

# **Equality Screening, Disability Duties and Human Rights Assessment Template**

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Guidance notes are available to assist with completing this template. For further help please contact the Equality and Human Rights Unit ext 20539.

### Part 1. Policy scoping

### 1.1 Information about the policy / decision

1.1.1 What is the name of the policy / decision?

Standards for Supported Lodgings for Young Adults (aged 16-21) in Northern Ireland

1.1.2 Is this an existing, revised or a new policy / decision?

This is a new policy.

1.1.3 What is it trying to achieve? (intended aims/outcomes)

To set out the minimum standards expected by the DHSSPS in the operation of Supported Lodging facilities. Supported Lodgings aim to provide young people with safe, suitable and supportive places to live within a local familial type environment. Such an environment will offer tailored levels of housing and social care support to enable young people to develop the practical, emotional and relationship skills needed for a successful transition to independence and adulthood. This model offers an alternative to mainstream care placements as described under Article 27 (2) of the Children (NI) Order 1995 to children aged 16 and 17 as well as to vulnerable adults aged 18 – 21 where it is assessed their needs can best be met in a familial living environment. The model will also provide safe and suitable supported living for young people aged 16 / 17 who present as homeless to either Social Services or the Northern Ireland Housing Executive. The standards set out the arrangements and associated policies and procedures that need to underpin the delivery of high quality, safe supported lodging arrangements for young adults.

1.1.4 If there are any Section 75 categories which might be expected to benefit from the intended policy, please explain how.

The minimum standards will specifically help young people aged 16-21 who are leaving care and who require a supported step down living arrangement in order to progress towards increasing independence. Young people aged 16 / 17 who are presenting as homeless will also benefit as it will provide a safe and suitable

alternative where a crisis of homelessness presents.

1.1.5 Who initiated or wrote the policy?

Family and Children's Policy Directorate.

1.1.6 Who owns and who implements the policy?

DHSSPS owns the standards. The organisation that delivers or is commissioned to deliver a supported lodgings service will be responsible for ensuring that supported lodgings service is compliant with the standards. RQIA will also fulfil a role in inspecting provision against these standards.

1.1.7 Is there a role for the HSC Board?

Just as commissioner of service for Trusts – e.g. things like early alerts as they relate to supported lodgings should be reported to HSC Board

# 1.2 Implementation factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision? If yes, are they

Financial	X	Please explain:
Legislative		The development of Supported Lodgings is dependent on sufficient funding being made available from the two lead commissioning
Other	X	agencies, namely the Northern Ireland Housing Executive and Health and Social Care Board. Given the current economic climate the availability of the required funding from the respective agencies may impact negatively on capacity. Supported Lodgings Services are contingent on individuals or families in the community expressing an interest in being recruited, assessed and approved as hosts.
		If promotional activity is not successful it could impact negatively on the successful recruitment of hosts.
		Matching of placements to the assessed needs of young people is essential to maintaining the safety and quality of placements. It is therefore imperative that this approach is inherent in the placement process. It is also essential that all

#### 1.3 Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

hosts are adequately trained and supported.

Staff	X
Service users	X

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Other public sector organisations	X
Voluntary/community/trade unions	X
Other, please specify	

# 1.4 Other policies with a bearing on this policy / decision. If any:

Policy	Owner(s) of the policy
Standards for Leaving Care Services in	DHSSPS
Northern Ireland	
Regional Guidance on Arrangements between NIHE and HSC Trusts for Meeting the Accommodation and Support Needs of Vulnerable Young People aged 16 – 21	NIHE / HSC Trusts
Quality Assessment Framework (QAF)	NIHE

#### 1.5 Available evidence

What evidence/information (<u>both qualitative and quantitative\*</u>) have you gathered to inform this policy? Specify details for each of the Section 75 categories.

A wide range of statistical data sources were used to inform this screening, including the statistical information available from Northern Ireland Statistical Research Agency (including Census information from 2011), Discharge of Statutory Functions Reports, HSC Trust returns to the Regional Health and Social Care Board.

