 5 years.</i></p> <p>Legislative: <i>Council are bound by the conditions of the following legislation;</i></p> <ul style="list-style-type: none"> • <i>Public Health (Ireland) Act 1878 Section 178</i> • <i>Burial Grounds Regulations (NI) 1992 Part II No. 5</i> • <i>Local Authorities Cemeteries Order 1977</i> • <i>Health & Safety at Work Order (NI) 1978</i> • <i>Management of Health & Safety at Work Regulations (NI) 2000</i> • <i>Occupiers Liability Act (NI) 1957</i> • <i>Occupiers Liability (NI) Order 1987.</i> 		
• Other, Please specify			

Stakeholders

The internal and external (actual or potential) that the policy will be impacted upon

	Yes	No
Staff	X	
Service Users	X	

Other public sector organisations	X	
Voluntary/community/ trade unions		
Other, please specify	Funeral Directors; Memorial sculptors; Churches (all denominations)	

Others policies with a bearing on this policy

Policies	Owners
Customer service policy	Head of Marketing & Communication
Health & Safety Policy	Health & Safety Officer
Accessible communications policy	Corporate Policy & Equality Officer

Available evidence

Information and available evidence (qualitative and quantitative) gathered to inform the policy under each of the Section 75 groups as identified within the Northern Ireland Act 1998.

Council have consulted with a cross section of Funeral Directors, Church groups and Stone Masons that represent the majority of its users in Mid Ulster. Wider feedback has also been sought from minority groups representing non-Christian burials and the Mid Ulster Disability Forum.

Section 75 category	Details of evidence/information																		
Religious belief	<p>63.77% of the Mid Ulster District population were brought up in the Catholic religion and 33.46% belong or were brought up in a Protestant and Other Christian (including Christian related) religion. Other religions comprised 690 (0.5%) and None 3,153 (2.28%) of the population (Source: 2011 Census).</p> <table border="1"> <thead> <tr> <th>Religion or Religion brought up in</th> <th>No.</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Catholic</td> <td>88,375</td> <td>63.77</td> </tr> <tr> <td>Protestant and Other Christian (including Christian related)</td> <td>46,372</td> <td>33.46</td> </tr> <tr> <td>Other religions</td> <td>690</td> <td>0.5</td> </tr> <tr> <td>None</td> <td>3,153</td> <td>2.28</td> </tr> <tr> <td>Total</td> <td>138,590</td> <td>100</td> </tr> </tbody> </table>	Religion or Religion brought up in	No.	%	Catholic	88,375	63.77	Protestant and Other Christian (including Christian related)	46,372	33.46	Other religions	690	0.5	None	3,153	2.28	Total	138,590	100
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	<p>From 01/01/2017 the breakdown of burials by religion is as follows:</p> <p>Protestant- 63.70% Catholic- 28.15% Non-Christian- 1.28% Non Stated- 5.68% Congregational- 1.28%</p> <p>Feedback has been sought from a wide range of stakeholders that include;</p> <ul style="list-style-type: none"> • 14 x Funeral Directors • 13 x Memorial Masons • Council staff • Religious Groups and Organisations from the Catholic Church, Methodist Church, Presbyterian Church, Church of Ireland, Refugee Asylum Forum, Belfast Migrant Forum & Belfast Islamic Centre. 																																								
<p>Political opinion</p>	<p>Political party representation can be used as an approximate barometer of political opinion of people within Mid Ulster council area. The table below shows the results from the May 2019 local government/council elections - percentage 1st preference vote share for each political party and current representation (seats) on Council. (Source: Electoral Office):</p> <table border="1" data-bbox="411 1151 1422 1503"> <thead> <tr> <th>Party</th> <th>Votes</th> <th>Percentage</th> <th>Council Seats</th> </tr> </thead> <tbody> <tr> <td>SF</td> <td>23,553</td> <td>39.8%</td> <td>17</td> </tr> <tr> <td>DUP</td> <td>13,700</td> <td>23.2%</td> <td>9</td> </tr> <tr> <td>SDLP</td> <td>8,512</td> <td>14.4%</td> <td>5</td> </tr> <tr> <td>UUP</td> <td>8,021</td> <td>13.6%</td> <td>6</td> </tr> <tr> <td>Independent</td> <td>3,422</td> <td>5.8%</td> <td>2</td> </tr> <tr> <td>Aontu*</td> <td>846</td> <td>1.4%</td> <td>1</td> </tr> <tr> <td>Alliance</td> <td>729</td> <td>1.2%</td> <td></td> </tr> <tr> <td>TUV</td> <td>230</td> <td>0.4%</td> <td></td> </tr> <tr> <td>Workers' Party</td> <td>95</td> <td>0.2%</td> <td></td> </tr> </tbody> </table> <p>*A councillor who was elected as a representative of the SDLP resigned from that party and aligned with Aontu shortly after the 2019 local government elections</p> <p>No info available on political opinion of those who purchase burial plots, are interred in Council cemeteries or who visit.</p>	Party	Votes	Percentage	Council Seats	SF	23,553	39.8%	17	DUP	13,700	23.2%	9	SDLP	8,512	14.4%	5	UUP	8,021	13.6%	6	Independent	3,422	5.8%	2	Aontu*	846	1.4%	1	Alliance	729	1.2%		TUV	230	0.4%		Workers' Party	95	0.2%	
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<p>Racial group</p>	<p>According to the 2011 Census the overwhelming majority of the population 136,485 (98.48%) were classified as 'white'. Within this total will be migrant communities, such as Polish, Lithuanian and so forth. Statistics indicate that the number of people in Mid Ulster Local Government District (LGD) born outside Northern Ireland is:</p> <table border="1" data-bbox="411 1944 1401 2007"> <thead> <tr> <th>Place of Birth</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>Great Britain</td> <td>4,053</td> </tr> </tbody> </table>	Place of Birth	No.	Great Britain	4,053																																				
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Republic of Ireland	2,250
EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)	6,795
Other	2,280

