



Fermanagh & Omagh  
District Council

Comhairle Ceantair  
Fhear Manach agus na hÓmaí

# **External Lighting Policy**

**March 2015**

## **1. Introduction.**

- 1.1 Fermanagh and Omagh District Council's Corporate Plan 2015/19 sets out the Council's strategic aims, priorities and values. Key to the delivery of the actions within the Plan is the commitment to the "Promotion of Inclusivity & Diversity".
- 1.2 A significant number of requests from charity and other community organisations are received each year to have Council buildings illuminated in a specific colour(s), to help promote their particular event and to increase awareness of their campaign.

## **2. Aim.**

- 2.1 The aim of the policy is to establish and operate a transparent procedure to mark specific days of significance to various groups within the wider community, and which are associated with a particular colour or colours, by illuminating specific council buildings appropriately.
- 2.2 The policy will also apply to marking events which are organised solely by the Council, or in partnership with another organisation.

## **3. Objectives.**

- 3.1 By working in accordance with this Policy, Fermanagh and Omagh District Council will:
  - 3.1.1 Facilitate requests from Charitable Organisations to have specific Council buildings illuminated in the official colour which marks their International Day or significant anniversary of 50 years, 100 years and after that in 50 year intervals.
  - 3.1.2 Provide a consistent approach to dealing with requests from charitable and community organisations.
  - 3.1.3 Allow the Council to celebrate the achievements of charitable and community organisations and recognise the importance of their contribution to the area.
  - 3.1.4 Demonstrate the Council's Corporate Social Responsibility.
  - 3.1.5 Promote inclusivity and cultural awareness by recognising days of particular significance to groups within the wider community.
  - 3.1.6 Publish details of those dates which will be marked, in order to further communicate the Council's commitment to supporting the charity.

## **4. Council Buildings to be Illuminated.**

- 4.1 In Omagh, The Strule Arts Centre will be illuminated and in Fermanagh, Enniskillen Castle will be illuminated.

## **5. Criteria for Illumination of Buildings.**

5.1 Applications will be measured against specific criteria, in order to ensure consistent and fair consideration. The following criteria will be applied:

### **Charities and Community Groups**

- 5.1.1 The charity must have a registered charity number, compliant with Charities legislation.
- 5.1.2 The charity must impact more than one person.
- 5.1.3 The charity or community group must have a local presence or be able to demonstrate direct local impact.
- 5.1.4 The charity or community organisation's outcomes/outputs must be in accordance with the Council's agreed values and objectives and must not conflict with Council policies

### **Events organized by the Council**

- 5.1.5 Events organised the council itself (either directly or in partnership with others).
- 5.2 In order to ensure the maximum effectiveness of the external lighting policy, no more than 4 days of external lighting per calendar month will be permitted.
- 5.3 An application form and Equality Monitoring Form are attached as Appendix A to this policy.

## **5. Resourcing.**

- 6.1 All necessary human, financial and material resources will be made available to implement the Policy, whilst being mindful of budgetary constraints.
- 6.2 Training will be provided to raise awareness of the Policy among staff and to ensure its effective implementation.

## **7. Responsibilities.**

- 7.1 Requests for external lighting will be administered by the Department of Community, Health and Leisure and considered by the Regeneration and Community Committee.

## **8. Monitoring.**

- 8.1 The Council will monitor the implementation of the Policy at regular intervals and will respond in a positive fashion to both regional and local changes in circumstance or new initiatives.

## **9. Linkages.**

9.1 This Policy will link into the Council's policies on Charity Support and Civic Recognition.

## **10. Review.**

10.1 The Policy on External Lighting will, under normal circumstances, be formally reviewed every three years.

10.2 The Policy will also be subject to routine scrutiny and, from time to time, updates and re-issues will be circulated.

10.3 The policy will be reviewed sooner in the event of any one or more of the following:

- A failure or weakness in the policy is highlighted.
- Changes in legislative requirements.
- Changes in Government/Council or other directives and requirements.



## Application for Illumination of Council Buildings

Please read the attached Guidance before completing this form.

<b>Applicant/Organisation</b>	
<b>Contact name and position</b>	
<b>Postal Address</b>	
<b>Postcode</b>	
<b>Telephone Number</b>	
<b>Mobile Telephone</b>	
<b>Email address</b>	

<b>Details:</b>	
<b>Colour requested</b>	
<b>Suggested date</b>	

Please note, applications to illuminate Enniskillen Castle and Strule Arts Centre in a particular colour, should be submitted to the Council at least 6 weeks before the date requested, to allow sufficient time for the application to be considered.

Completed applications, including any supporting material can be posted to: Community Services, Fermanagh and Omagh District Council, Townhall, 2 Townhall Street, Enniskillen, Co. Fermanagh, BT74 7BA or emailed to [louise.mclaughlin@fermanaghomagh.com](mailto:louise.mclaughlin@fermanaghomagh.com).



