

**Public Authority Statutory Equality and Good Relations Duties  
Annual Progress Report 2015-16**

**Contact:**

<ul style="list-style-type: none"><li>Section 75 of the NI Act 1998 and Equality Scheme</li></ul>	Name: Cathy Watson Telephone: 028 2766 0201 Email: cathy.watson@causewaycoastandglens.gov.uk
<ul style="list-style-type: none"><li>Section 49A of the Disability Discrimination Act 1995 and Disability Action Plan</li></ul>	As above <input checked="" type="checkbox"/> Name: Telephone: Email:

Documents published relating to our Equality Scheme can be found at:

[www.causewaycoastandglens.gov.uk](http://www.causewaycoastandglens.gov.uk)

**Signature:**



**This report has been prepared using a template circulated by the Equality Commission.**

**It presents our progress in fulfilling our statutory equality and good relations duties, and implementing Equality Scheme commitments and Disability Action Plans.**

**This report reflects progress made between April 2015 and March 2016**

## **PART A – Section 75 of the Northern Ireland Act 1998 and Equality Scheme**

### **Section 1: Equality and good relations outcomes, impacts and good practice**

- 1** In 2015-16, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

*Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.*

- 2015/16, as the first operational year of the Causeway Coast and Glens Borough Council, has been an important year. Equality of opportunity and good relations has been integrated into the change process of local government reform when bringing the 4 legacy councils of Ballymoney, Coleraine, Limavady and Moyle together and incorporating the transferring functions. This is evident in the work undertaken to communicate all aspects the merger and ensuring information was accessible to all our communities. In keeping with our corporate guidelines, all materials are available in different languages or formats if requested.
- During 2015/16 a new accessible council website was developed following the accessibility guidelines issued by the World Wide Web Consortium (W3C) and the Royal National Institute for the Blind (RNIB).
- The council has implemented a diverse and varied events programme, which include cultural content; all cross community and are open to all.

2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2015-16 (*or append the plan with progress/examples identified*).

- During 2015-2016, improvements were made to online applications for services such as dog licensing allowing applicants to renew licences following record verification, without the need to present documentation by post or in person. Other licenses such as petroleum, entertainment, amusement permits etc. are now also available for submission online.
- Information on all services provided by Health & Built Environment is provided on the Council website and continues to be reviewed and updated.
- 1 Youth Cohesion Project targeting 20 youth peer leaders delivered
- 1 Youth education citizenship resource including DVD developed and delivered to 18 post primary schools and targeting 1000 young people.
- 1 youth leadership 'Let's Talk' local democracy project delivered engaging at least 120 young people
- 1 positive media programme delivered to positively promote GR with local and social media
- Policy development – provision of support to the corporate policy function on GR (S75) issues, in relation to development of new policies.
- 1 Mediation and Dialogue programme, including 12 facilitated workshops and up to 30 meetings involving both statutory & community stakeholders to address a range of issues relating to cultural expression, shared space etc. across the Borough area. This programme also includes provision to provide mediation on an inter or intra community basis (reactive response).
- 1 Early years programme delivered across the Borough, promoting shared communities through cultural diversity, involving 12 playgroups, 24 practitioners and up to 80 families
- 1 programme developed and delivered to challenge prejudice and tackle hate crime – 16 workshops, recruiting 170 participants and at least 60 participants completing
- Tension monitoring programme including interagency collaboration on shared priority issues (reactive). Engagement with at least 6 local communities on emerging community issues affecting service delivery, providing joined up approach
- 1 Cultural Capacity programme, engaging with up to 6 cultural/heritage groups (up to 80 individuals) to encourage positive engagement with wider communities on cultural identity
- 1 Cultural Showcase (dependent on additional external OFMDFM funds) hosting 4 events to celebrate culture and heritage within the Council area
- 1 Celebrating Sporting Difference Programme targeting 120 young people and young adults
- 1 Community & Statutory Dialogue (strategic/proactive) programme with representatives from relevant community & statutory partners to identify shared priorities/themes and develop collaborative approaches to addressing
- 1 Good Relations Action Learning Programme. Advice/mentoring to at least 40 groups to develop GR projects. Delivery of 20-30 GR Action Learning Grants to

local groups, involving at least 500 participants in activities supported. 2 shared GR peer focused workshops, attended by at least 80% of groups supported through grant aid.