The minority ethnic language profile within the area can serve as a possible indicator of the Black & Minority Ethnic (BME) community profile within the district. The composition of language groups in Mid Ulster LGD area is also noted from the 2011 census by NISRA as:

Main Languages of residents in Mid Ulster Council area	No.
English	125,715
Polish	2,008
Lithuanian	2,039
Portuguese	903
Irish (Gaelic)	404
Slovak	477
Russian	297
Latvia	261
Hungarian	117
Chinese	64
Tagalog/Filipino	38
Malaysian	33
Other	922

Currently no information on the racial background of those who apply for opening of burial plots, those who are interred or who visit. However, it is likely that the number of BME (Black and minority ethnic) citizens who may come in contact with cemetery services in future will increase.

Age

The age profile of Mid Ulster Local Government District area as at 2015 (Source, NISRA)

	Mid Ulster	Northern Ireland
Total Population	144,002	1,851,621
0-15 years	33,123	385,200
16-39 years	47,646	583,116
40-64 years	43,621	591,481
65+ years	19,612	291,824
Population Change % (2005-2015)	15.3%	7.2%

Marital status

The below table sets out the marital status profile for Mid Ulster District Council area as extracted from results of the 2011 Census

	Mid Ulster		Northern Ireland	
	No.	%	No	%
Single (never married or never registered a same sex civil partnership) (Aged 16+)	38,353	35.97	517,393	36.14
Married (Aged 16+)	54,192	50.82	680,831	47.56
In a registered same sex civil partnership (Aged 16+)	62	0.06	1,243	0.09
Separated (but is still legally married or still legally in a same sex civil partnership) (Aged 16+)	3,369	3.16	56,911	3.98
Divorced or formerly in a same sex civil partnership which is now legally dissolved (Aged 16+)	4,139	3.88	78,074	5.45
Widowed or surviving partner from a same sex civil partnership (Aged 16+)	6,523	6.12	97,088	6.78

Sexual orientation

No specific statistics are available from the 2011 government census for this Category and there are therefore no official statistics available in relation to persons of different sexual orientation. However, the Integrated Household Survey would include between 3% and 4% would be either gay, lesbian and/or bisexual. However, due to the nature of 'disclosure' in this area, umbrella organisations often state that the figure may be closer to 10%.

Region	Heterosexual / Straight	Gay/ Lesbian	Bisexual	Gay/ Lesbian/ Bisexual	Other	Don't know /refuse	No response
England	92.54%	1.10%	0.51%	1.61%	0.33%	4.07%	1.45%
Wales	93.93%	1.04%	0.48%	1.52%	0.45%	2.99%	1.11%
Scotland	94.65%	0.82%	0.33%	1.14%	0.26%	2.59%	1.37%
N Ireland	93.00%	0.64%	0.96%	1.60%	0.26%	3.98%	1.17%
Total	92.80%	1.06%	0.51%	1.57%	0.32%	3.89%	1.42%

Research also 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).