Section 75 category	Details of evidence/information	
Religious belief	Of the total Northern Ireland population and based on Census Report 2011, 41% are Catholic, 19% are Presbyterian, 14% are Church of Ireland 3% are Methodist; 6% are other Christian religions. 10% are no religion; and 8% are other religions.	
	The religious makeup of the homeless population and the care leaver population is not known. However based on religious composition of the entire population of looked after children 48.7% is Catholic; 32.2% is Protestant: 12.9% is Other and the remaining 6.2% is reported as None or Unknown. Based on this analysis it is fair to project that the majority of care leavers are catholic which has implications for areas and choice of residence and location of hosts in the community.	
Political opinion	The political opinion of the affected groups of young people is not known as it is not collected at this time however data on the first preference votes per party in NI Assembly Elections 2011, from the Electoral Commission can be used as proxy information:	
	DUP -198, 436 Sinn Fein – 178,222 UUP – 87,531 SDLP – 94,286 Alliance – 50,875 Other - 52,384 (Electoral Office NI, 2011)	
Racial group	Homeless young people aged 16 and 17: Information on ethnicity is not currently collated. A revision to the dataset for young homeless has now incorporated a data field on ethnicity.	
	Young people in and leaving care aged 16 – 21+: Data on ethnicity is collected for the Looked After population through DSF Reports. Based on DSF Report 2014, 94% of the Looked After population is White; 0.9% is Black; 3.5% is Other; and 1.5% is Unknown.	
Age	Homeless Young people aged 16-17: Of the 311 young people presenting as homeless during 2010/2011, 30% were aged 16 and 70% were aged 17. Northern Ireland had the fastest growing	

	and youngest population during 2001-2011 with an estimated increase of 7.5%. It is projected to have the youngest population during 2011-2021. Based on 2011 Census the population is as follows:  • 0 - 15 - 20.95% (379, 378)  • 16 - 19 - 5.61% (101, 589)
	Young people aged 16 – 21 who are in care or who have left
	care: The age composition of the looked after and care leaver population is identified as follows: 230 x 16 year olds 281 x 17 year olds 267 x 18 year olds 279 x 19 year olds 206 x 20 year olds 97 x 21+ year olds
	The looked after children population is showing a gradual and steady increase over a three year period which potentially will result in increased number of young people in the age band 16 to 21 who are preparing to leave care and who will require access to accommodation in the community.
Marital status	The marital status of either population of young people is not known or collated at this time however given the age of the populations under consideration i.e. 16 – 21; there is a strong likelihood that the majority are single.
Sexual orientation	The Rainbow Project, in partnership with the Council for the Homeless Northern Ireland and the Northern Ireland Housing Executive are carrying out a research project looking at homelessness and related issues for people who identify as lesbian, gay, bisexual and/or transgender (LGB/T).
	Accurate figures are not available for this screening exercise but it is estimated that 5-7% of the population are from the gay, lesbian, bisexual or 'trans' (transsexual, transgendered, and transvestites) (LGBT) community.
Gender (Men and women generally)	Homeless Young People aged 16 -17: Based on Health and Social Care Trust returns to the Health and Social Care Board for the period 2010- 2011, 311 young people aged between 16/17 presented as homeless to either HSC Trusts or the NIHE District

Offices. Of these 46% were male and 54% were female. Young people aged 16 – 21 who are in or who have left care: Based on the Discharge of Statutory Functions Report, March 2012 a total of 1,361 young people aged 16 – 21 had entitlement to Leaving / After Care. Of these 673 were reported as male; and 688 were female. 10.7% of looked after young people aged 16 and 17 were living outside of care placements in alternative accommodation. Homeless young people aged 16 and 17: Disability Data on this population is not currently collated however a data (with or without) field on disability has been included in the revised data collection proforma. Young people in and leaving care aged 16 -21: Data on this group of young people is collated. Based on March 2014 Discharge of Statutory Functions Report 16% of care leavers had a disability - the majority (77) were classified as having autism followed by 63 who had a learning disability. 12% of care leavers were identified as having mental health problems. The report also noted that 90 young people from this population group were receiving treatment for self-harm. The dependent status of young people who present as homeless Dependants is not currently collated by HSC Trusts however a data field on (with or without) parental status has now been included on the new homeless data collation proformas and will be available from 2013 - 2014 onwards. The parental status of young people in and who have left care in the age range 16 – 21 is collated. Analysis shows that 12% (152) were young parents and have one or more dependent children. Given that a number of the young people in both populations are deemed to be children i.e. are aged 16 or 17 appropriate provisions to address safeguarding and support needs must be taken into account in the planning and delivery of accommodation services and interventions to meet assessed needs.