- 'Rites of Passage' reminiscence project, 8 sessions, 115 participants who live in Fold Accommodation, either senior citizens or younger people living with disabilities
- 'Irish History Starts Here – Sensing the past'': New exhibition developed with 12 local visually-impaired people who co-curated exhibition in 12 sessions, Exhibition received 665 visitors
- AADITA exhibition addressing racial diversity, 150 visitors
- Rites of Passage exhibition 420 visitors, target group were visually-impaired people. Exhibition was designed to be accessible to people with VI and at least 50 of those visiting the exhibition had visual impairment
- World Alzheimer's Day, participatory workshop, 62 in attendance,
- 'Contact, Culture & Conflict' target groups single identity groups. 5 residential and 62 participants.
- Children's & Toddler's workshops. Facility has ease of access all floors with prams & other equipment etc. Up to 30 Children's workshops with approximately 300 children facilitated.
- Aurora Project in circus skills for people with learning disabilities and 50+ group, 25 people per session x 48 sessions, in 8 locations borough wide.
- Writer's joint project with Good Relations, 24 sessions, 10 people per session average, in 4 locations borough wide - targeted groups in terms of age, gender, sexuality and race.
- Photography joint project with Good Relations, 24 sessions, 10 people per session average, 4 locations borough wide, - targeted groups in terms of age, gender, sexuality and race.
- Cultural Showcase joint photography/writing project with Good Relations, 150 people attendance targeted groups in terms of age, gender, sexuality and race.
- Carnival arts workshops, target groups people with learning disabilities, 15 people for 6 sessions.
- 8 staff attended workshop 7/4/16 - Ethical and Shared Remembering: Remembering a Decade of Change and Violence, 1912-1922.
- 1,378 home accidents prevention assessments completed focusing on families with children under the age of five and those aged over 65 years.
- 631 households with children under the age of five and 416 aged over 65 years received home safety equipment.
- Targeted programme aimed at primary school children with 9 interactive events attended by 1,000 P7 children on various safety issues.
- Firework safety information distributed to year 10 pupils in 4 schools and 35 talks given to targeted groups of families with children under the age of five and those over 65 years.
- Special initiative testing electric blankets across borough with 77 electric blankets out of 125 found to be defective, with 60 replace during home safety assessment visits.
- 380 CO alarms supplied to vulnerable households across the borough.

- 952 keep warm packs distributed during 2015-2016 in line with set criteria to benefit those experiencing fuel poverty, adult with underlying cold related illness that makes them more vulnerable in the cold; homeless person; dependent children; people aged 65+ living alone; people aged over 70 year.

Pack	Number Distributed
Adult Male	271
Adult Female	430
Children's Male	125
Children's Female	126
<b>Total</b>	<b>952</b>