Men & women generally	<p>The gender profile of Mid Ulster LGD is detailed as;</p> <table border="1" data-bbox="411 286 1461 432"> <thead> <tr> <th></th> <th colspan="2">Mid Ulster</th> <th colspan="2">Northern Ireland</th> </tr> <tr> <th></th> <th>No.</th> <th>%</th> <th>No.</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Male</td> <td>69,362</td> <td>50.05</td> <td>887,323</td> <td>49.00</td> </tr> <tr> <td>Female</td> <td>69,228</td> <td>49.95</td> <td>923,540</td> <td>51.00</td> </tr> </tbody> </table>		Mid Ulster		Northern Ireland			No.	%	No.	%	Male	69,362	50.05	887,323	49.00	Female	69,228	49.95	923,540	51.00					
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Disability	<p>According to the 2011 NISRA census statistics 19.39% of people had a long-term health problem or disability that limited their day-to-day activities whilst 80.43% of people within the district stated their general health was either good or very good</p> <table border="1" data-bbox="416 667 1522 896"> <thead> <tr> <th></th> <th colspan="2">Mid Ulster</th> <th colspan="2">Northern Ireland</th> </tr> <tr> <th></th> <th>No.</th> <th>%</th> <th>No.</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Disability / long term health</td> <td>26,870</td> <td>19.39</td> <td>374,646</td> <td>20.69</td> </tr> <tr> <td>No disability / long term health problem</td> <td>111,720</td> <td>80.61</td> <td>1,436,217</td> <td>79.31</td> </tr> </tbody> </table> <p>In Northern Ireland the profile of persons with a disability has been reported by Disability Action as;</p> <ul data-bbox="411 1032 1436 1238" style="list-style-type: none"> • More than 1 in 5 or 21% of the population have a disability • 1 in 7 people have some form of hearing loss • 5,000 persons use sign language - British Sign Language and/or Irish Sign Language • There are 57,000 blind persons or persons with significant impairment • 52,000 persons with learning difficulties 		Mid Ulster		Northern Ireland			No.	%	No.	%	Disability / long term health	26,870	19.39	374,646	20.69	No disability / long term health problem	111,720	80.61	1,436,217	79.31					
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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. The below table provides a summary with respect Mid Ulster LGD.</p> <table border="1" data-bbox="411 1440 1481 1718"> <thead> <tr> <th></th> <th colspan="2">Mid Ulster</th> <th colspan="2">Northern Ireland</th> </tr> <tr> <th></th> <th>No.</th> <th>%</th> <th>No.</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Households with dependent children</td> <td>18,626</td> <td>38.99</td> <td>238,094</td> <td>33.86</td> </tr> <tr> <td>Lone parent households with dependents</td> <td>3,485</td> <td>7.30</td> <td>63,921</td> <td>9.09</td> </tr> <tr> <td>People providing unpaid care</td> <td>12,821</td> <td>10.69</td> <td>231,980</td> <td>11.82</td> </tr> </tbody> </table> <p>Of the households in Mid Ulster Local Government District with dependent children, they can be summarised as;</p> <ul data-bbox="411 1854 1228 1955" style="list-style-type: none"> • 7,407 families in households have 1 dependent child • 6,394 families in households with two dependent children • 5,014 families in households with three dependent children <p>There are 37,306 dependent children within families.</p>		Mid Ulster		Northern Ireland			No.	%	No.	%	Households with dependent children	18,626	38.99	238,094	33.86	Lone parent households with dependents	3,485	7.30	63,921	9.09	People providing unpaid care	12,821	10.69	231,980	11.82
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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 policy/decision? Specify details for each of the Section 75 categories

Section 75 category	Details of needs/experiences/priorities
Religious belief	No specific issues have been highlighted to date.
Political opinion	No specific issues have been highlighted to date.
Racial group	Some minorities, for example, people who do not have English as a first language or who are not familiar with local customs and practice may need to have information explained or for someone to take more time to help them understand a policy or procedure.
Age	Some older people may need information explained to them or for someone to take more time to help them understand a policy or procedure.
Marital status	No specific issues have been highlighted to date.
Sexual orientation	No specific issues have been highlighted to date.
Men and women generally	No specific issues have been highlighted to date.
Disability	Some disabled people may need reasonable adjustments to accommodate them, eg, information in alternative formats, help to understand something, more time and patience from staff, etc. No specific issues were raised by members of the Mid Ulster Disability Forum in terms of physical access to cemeteries.
Dependants	No specific issues have been highlighted to date.

Section 2 – Screening Questions

In making a decision as to carry out an Equality Impact Assessment (EQIA), the Council should consider its answers to the questions 1- 3 detailed below.

If the Council's conclusion is **none** in respect of all of the Section 75 equality of opportunity categories, then the Council may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity, the Council should give details of the reasons for the decision taken.

If the Council's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the Council's conclusion is **minor** in respect of one or more of the Section 75 equality categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity.

In favour of a 'major' impact

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

In favour of '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.

In favour of none

- a) The policy has no relevance to equality of opportunity.
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity for people within the equality categories.