Quantitative data - refers to numbers (that is, quantities), typically derived from either a population in general or samples of that population. This information is often analysed either using descriptive statistics (which summarise patterns), or inferential statistics (which are used to infer from a sample about the wider population).

<sup>\*</sup> Qualitative data — refers to the experiences of individuals related in their own terms, and based on their own experiences and attitudes. Qualitative data is often used to complement quantitative data to determine why policies are successful or unsuccessful and the reasons for this.

# 1.6 Needs, experiences and priorities

Taking into account the information recorded in 1.1 to 1.5, 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	Based on religious composition of the entire population of looked after children 48.7% is catholic; 32.2% is protestant: 12.9% is Other and the remaining 6.2% is reported as None or Unknown. Based on this analysis it is fair to project that the majority of care leavers are catholic which has implications for areas and choice or residence and location of hosts in the community.	
	The location of supported lodgings and hosts need to take account of religion and ensure that choice and matching of placement seek to optimise young people's safety and security.	
	Recruitment practice will be informed by identified needs, and recruitment activity will be targeted to attract a suitable range of Hosts in the required areas.	
Political opinion	No evidence available but this factor needs to be considered in determining appropriate placements taking account of location and matching processes.	
Racial group	Separated/unaccompanied asylum seeking children who enter the country and the age assessment determines mid/late adolescence are particularly vulnerable; they may be subject to trafficking and the importance of providing a safe, suitable living environment is paramount. Additional consideration needs to be given to the accessibility of information, engagement and understanding where English is not a first language. Interpreter services and access to independent advocacy and legal representation are additional services that need to be made available to those young people who are homeless and who have entered the country as "separated /or unaccompanied asylum seeking children". There may be occasions following an assessment of circumstances, needs and risks that placement as a looked after child in supported lodgings may be deemed to be the most suitable placement to support a transition into adulthood.	

## While there may be some young people who will remain in a Age placement up until they are 24 years of age, the policy and associated service model targets key groups based on age: •16-17 year olds •18-21 year olds Specific issues present for 16/17 year olds in that irrespective of 'homelessness' circumstances and the fact that the majority present to NIHE District Offices in the first instance, rather than to Social Services, this particular group by virtue of age and legal definition as a child under NI children's legislation, must receive an assessment of needs and risks by Social Services. This is by way of ensuring the most appropriate intervention and upholding their rights under the Children Order. Similarly and based on age profile the service and associated service information needs to be age appropriate. No evidence available but the majority of young people are single Marital status therefore supported lodgings placements need to adequately cater for single young homeless and care leavers. Young people who identify as LGBT are: Sexual • At least 2.5 times more likely to self- harm orientation • 5 times more likely to be medicated for depression • At least 3 times more likely to attempt suicide • 20 times more likely to suffer from an eating disorder than their heterosexual counterparts Where housing needs feature for young people in this category it is likely to compound vulnerability and associated risks therefore this policy is important in ensuring the availability of the most appropriate safe, suitable and supportive placements that makes explicit and supports young people's pathways into accessing the right services in a timely way is paramount. Accurate figures on the number of transgender persons are not Gender currently available. It is estimated that the number of people who (Men and women generally) have presented with gender dysphoria in Northern Ireland is 8 per 100,000 (aged 16 and over). In Northern Ireland, it is recognised that there is a higher proportion of male to female transitions. The policy document provides for equal and fair access to the supported lodgings service irrespective of gender. Statistics on

	homeless young people show slightly higher uptake by females (54%) based on 10/11 data however this is in keeping with population demography. Equally the care leaver population shows little differentiation in the gender composition. Design and provision of information about the service and the service itself needs therefore to be accessible and young person centred.
Disability (with or without)	Additional needs including any disability will be incorporated into the wider assessment and should inform the overall intervention and support pathway.
	This model of provision is intended for young people with medium to low needs therefore any young person whose needs are assessed as requiring a higher and more intense level of support will not be placed in these arrangements and will be matched to more appropriate supported accommodation that will better meet their needs.
Dependants (with or without)	The target population are defined as vulnerable and are frequently without adult/parental support and in many instances are solely dependent on health and social care and social welfare services to provide accommodation and maintenance.
	A number of the young people are single / lone parents therefore guidance, support, and accommodation need to be appropriate to meeting the needs of young parents and their children.
	While supported lodgings have not been created specifically for young people with dependents, levels of assessed need and interventions required may determine that a placement with supported lodgings is appropriate. The matching process will inform such a decision.