- Two Slow Energy Efficient slow cooker events targeted at those living in food poverty with 18 participants.
- Two schools participated in the Energy Detectives programme targeting fuel poverty within the borough.
- Continuation and development of the two fuel stamp schemes run across the borough targeted at low income households.
- Over 1,000 referrals made to the Affordable Warmth Scheme targeted at reducing fuel poverty.
- The 'Dine below the Line' initiative hosted 4 pop-up stands at events across the borough aimed at encouraging community engagement and providing information on waste reduction by transforming leftovers and cooking on a budget ( e.g. families, lone pensioners, old people, ethnic minorities, people with a disability).
- Equality, diversity, disability and good relations workshop for elected members held on 28<sup>th</sup> January 2015.
- Women in Business Event, sponsored for Causeway Enterprise Agency, attended by around 200 local business women.
- Stroke Association Meetings run for 40+ weeks per year at Flowerfield. Facility serves 2 Groups with approx. 10-20 per group.
- 82 workshops/talks (Approximately 820 attending) and 56 auditorium events spanning music/theatre/performance/film, all of which are inclusive and open to all of the community. Our auditorium has accessible seating/wheelchair spaces and hearing induction loop. Approximately 5,600 attending
- 12 art exhibitions, again fully inclusive accessibility. Approx. 24,000 attending
- Venue accommodates lots of community events including section 75 groups such as Help the Aged / Rainbow Project/ Good Relations events / Stroke Association / Senior Citizens groups / GAA / Orange Order
- Range of physical activity and health initiatives facilitated throughout the year including cancer rehabilitation, cardiac rehabilitation, health matters and pulmonary maintenance with over 200 referrals. Also a range of activities including water babies, schools programmes, active aging, mental health

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exercise programme, chair based activities, inclusive games, aqua aerobics aimed at promoting inclusion by all Section 75 groups.

- Mayor attended range of functions and activities throughout the Borough promoting good relations recognising all sections of the community for their successes and achievements including sporting groups, work and diversity groups, churches and charities.
- Grant funding awarded to range of groups representative of Section 75 groupings including Apprentice Boys, Asian Over 50 Club, Community Playgroups, Beyond Skin Music, NW Tongues, Tones & Tapping, Rural Cultural and Educational Societies community development groups.

**3** Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2015-16 reporting period? *(tick one box only)*

Yes                       No (go to Q.4)                       Not applicable (go to Q.4)

Please provide any details and examples:

- During 2015/16 a new accessible council website was developed following the accessibility guidelines issued by the World Wide Web Consortium (W3C) and the Royal National Institute for the Blind (RNIB).

**3a** With regard to the change(s) made to policies, practices or procedures and/or service delivery areas, what **difference was made, or will be made, for individuals**, i.e. the impact on those according to Section 75 category?

Please provide any details and examples:

Having an accessible website means that people with disabilities can perceive, understand, navigate, and interact with the council website, accessing information about or services. It also benefits people *without* disabilities in certain situations, such as people using a slow Internet connection, people with "temporary disabilities" such as a broken arm, and people with changing abilities due to aging.

**3b** What aspect of the Equality Scheme prompted or led to the change(s)? *(tick all that apply)*

As a result of the organisation's screening of a policy *(please give details):*

As a result of what was identified through the EQIA and consultation exercise *(please give details):*

- As a result of analysis from monitoring the impact *(please give details)*:
  
- As a result of changes to access to information and services *(please specify and give details)*:
  
- Other *(please specify and give details)*:

The council wanted the new website to be as accessible as possible for the whole community making it easier to access information and use or services.

## **Section 2: Progress on Equality Scheme commitments and action plans/measures**

### **Arrangements for assessing compliance (Model Equality Scheme Chapter 2)**

- 4** Were the Section 75 statutory duties integrated within job descriptions during the 2015-16 reporting period? *(tick one box only)*
- Yes, organisation wide
  - Yes, some departments/jobs
  - No, this is not an Equality Scheme commitment
  - No, this is scheduled for later in the Equality Scheme, or has already been done
  - Not applicable

Please provide any details and examples:

- 5** Were the Section 75 statutory duties integrated within performance plans during the 2015-16 reporting period? *(tick one box only)*
- Yes, organisation wide
  - Yes, some departments/jobs
  - No, this is not an Equality Scheme commitment
  - No, this is scheduled for later in the Equality Scheme, or has already been done

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Not applicable

Please provide any details and examples:

In the 2015-16 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? (*tick all that apply*)

- Yes, through the work to prepare or develop the new corporate plan
- Yes, through organisation wide annual business planning
- Yes, in some departments/jobs
- No, these are already mainstreamed through the organisation's ongoing corporate plan
- No, the organisation's planning cycle does not coincide with this 2015-16 report
- Not applicable

Please provide any details and examples:

**Equality action plans/measures**

**7** Within the 2015-16 reporting period, please indicate the **number** of:

Actions completed:  Actions ongoing:  Actions to commence:

Please provide any details and examples (*in addition to question 2*):

The council have undertaken training with elected members but the planned training for staff has been deferred into the 2016/17 period where the council intends to implement electronic training.