Screening questions

All categories of service user and potential service user will benefit to some extent from amalgamation/formalisation of policies and procedures in this guidance. Appropriate training and communication should ensure a consistent approach and enhanced customer service.

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories (minor/ major/none)		
Section 75 category	Details of policy impact	Level of impact? minor/major/none
Religious belief	There will be a minor impact on all service users, whatever their religion or if they have no religious belief. People of particular religions who do not currently access or use Council run cemeteries may be more encouraged to do so if they can access comprehensive information that suggests their needs will be met.	Minor - positive
Political opinion	There is likely to be a minor impact on all service users including people of different political opinions and none.	Minor - positive
Racial group	There is likely to be a minor impact on people from minority racial groups if it is clearly communicated that their needs will be met.	Minor - positive

Age	There is likely to be a minor impact on older people where staff are trained to be aware of potential issues and to respond appropriately.	Minor - positive
Marital status	No particular impact identified	None
Sexual orientation	No significant impact identified	None
Men and women generally	No significant impact identified	None
Disability	No significant impact identified.	None
Dependants	No significant impact identified.	None

2. Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories? (Yes/ No)

Section 75 category	If Yes , provide details	If No , provide reasons
Religious belief	The new guidance and policy will set our clear terms and conditions and mean that we now have an aligned and consistent approach to all our users. Council can take the opportunity in publicising this new guidance to make people aware that Council cemetery provision is for people of all religions and none.	
Political opinion	As above but for people of all political opinions and none	

Racial group	Council can take the opportunity to publicise their cemetery services to racial minorities and those who may not be familiar with local customs and practice, etc.	
Age		This improvement project provides equality of opportunity regardless of age
Marital status		This improvement project provides equality of opportunity regardless of age
Sexual orientation		This improvement project provides equality of opportunity regardless of age
Men and women generally		This improvement project provides equality of opportunity regardless of age
Disability		This improvement project provides equality of opportunity regardless of age
Dependants		This improvement project provides equality of opportunity regardless of age

3. Are there opportunities without prejudice, to the equality of opportunity duty, to better promote good relations between Section 75 equality categories, through tackling prejudice and/or promoting understanding? (Yes/ No)

	No	X
	Yes	
If yes, please detail the opportunities below:		

If yes is concluded to Question 3, then the policy will be referred to the Council's Good Relations Working Group for consideration. The Group will consider the

potential opportunities and assess if and how the overall impact of a decision/policy can better promote good relations.

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*).

N/A

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

Section 3 – Screening Decision

In light of answers provided to the questions within Section 3 select one of the following with regards the policy:

		Select One
1	Shall not be subject to an EQIA - <i>with no mitigating measures required</i>	X
2	Shall not be subject to an EQIA - <i>mitigating measures/ alternative policies introduced</i>	
3	Shall be subject to an EQIA	

If 1 or 2 above (i.e. not to be subject to an EQIA) please provide details of reasons why.

It is not considered necessary to carry out an EQIA at this point as no adverse impact on any equality group has been identified and positive impacts will be minor.

If 2 above (i.e. not to be subject to an EQIA) in what ways can adverse impacts attaching to the policy be mitigated or an alternative policy be introduced.

--

If 3 above (i.e. shall be subject to an EQIA), please provide details of the reasons.

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Mitigation

When it is concluded that the likely impact is 'minor' and an equality impact assessment is not to be conducted, you may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy:

--

Timetabling and prioritising

If the policy has been screened in for equality impact assessment, please answer the below to determine its priority for timetabling the equality impact assessment.

- **On a scale of 1-3 (1 being lowest priority and 3 being highest), assess the policy in terms of its priority for equality impact assessment.**

Priority criterion	Rating (1-3)
Effect on equality of opportunity	
Social need	
Effect on people's daily lives	
Relevance to a Council's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the Council in timetabling. Details of the Council's Equality Impact Assessment Timetable should be included in the Screening Reports.

- **Is the policy affected by timetables established by other relevant public authorities?**

Yes	
No	

Section 5 – Monitoring

Effective monitoring will help identify any future adverse impact arising from the policy which may lead the Council to conduct an equality impact assessment, as well as help with future planning and policy development. Please detail proposed monitoring arrangements below:

Regular reports will be brought to the Environment Committee updating Members on the progress of implementation of the various elements of this policy and where applicable making recommendations for further amendments to them. This effective monitoring will help identify any future adverse impact arising from the policy.

Section 6 – Approval and authorisation

Screened by:	Position/ Job Title	Date
Eunan Murray	Grounds & Cemeteries Manager	28/10/19
Approved by:	Position/ Job Title	Date
	Head of Property Services	28/10/19

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy; made easily accessible on the council website as soon as possible following completion and be available on request.

Appendix A Mid Ulster District Council Screening Process

