**SECTION 75 EQUALITY AND GOOD RELATIONS**

**CONSULTATION ON SCREENING OF POLICIES**

**JANUARY TO MARCH 2019**

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| **Name of Policy** | **Aim/Purpose of Policy** | **New or Revised Policy** | **Date of Screening** | **Recommendation** |
| Travel and Subsistence Policy | This Policy covers payment of mileage related expenses and associated subsistence expenses to all Council staff. This policy is new but it documents current practice and does not make any changes to the procedures for eligibility and reimbursement of expenses in accordance with NJC guidelines. | New | 7 February 2019 | Screened out for EQIA without mitigation |
| Inclusive Customer Service Policy | The Inclusive Customer Service Policy outlines the Council’s commitment to uphold the spirit and letter of the Disability Discrimination Act 1995 and to strive to make all possible reasonable adjustments to make our services accessible to disabled persons. This Policy is based on a template provided by the Equality Commission. | New | 5 February 2019 | Screened out for EQIA without mitigation |
| Employee Performance Improvement Procedure | The policy explains the procedure for dealing with unsatisfactory performance in the organisation.  The fundamental aim of this procedure is provide employees with an opportunity to improve their performance, while making it clear that failure to improve their performance could ultimately lead to dismissal from the organisation. | Revised | 8th February 2019 | Screened out for EQIA without mitigation |
| Procurement Policy | This policy document sets out procedures and authorisation limits for procurement by Council of goods and services. The focus of this document is to promote best value procurement of goods and services throughout all areas of Causeway Coast and Glens Borough Council, while providing staff with an overview of the procurement process and some of the legal requirements involved. | Revised | 8 March 2019 | Screened out for EQIA without mitigation |