**8** Please give details of changes or amendments made to the equality action plan/measures during the 2015-16 reporting period (*points not identified in an appended plan*):

None



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9 In reviewing progress on the equality action plan/action measures during the 2015-16 reporting period, the following have been identified: *(tick all that apply)*

- Continuing action(s), to progress the next stage addressing the known inequality
- Action(s) to address the known inequality in a different way
- Action(s) to address newly identified inequalities/recently prioritised inequalities
- Measures to address a prioritised inequality have been completed

**Arrangements for consulting (Model Equality Scheme Chapter 3)**

10 Following the initial notification of consultations, a targeted approach was taken – and consultation with those for whom the issue was of particular relevance: *(tick one box only)*

- All the time                       Sometimes                       Never

11 Please provide any **details and examples of good practice** in consultation during the 2015-16 reporting period, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

‘Irish History Starts Here – Sensing the past’’: New exhibition developed with 12 local visually-impaired people who co-curated the exhibition in 12 sessions. The exhibition received 665 visitors. Exhibition was designed to be accessible to people with a visual impairment.

12 In the 2015-16 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

- Face to face meetings
- Focus groups
- Written documents with the opportunity to comment in writing
- Questionnaires
- Information/notification by email with an opportunity to opt in/out of the consultation
- Internet discussions
- Telephone consultations

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Other (please specify):

Please provide any details or examples of the uptake of these methods of consultation in relation to the consultees' membership of particular Section 75 categories:

Ongoing meetings with RNIB

**13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2015-16 reporting period? (tick one box only)

Yes       No       Not applicable

Please provide any details and examples:

A new Equality Scheme was developed for the Causeway Coast and Glens Borough Council in line with the requirements of Local Government Reform.

**14** Was the consultation list reviewed during the 2015-16 reporting period? (tick one box only)

Yes       No       Not applicable – no commitment to review

**Arrangements for assessing and consulting on the likely impact of policies (Model Equality Scheme Chapter 4)**

<https://www.causewaycoastandglens.gov.uk/council/equality-diversity-and-the-disability-duties/equality-scheme/screening-outcome-reports>

**15** Please provide the **number** of policies screened during the year (as recorded in screening reports):

17
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**16** Please provide the **number of assessments** that were consulted upon during 2015-16:

17	Policy consultations conducted with <b>screening</b> assessment presented.
0	Policy consultations conducted <b>with an equality impact assessment (EQIA)</b> presented.
0	Consultations for an <b>EQIA</b> alone.

- 17 Please provide details of the **main consultations** conducted on an assessment (as described above) or other matters relevant to the Section 75 duties:

All policies which were screened were circulated to the Section 75 consultee list and published on the internet.

- 18 Were any screening decisions (or equivalent initial assessments of relevance) reviewed following concerns raised by consultees? (*tick one box only*)

Yes                       No concerns were raised                       No                       Not applicable

Please provide any details and examples:

**Arrangements for publishing the results of assessments (Model Equality Scheme Chapter 4)**

- 19 Following decisions on a policy, were the results of any EQIAs published during the 2015-16 reporting period? (*tick one box only*)

Yes                       No                       Not applicable

Please provide any details and examples:

**Arrangements for monitoring and publishing the results of monitoring (Model Equality Scheme Chapter 4)**

- 20 From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2015-16 reporting period? (*tick one box only*)

Yes                       No, already taken place  
 No, scheduled to take place at a later date                       Not applicable