# Part 2. Screening questions

2.1 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	No evidence has been identified to indicate that this policy would have a differential impact for this group because of their religious beliefs. Hosts will be recruited from a range of backgrounds and religious beliefs to meet the diverse needs of the target population of young people. It is intended that young people will be matched with hosts taking account of religious beliefs, where this is identified as a particular issue in the matching process.	None
Political opinion	No evidence has been identified to indicate that this policy would have a differential impact for this group because of their political opinion.	None
Racial group	No evidence has been identified to indicate that this policy would have a differential impact because of their racial group and hosts will be recruited from a diverse range of backgrounds.	None
Age	Supported Lodgings have been specifically designed for vulnerable young people aged 16-21 year olds	Major

	who are not prepared or ready to manage independent living, who are leaving the care system or where there has been a crisis of homelessness due to family difficulties.	
Marital status	Supported Lodgings is intended for vulnerable, single young people who are estranged from family and without any consistent form of family support.  Married status among this target group would be the exception and where the situation arises consideration would be given to other more suitable arrangements based on the maturity of the individuals concerned.	None
Sexual orientation	No evidence has been identified to indicate that this policy would have a differential impact for this group because of their sexual orientation. It is intended to recruit a diverse range of hosts so that there is a suitable range of options to meet the diverse needs of young people who require a supported lodgings placement.	None
Gender (Men and women generally)	The composition of the target population shows a fairly even split across males / females.  This policy will provide equal opportunity to the gay, lesbian, bisexual or trans'(transsexual,	None

	transgendered, and transvestites) (LGBT) community. Recruitment of hosts and approval of placements will actively seek to ensure that there are equally available and suitable host placements for the respective gender and LGBT groups.	
Disability (with or without)	The nature and complexity of a young person's disability will be a factor in determining, through the matching process, whether a supported lodgings placement is the most suitable for that young person.  Additional needs including any disability will be incorporated into the wider assessment and should inform the overall intervention and support pathway.  For young people with significant disability more specialist environments may be required that are more appropriate to meeting particular needs.	None
Dependants (with or without)	Where there are vulnerable young people aged 16 – 21 with dependents there are potentially other issues to be considered, for example, ability to parent, child protection issues etc and therefore a more suitable alternative may be required based on assessed needs, such as a foster care placement for the mother and child(ren). This will depend on levels of assessed need	None

and the interventions required.	

# **2.2** Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories? If Yes, provide details If No, provide reasons Section 75 category Religious The policy promotes equality of opportunity for young people of belief all religious beliefs. Political The policy promotes equality of opportunity for young people opinion with different political opinions. The policy promotes Racial equality of opportunity for group young people of all racial groups. The policy is specific to the Age provision of a service for young people aged 16-21 who are identified as a particular group who are vulnerable to homelessness. Marital The policy or associated service model is not status intended for young married people. Data shows that young people with this status do not feature in the population of young people for

		whom this policy and associated service is targeted.
Sexual orientation	The policy promotes equality of opportunity for young people of all sexual orientations.	
Gender (Men and women generally)		The policy promotes equality of opportunity for young people of both genders.
Disability (with or without)		This is dependent upon the complexity and severity of the disability and on the suitability of the accommodation and facilities that are available.
Dependants (with or without)		The policy and associated service model is not aimed at young people will dependents. Where there are vulnerable young people aged 16 – 21 with dependents there is potentially other issues to be considered, for example, ability to parent, child protection issues etc and therefore a more suitable alternative may be required based on assessed needs, for example, a foster care placement for a parent

	and child.