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## Fermanagh and Omagh District Council Equal Opportunity Monitoring Sheet

Data Protection: In accordance with the Act, you should be aware that the information which you give us on this form will remain anonymous and will be used for the purpose of Equal Opportunity Monitoring only, and not for any other purpose.

Fermanagh and Omagh District Council is committed to achieving fairness and equality.

We want to operate an External Lighting Policy which is responsive to different community needs. We want this policy to be accessible to all eligible organisations.

In order to achieve this goal, **we need your help**. One of the most important ways of doing this is by monitoring the groups who apply to have the Council Buildings illuminated, and the results of their application. The information provided will be used by Fermanagh and Omagh District Council to assist us in complying with our statutory duty under the Northern Ireland Act 1998.

## Fermanagh and Omagh District Council Equal Opportunity Monitoring Sheet for Groups

**Will the proposed Illumination of Council Buildings be directed towards, or promote the interests of, one or more of the following Section 75 Groupings?**

**1. Persons of Differing Religious Belief:** Yes  No

If Yes, will the focus be on all , or any of the following?

Roman Catholic	<input type="checkbox"/>	Baptist	<input type="checkbox"/>	Buddhist	<input type="checkbox"/>
Presbyterian	<input type="checkbox"/>	Muslim	<input type="checkbox"/>	Sikh	<input type="checkbox"/>
Church of Ireland	<input type="checkbox"/>	Hindu	<input type="checkbox"/>	Baha'í	<input type="checkbox"/>
Methodist	<input type="checkbox"/>	Jewish	<input type="checkbox"/>	Other	<input type="checkbox"/>

**2. Persons of Differing Political Opinion:** Yes  No

If Yes, will the focus be on all , or any of the following?

Nationalist  Unionist  Other

**3. Persons of Different Racial Groups:** Yes  No

If Yes, will the focus be on all , or any of the following?

White  Black (Other)  Mixed ethnic group   
Bangladeshi  Chinese  Pakistani   
Black African  Indian  Other   
Black Caribbean  Irish Traveller

**4. Persons of Different Age:** Yes  No

If Yes, will the focus be on all , or any of the following?

0-15  16-29  30-44  45-59  60-74  75+

**5. Persons of Different Marital Status:** Yes  No

If Yes, will the focus be on all , or any of the following?

Single (Never married)  Divorced   
Married  Widowed   
Separated  Co-habiting

**6. Persons of Different Sexual Orientation:** Yes  No

If Yes, will the focus be on all , or any of the following?

Heterosexual  Gay or Lesbian (Homosexual)   
Bi-sexual

**7. Persons of Different Gender:** Yes  No

If Yes, will the focus be on all , or any of the following?

Male  Female  Transgendered People

**8. Persons with a Disability:** Yes  No

Under the Disability Discrimination Act 1995, a disabled person is defined as a person with "a physical or mental impairment which has a substantial and long-term effect on his/her ability to carry out normal day to day activities".

If Yes, will the focus be on all , or any of the following?

Visual Impairment  Communication Difficulty  Learning Difficulty   
Hearing Impairment  Multiple Impairment  Mobility Impairment   
Other

**9. Persons with Dependents:** Yes  No

This is about caring responsibilities. By that we mean looking after a child, whether as a parent, guardian or foster parent, or helping an adult carry out their daily routine. This might mean providing assistance to an adult relative or friend who is disabled or has a long-term illness.

If Yes, will the focus be on all , or any of the following?

People who look after children  People who help an adult  
with their daily routine

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**For office use only:**      **Illumination for .....**

**Approved / Not Approved .....**

**Date.....**





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## **Application for Illumination of Council Buildings**

Applications for the illumination of Council Buildings are considered by Council in accordance with the following criteria:

### **Charities and Community Groups**

The charity must have a registered charity number, compliant with Charities legislation.

The charity must impact more than one person.

The charity or community group must have a local presence or be able to demonstrate direct local impact.

The charity or community organisation's outcomes/outputs must be in accordance with the Council's agreed values and objectives and must not conflict with Council policies

### **Events organized by the Council**

Events organised the council itself (either directly or in partnership with others).

**Contact Details:** Please provide full contact information for the person who will be responsible for the event should it be approved.

**Application Details:** Please outline the reasons for your application and how it meets the criteria. If you are unsure whether it will meet the criteria, please contact us on 0300 303 1777, Textphone (028) 8225 6216 or email [louise.mclaughlin@fermanaghomagh.gov.uk](mailto:louise.mclaughlin@fermanaghomagh.gov.uk). If you wish you may attach more detailed background information (no more than 1 A4 sheet).

Please note, applications to illuminate Enniskillen Castle and Strule Arts Centre in a particular colour, should be submitted to the Council at least 6 weeks before the date requested, to allow sufficient time for the application to be considered.

**Suggested Date of Illumination:** If it is only relevant to illuminate council buildings on one specific date, please indicate this.

**Equality Monitoring:** Council monitors all applications for Civic Hospitality to identify any impacts upon the Nine Categories of Persons in Section 75 of the Northern Ireland Act 1998.