

Appendix 2

2013/14 Quarter 3 Screening Report

The Charity Commission for Northern Ireland is committed to equality and diversity in all that we do. Our commitments are set out in our Equality Scheme and Action Plan. In line with this we are committed to applying screening methods to all new and revised policies, processes and guidance which have the potential to impact on equality and diversity. The table below shows policies, processes and guidance that have been screened between October 2013 and December 2013.

Title of Policy	Aims of Policy	Screened for equality, good relations, disability duties	Screening decision: screened in / out	Summary of reasons	Owner / date screened
Guidance for unincorporated charities	This guidance is intended to provide information to unincorporated charities on the provisions of the Charities Act (2008) (as amended) to make changes in accordance with their governing document or to request consent	Yes	Out	Followed equality prompts and identified no equality implications. Guidance available in alternative formats on request. Word document hosted online can have size of font increased.	Casework project team December 2013

Title of Policy	Aims of Policy	Screened for equality, good relations, disability duties	Screening decision: screened in / out	Summary of reasons	Owner / date screened
	for the Charity Commission to make these changes.				
Guidance on consents for charitable companies	This guidance is intended to provide support to Charitable companies that intend to make regulated alterations to their articles of association.	Yes	Out	Followed equality prompts and identified no equality implications. Guidance available in alternative formats on request. Word document hosted online can have size of font increased.	Casework project team October 2013
Legal programme and manuals	To provide legal advice to the Commission. Operational guidance for the legal procedures within the Commission.	Yes	Out	Followed equality prompts and identified no equality implications. Reviewed monthly.	Legal programme team November 2013

Title of Policy	Aims of Policy	Screened for equality, good relations, disability duties	Screening decision: screened in / out	Summary of reasons	Owner / date screened
Purposes and public benefit toolkit	This toolkit is intended to assist trustees to identify/review their charity's purposes, the public benefit flowing from each purpose and to complete the public benefit statement.	Yes	Out	Followed equality prompts and identified no equality implications.	Policy development team November 2013
Registering as a charity guidance	External guidance designed to support charities and trustees to understand the process of registering as a charity in Northern Ireland.	Yes	Out	Followed equality prompts and identified no equality implications. Guidance available in alternative formats on request. Word document hosted online can have size of font increased.	Registration project team November 2013

Title of Policy	Aims of Policy	Screened for equality, good relations, disability duties	Screening decision: screened in / out	Summary of reasons	Owner / date screened
Registration programme: internal processes	Procedures to be followed by staff when dealing with applications to register as a charity in Northern Ireland	Yes	Out	Equality issue regarding online system identified however mitigated by work with helper groups and availability of hard copy forms on request with explanation for need. Reviewed monthly. Manuals due for review after 6 months of registration commencing, will monitor special requests and/or complaints.	Registration project team December 2013