2.3 To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? (minor/major/none)			
Good relations category	Details of policy impact	Level of impact minor/major/none	
Religious belief	Host recruitment is open to people of all religious beliefs and those of no religious persuasion. The supported lodging provider ensures that Host recruitment is, where possible, representative of and inclusive of local community and needs of young people. The Supported Lodging provider must also ensure that there is a Matching Policy that seeks to ensure the best possible match for each young person and host.  The matching will need to take account of geography and location of hosts within areas that young people will feel comfortable. However the model does provide an opportunity to promote better	Minor	
	relations across different groupings.		
Political opinion	Host recruitment is open to people of different political opinions. The supported lodging provider ensures that Host recruitment is, where possible, representative of and inclusive of local community and needs of young people.	Minor	
	The Supported Lodging provider must also ensure that there is a Matching Policy that seeks to ensure the best possible match for each young person and host. Potentially this could provide		

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	an opportunity to promote better political relations across different groupings	
Racial group	Host recruitment is open to people of all racial groupings. The supported lodging provider ensures that Host recruitment is, where possible, representative of and inclusive of local community and needs of young people. The Supported Lodging provider must also ensure that there is a Matching Policy that seeks to ensure the best possible match for each young person and host. Potentially this could provide an opportunity to promote better relations across different racial groupings.	Minor

2.4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?			
Good relations category	If <b>Yes</b> , provide details	If <b>No</b> , provide reasons	
Religious belief	The policy provides opportunities to promote good relations between people of different religious belief as the Supported Lodging provider must ensure that Host recruitment is, where possible, representative of and inclusive of local community and needs of young people.		
Political	The policy does provide opportunities to promote good		

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opinion	relations between people with different political opinions as the Supported Lodging provider must ensure that Host recruitment is, where possible, representative of and inclusive of local community and needs of young people.	
Racial group	The policy provides opportunities to promote good relations between people from different racial groups as the Supported Lodging provider must ensure that Host recruitment is, where possible, representative of and inclusive of local community and needs of young people.	

#### 2.5 Additional considerations

#### **Multiple identity**

Provide details of data on the impact of the policy on people with multiple identities (e.g. minority ethnic people with a disability, women with a disability, young protestant men, young lesbian, gay or bisexual persons). Specify relevant Section 75 categories concerned.

No data available at this time however it is intended to collect this as part of the delivery of the service.

2.6 Was the original policy / decision changed in any way to address any adverse impacts identified either through the screening process or from consultation feedback. If so please provide details.

#### No.

These standards relate to a new policy for the provision of safe suitable accommodation for vulnerable young persons aged 16 to 21 with a familial type environment. The standards were drafted in consultation with the HSC Board, Trusts, Homelessness NI, VOYPIC and Fostering Network.

The standards are subject to a formal consultation process and the screening template will be finalised in light of consultation responses.

## Part 3. Screening decision

3.1 How would you summarise the impact of the policy / decision?

No impact		
Minor impact	X positive	Consider mitigation (3.4 – 3.5)
Major impact		

3.2 Do you consider that this policy / decision needs to be subjected to a full Equality Impact Assessment (EQIA)?

3.3 Please explain your reason for making your decision at 3.2.

This is one of many provisions for vulnerable young people aged 16-21. It is being introduced to assist young people aged 16-21 to make the transition to adult life and towards independence at a pace that is in keeping with their needs and readiness. It will also afford a safe suitable supported placement within a familial type environment where a young person faces a homelessness crisis and requires a period of respite to address family difficulties and to avail of support aimed at rehabilitation back to family in keeping with their right to family life.

# Mitigation

If you have concluded at 3.1 and 3.2 that the likely impact is 'minor' and an equality impact assessment is not to be conducted, you must consider mitigation (or scope for further mitigation if some is already included as per 2.6) to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.

	ity of any equality impact, or the introduction of an alternative mote equality of opportunity or good relations.
	decision be amended or changed or an alternative policy promote equality of opportunity and/or good relations?
Yes	
No	X – to be reviewed in light of consultation responses
	ed " <b>Yes</b> ", please give the <b>reasons</b> to support your decision, roposed changes/amendments or alternative policy.