Please provide any details:

- 21 In analysing monitoring information gathered, was any action taken to change/review any policies? (*tick one box only*)

Yes                       No                       Not applicable

Please provide any details and examples:

- 22** Please provide any details or examples of where the monitoring of policies, during the 2015-16 reporting period, has shown changes to differential/adverse impacts previously assessed:

N/A

- 23** Please provide any details or examples of monitoring that has contributed to the availability of equality and good relations information/data for service delivery planning or policy development:

### **Staff Training (Model Equality Scheme Chapter 5)**

- 24** Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2015-16, and the extent to which they met the training objectives in the Equality Scheme.

- Summary of the equality scheme was developed and made available to all staff.
- Copies of the full equality scheme were available for all staff and any queries or questions of clarification would have been addressed (there were none).
- Staff received a briefing on the equality scheme following the approval of the scheme.
- Equality, Diversity, Disability and Good Relations training was held for all councillors on 28<sup>th</sup> January 2016.
- Induction training for new staff on the Section 75 statutory duties was deferred into the 2016/17 period.
- Focused training for all staff was deferred into the 2016/17 period.

- 25** Please provide any examples of relevant training shown to have worked well, in that participants have achieved the necessary skills and knowledge to achieve the stated objectives:

- Equality, Diversity, Disability and Good Relations training was held for all councillors on 28<sup>th</sup> January 2016.

### **Public Access to Information and Services (Model Equality Scheme Chapter 6)**

- 26** Please list **any examples** of where monitoring during 2015-16, across all functions, has resulted in action and improvement in relation **to access to information and services**:

- During 2015/16 a new accessible council website was developed following the accessibility guidelines issued by the World Wide Web Consortium (W3C) and the Royal National Institute for the Blind (RNIB).
- Contact was made with Maghaberry Prison regarding the translation of documents into braille which were requested.

**Complaints (Model Equality Scheme Chapter 8)**

**27** How many complaints **in relation to the Equality Scheme** have been received during 2015-16?

Insert number here:

0
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Please provide any details of each complaint raised and outcome:

**Section 3: Looking Forward**

**28** Please indicate when the Equality Scheme is due for review:

2020

**29** Are there areas of the Equality Scheme arrangements (screening/consultation/training) your organisation anticipates will be focused upon in the next reporting period? *(please provide details)*

- Training
- Consultation arrangements
- Monitoring and data gathering

**30** In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next (2016-17) reporting period? *(please tick any that apply)*

- Employment
- Goods, facilities and services
- Legislative changes
- Organisational changes/ new functions
- Nothing specific, more of the same

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Other (please state):

**PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans**

**1. Number of action measures for this reporting period that have been:**

**6**

Fully achieved

**3**

Partially achieved

**1**

Not achieved

**2. Please outline below details on all actions that have been fully achieved in the reporting period.**

2 (a) Please highlight what **public life measures** have been achieved to encourage disabled people to participate in public life at National, Regional and Local levels:

Level	Public Life Action Measures	Outputs <sup>i</sup>	Outcomes / Impact <sup>ii</sup>
National <sup>iii</sup>			
Regional <sup>iv</sup>			
Local <sup>v</sup>	Ensure the Council website is fully accessible	A new accessible council website was developed following the accessibility guidelines issued by the World Wide Web Consortium (W3C) and the Royal National Institute for the Blind (RNIB).	Having an accessible website means that people with disabilities can perceive, understand, navigate, and interact with the council website, accessing information about or services.

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2(b) What **training action measures** were achieved in this reporting period?

	Training Action Measures	Outputs	Outcome / Impact
1	Provide refresher training in Disability Equality Legislation for Councillors	Equality, Diversity, Disability and Good Relations training was held for councillors on 28 <sup>th</sup> January 2016.	<p>Increased awareness of:</p> <ul style="list-style-type: none"> <li>• policy and practice in equality and diversity</li> <li>• the possible causes and impact of bias in day-to-day working life</li> <li>• ways in which individuals can contribute to a culture which is committed to equality and which values diversity.</li> </ul>
2			

2(c) What Positive attitudes **action measures** in the area of **Communications** were achieved in this reporting period?