## Part 4. Monitoring

Monitoring is an important part of policy development and implementation. Through monitoring it is possible to assess the impacts of the policy / decision both beneficial and adverse.

4.1 Please detail how you will monitor the effect of the policy / decision?

This will be monitored through the HSCB.

The Supported Lodgings facilities will also be able to be monitored through the collection of statistics by the Supported Lodgings Service Provider.

4.2 What data will you collect in the future in order to monitor the effect of the policy / decision?

The impact of the policy will be measured in a number of ways:

- Through RQIA inspection of the Supported Lodgings Service against the standards; and
- Through the stated measures and indicators that are incorporated into the reporting requirements underpinning the service model as set out by the commissioners for the service.

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**Please note**: - For the purposes of the annual progress report to the Equality Commission you may later be asked about the monitoring you have done in relation to this policy and whether that has identified any Equality issues.

# Part 5. Disability Duties

5.1 Does the policy/decision in any way promote positive attitudes towards disabled people and/or encourage their participation in public life?

This model of accommodation and support within a familial type of environment actively seeks to normalise living arrangements for young people who are facing housing difficulties. Where it is determined through a matching process that the needs of a young person with a disability can be safely and appropriately met within a placement within this service he/she will be supported to engage with the local community and to actively participate in local services and community life.

Through recruitment process for hosts the needs of young people will be profiled. This will include young people with disability, particularly young people with mild/moderate learning disability who would benefit from an extended opportunity for supported living before transitioning to increased independence.

5.2 Is there an opportunity to better promote positive attitudes towards disabled people or encourage their participation in public life by making changes to the policy/decision or introducing additional measures?

See above.			

# Part 6. Human Rights

# 6.1 Please complete the table below to indicate whether the policy/decision affects anyone's Human Rights?

ARTICLE	POSITIVE IMPACT	NEGATIV E IMPACT = human right interfered with or restricted	NEUTRAL IMPACT
Article 2 – Right to life			Х
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment	Х		
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			Х
Article 5 – Right to liberty & security of person			X
Article 6 – Right to a fair & public trial within a reasonable time			X
Article 7 – Right to freedom from retrospective criminal law & no punishment without law.			X
Article 8 – Right to respect for private & family life, home and correspondence.	X		
Article 9 – Right to freedom of thought, conscience & religion			X
Article 10 – Right to freedom of expression			Х
Article 11 – Right to freedom of assembly & association			Х
Article 12 – Right to marry & found a family			Х
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			Х

1 <sup>st</sup> protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property	Х	
1 <sup>st</sup> protocol Article 2 – Right of access to education	X	

6.2 If you have identified a likely negative impact who is affected and how?

None identified.	

At this stage we would recommend that you consult with your line manager to determine whether to seek legal advice and to refer to Human Rights Guidance to consider:

- whether there is a law which allows you to interfere with or restrict rights
- whether this interference or restriction is necessary and proportionate
- what action would be required to reduce the level of interference or restriction in order to comply with the Human Rights Act (1998).
- 6.3 Outline any actions which could be taken to promote or raise awareness of human rights or to ensure compliance with the legislation in relation to the policy/decision.

Significant training will be undertaken with hosts by the organisation commissioned to deliver the supported lodgings service; training will incorporate a rights based agenda and diversity and equality issues. There will be ongoing monitoring of and support to hosts and young people in placements. Additionally exit interviews will be undertaken with each young person leaving the service to ascertain views and feedback which will be used to address service improvement and any issues relating to human rights, privacy, advocacy etc

# Part 7 - Approval and authorisation

	Name	Grade	Date
Screened completed by	Isobel Riddell	DP	27 August 2014
Approved by <sup>1</sup>	Jerome Dawson	7	10 August 2014
Forwarded to E&HR Unit <sup>2</sup>			

#### Notes:

<sup>&</sup>lt;sup>1</sup> The Screening Template should be approved by a senior manager responsible for the policy this would normally be at least Grade 7.

<sup>&</sup>lt;sup>2</sup> When the Equality and Human Rights Unit receive a copy of the <u>final</u> <u>screening</u> it will be placed on the Department's website and will be accessible to the public from that point on. In addition, consultees who elect to receive it will be issued with a quarterly listing all screenings completed during each three month period.