	Communications Action Measures	Outputs	Outcome / Impact
1	Review role of Disability Champions and reappoint Champions as necessary.	One elected member and one member of staff appointed as Diversity Champions.	Better promotion of equality for people with a disability. Positive attitudes towards disabled people and challenging negative attitudes.



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2	Attendance of Disability Champions at relevant training and networking events.	One elected member and one staff member attended meetings facilitated by the Statutory Duty Network.	Positive attitudes towards disabled people and challenging negative attitudes.

2 (d) What action measures were achieved to ‘**encourage others**’ to promote the two duties:

	Encourage others Action Measures	Outputs	Outcome / Impact
1	Annual review of Disability Action Plan.	New Disability Action Plan	Positive attitudes towards disabled people and challenging negative attitudes. Improved awareness of disability issues in service delivery.
2			

2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
1	<ul style="list-style-type: none"> <li>All new and revised policies were screened for impact upon disability duties</li> </ul>	Equality and good relations screening of new policies complete and documentation placed on the internet	Improved awareness of equality of opportunity and good relations issues within strategic planning and service delivery.
2			

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3. Please outline what action measures have been **partly achieved** as follows:

	Action Measures partly achieved	Milestonesvi / Outputs	Outcomes/Impacts	Reasons not fully achieved
1	Provide refresher training in Disability Equality Legislation for Councillors and Council Employees.	Equality, Diversity, Disability and Good Relations training was held for all councillors on 28 <sup>th</sup> January 2016.	<p>Increased awareness of:</p> <ul style="list-style-type: none"> <li>• policy and practice in equality and diversity</li> <li>• the possible causes and impact of bias in day-to-day working life</li> <li>• ways in which individuals can contribute to a culture which is committed to equality and which values diversity.</li> </ul>	Due to unforeseen delays in the reorganisation of staff in line with the Local Government Reform staff training has been deferred into the 2016/17 period.

4. Please outline what action measures **have not been achieved** and the reasons why.

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	Action Measures not met	Reasons
1	Provide Disability Awareness induction training for all new employees	Due to unforeseen delays in the reorganisation of staff in line with the Local Government Reform training has been deferred into the 2016/17 period.
2	Develop communication policies, and practices to ensure best practice. At Least two relevant articles annually on Council website, press releases etc.	Due to unforeseen delays in the reorganisation of staff in line with the Local Government Reform.
3	Involve people with a disability in stakeholder consultation events relating to the preparation of the Council's new Corporate Plan and Community Planning Consultations	The Community Planning process has been delayed and as such consultation was deferred into 2016/17.

5. What **monitoring tools** have been put in place to evaluate the degree to which actions have been effective / develop new opportunities for action?

(a) Qualitative

The Council continually reviews monitoring information. A monitoring system for Section 75 categories including disability has improved across a range of council departments. We hope these will be improved again as the Causeway Coast and Glens Borough Council gets established

(b) Quantitative

6. As a result of monitoring progress against actions has your organisation either:

- made any **revisions** to your plan during the reporting period or

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▪ taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes?

Please select

If yes please outline below:

	Revised/Additional Action Measures	Performance Indicator	Timescale
1	Complete action measures which were not completed within 2015/16		2016/17
2			
3			
4			
5			

7. Do you intend to make any further **revisions to your plan** in light of your organisation’s annual review of the plan? If so, please outline proposed changes?

None

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<sup>i</sup> **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

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<sup>ii</sup> **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action?

Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

<sup>iii</sup> **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

<sup>iv</sup> **Regional**: Situations where people can influence policy decision making at a middle impact level

<sup>v</sup> **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.

<sup>vi</sup> **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved.