

**Causeway Coast and Glens  
Borough Council**

# **Disability Action Plan**

**2015 - 19**

# **FOREWORD**

This Disability Action Plan is an important document in that it is a statement of the Causeway Coast and Glen Council's commitment to, and proposals for, fulfilling the statutory obligations in compliance with Section 49A of the Disability Discrimination Act 1995 (as amended by the Disability Discrimination (NI) Order 2006).

This Act places duties on public authorities, when carrying out their functions to have regard to the need:

- to promote positive attitudes towards disabled people; and
- to encourage participation by disabled people in public life.

The Plan is also important because it outlines how disability issues can be more effectively mainstreamed within the Council, thus ensuring that they are central to the whole range of policy decision-making within the Council.

---

**COUNCILLOR MICHELLE KNIGHT-McQUILLAN**  
**PRESIDING COUNCILLOR**

---

**DAVID JACKSON**  
**CHIEF EXECUTIVE**

**1<sup>st</sup> April 2015**

---

**DATE**

# CONTENTS

1.	Introduction	4
2.	Purpose of the Disability Action Plan	4
3.	The Council – its Role and Functions	4
4.	Commitment to the Effective Implementation of the Disability Action Plan	7
5.	Internal Arrangements	8
6.	Annual Report	9
7.	Action Measures	10
8.	Publication of Action Plan	13

This Disability Action Plan can be obtained from the Council as a paper copy or it can be downloaded from the Council's website. It can also be obtained from the Council in alternative formats, including in large print, in Braille, and on audio cassette. If you would like a copy in an alternative format, please contact:

**Name:** Elizabeth Beattie  
Head of Policy  
Causeway Coast and Glens Council  
Cloonavin  
66 Portstewart Road  
Coleraine  
BT52 1EY

**Phone Number:** 028 7034 7034

**Text Phone Number:** 028 7034 7056

**Email:** [Elizabeth.Beattie@causewaycoastandglens.gov.uk](mailto:Elizabeth.Beattie@causewaycoastandglens.gov.uk)

## **1. Introduction**

1.1 Section 49A of the Disability Discrimination Act 1995 (as amended by the Disability Discrimination (NI) Order 2006) requires the Council, in carrying out its functions, to have due regard to the need:

- to promote positive attitudes towards disabled people; and
- to encourage participation by disabled people in public life.

1.2 The Causeway Coast and Glens Council is committed to the fulfilment of its disability duties in all parts of its organisation and has set out how it intends to do this in this Disability Action Plan (the Plan).

1.3 The Council will undertake a planned programme of communication and training on the disability duties for all staff and elected members.

## **2. Purpose of the Disability Action Plan**

2.1 This Plan sets out how the Council proposes to fulfil the disability duties in relation to its functions.

## **3. The Council – Its Role and Functions**

3.1 The roles and functions of Local Government in Northern Ireland are set out in the Local Government Act (NI) 1972, the Local Government Act (NI) 2014 and other Miscellaneous Acts and Regulations. Local Government responsibilities fall into three main areas:

- **Direct Service Provision** – Councils provide a range of local services
- **Representation** – Council nominees sit as representatives on various statutory bodies
- **Civic Leadership** – Councils reflect the views of their community in relation to the planning and delivery of certain regional services

3.2 The Council performs five principal roles within its local area and district:

1. The direct provision of a number of services and facilities,
2. The promotion of the arts, tourism, community and economic development,
3. The regulation and licensing of certain activities relating to environmental health, consumer protection and public safety,
4. A representative role on a number of bodies and Boards including Education and Health,
5. A consultative role in relation to functions conducted by other Government bodies and agencies on issues such as planning, water, roads and housing.

3.3 In the performance of the above roles the Council carries out functions in the following areas (this is not an exhaustive list):

- the provision and maintenance of facilities for recreational, social and cultural activities including leisure centres, community centres, parks, open spaces, sports and playgrounds and places of entertainment
- street cleansing
- waste collection and disposal
- the provision of burial grounds
- the provision of grant aid to support the Arts, community development, good relations and the promotion of tourism and economic development
- the administration and regulation of certain matters relating to the environment, public health and public safety including building control, food safety, statutory nuisance, dangerous buildings, air pollution, noise pollution, dog control, consumer protection and health and safety

- the licensing and regulation of street trading, places of entertainment, amusement centres, sex establishments, society, lotteries, cinemas and petroleum stations
- the making of bye-laws and regulation of same

3.4 As a result of Local Government Reform, Causeway Coast and Glens Borough Council has acquired a range of transferring functions which includes:

*Planning:*

- Local development plan functions
- Development control and enforcement

*Roads:*

- Off street parking (except Park and Ride)

*Urban Regeneration and Community Development:*

- Functions associated with physical development (e.g.
- environmental improvement schemes)
- Area based regeneration (such as Neighbourhood Renewal)
- Some community development programmes for the voluntary
- and community sectors

*Housing:*

- Registration of houses in multiple occupation
- Housing unfitness responsibilities, including repair and demolition notices.

*Local Economic Development (transfer from Invest NI):*

- Start a Business Programme and Enterprise Shows
- Youth Entrepreneurship (such as Prince's Trust and Shell
- Livewire)
- Social Entrepreneurship

- Investing for Women
- Neighbourhood Renewal funding relating to enterprises initiatives

*Local Tourism:*

- Small scale tourism accommodation development
- Providing business support including business start-up advice along with training and delivery of customer care schemes
- Providing advice to developers on tourism policies and related issues

*And Also:*

- Some elements of the delivery of the EU Rural Development Programme;
- Authority to Spot List to enable Councils to add a building to the statutory list on a temporary basis, subject to ratification by the DOE;
- Authority to draw up local lists of buildings that are of architectural and/or historic interest;
- Local water recreational facilities;
- Local sports to give greater involvement of local government in local sports decisions

3.5 The Council will also lead on a community planning process. This will be done in partnership with other public service providers in order to collectively address local problems.

3.6 The Council will also have a new General Power of Competence. This will allow the Council to act with similar freedom to an individual, unless there is a law to prevent it from doing so. It will allow the Council to act in its own interest and develop innovative approaches to addressing issues in its area.

#### **4. The Council's Commitment to the Effective Implementation of the Disability Action Plan**

4.1 The Council is committed to the effective implementation of all aspects of the Plan in all parts of its organisation. Overall

responsibility for determining policy on how this will be achieved lies with the Elected Members. Day to day responsibility for carrying out the policy determined by the Elected Members lies with the Chief Executive and he/she will be responsible for the implementation of administrative arrangements to ensure that the disability duties are complied with by the Council in carrying out its functions.

- 4.2 As part of its corporate planning process, the Council will build objectives and target setting and monitoring relating to the disability duties into corporate and business plans. These will be reflected at all levels of strategic planning within the Council including individual staff objectives and annual plans. Progress on meeting objectives, including those relating to the disability duties will be monitored and reported upon at the most senior level within the organisation on a quarterly basis. Individual performance on these issues will be monitored and reviewed through performance review arrangements.
- 4.3 A formal report of progress on meeting the objectives relating to the disability duties will be included in the Council's annual report to the Equality Commission on the implementation of the Council's equality scheme.

## **5. Internal Arrangements**

- 5.1 The Council consists of 40 elected representatives, elected for a four year period.
- 5.2 The Chief Executive oversees the work of the various departments of Council through the Senior Management Team, which together with the Councillors create the corporate body of the Council.
- 5.3 The Chief Executive is responsible for strategic direction and advice to the Council, for the day to day management of services and for the longer term planning and allocation of resources.
- 5.4 The structure of the new Causeway Coast and Glens Council has not yet been finalised. This section of the document will be populated when final decisions on structure have been made and approved.

## **6. Annual Report**

- 6.1 The Council will prepare an annual report on the implementation of its Plan for submission to the Equality Commission. This annual report will be included as part of the Council's annual report to the Equality Commission on the implementation of our equality scheme.
- 6.2 A copy of the annual report on the Disability Action Plan will be made available on the Council's website and in alternative formats on request.

## **7. Action Measures**

- 7.1 The following are the initial measures which the Council intends to take in order to implement the disability duties in 2015-19.

## **DISABILITY PLAN ACTION MEASURES**

### **2015 – 2019**

<b>Action Measure</b>	<b>Expected Outcome/Impact</b>	<b>Performance Indicator</b>	<b>Lead Officer</b>	<b>Timescale</b>	<b>Resources Required</b>
Screen all new policies using the disability duty questions included in the S75 screening pro forma to assess the significance of the policy on the disability duties.	Better promotion of equality for disabled people	All new or revised policies screened for impact on disability duties.	Head of Policy	On-going process	Officer Time
Involve people with a disability in stakeholder consultation events relating to the preparation of the Council's new Corporate Plan and community planning consultations.	Higher participation of disabled people in public life.	People with a disability represented at a range of stakeholder consultation events.	Head of Policy	On-going process	Officer Time Cost of hosting events. Any special provisions needed, eg sign language providers.
Review role of Disability Champions and reappoint Champions as necessary.	Better promotion of equality for disabled people	Two Disability Champions appointed by Council – one Councillor and one staff member	Head of Policy	December 2014	Councillor and Officer Time.
Attendance of Disability Champions at relevant training and networking events.	Sharing of good practice among disability champions	Attendance by Disability Champions at 2 relevant events.	Disability Champions	On-going process	Officer Time Conference and mileage costs.
Annual review of Disability Action Plan.	Better promotion of equality for disabled people	Disability Action Plan reviewed and amended	Head of Policy	September 2015	Officer Time

<b>Action Measure</b>	<b>Expected Outcome/Impact</b>	<b>Performance Indicator</b>	<b>Lead Officer</b>	<b>Timescale</b>	<b>Resources Required</b>
Report on progress on the Disability Action Plan to Equality Commission.	Better promotion of equality for disabled people	Annual Report submitted to Equality Commission.	Head of Policy	Annually every August	Officer Time
Develop communication policies, practices and procedures to ensure best practice.	Better promotion of equality for disabled people.  To promote positive attitudes towards disabled people through acknowledging the contribution of people with a disability.	At least two relevant articles annually on Council website, press releases, etc.	All Officers	On-going process	Officer Time
Ensure the Council website (causewaycoastandglens.gov.uk) is fully accessible.	Improved access to information on the website and Council services provided via the website for people with a disability.	Feedback and comments made with regard to the accessibility of the website.	IT Lead Officer	On-going process	Officer Time
Ensuring appropriate risk assessments are conducted for individual needs.	Improved work environment and participation in public life by Councillors and staff with a disability.	Monitor number of risk assessments conducted which relate to disability issues.	All Managers	On-going process	Officer Time

<b>Action Measure</b>	<b>Expected Outcome/Impact</b>	<b>Performance Indicator</b>	<b>Lead Officer</b>	<b>Timescale</b>	<b>Resources Required</b>
Provide Disability Awareness induction training for all new employees.	Increased awareness of disability issues and understanding of disability related issues.  Promotion of positive attitudes towards disabled people	All newly appointed frontline staff to be trained in disability awareness within 3 months of taking up post.	Head of Organisational Development	On-going process	Officer Time
Provide refresher training in Disability Equality legislation for Councillors and Council employees.	Increased awareness of disability issues  Promotion of positive attitudes towards disabled people	80% of staff and Councillors provided with refresher training.	Head of Organisational Development	On-going process	Officer Time Trainers Fees
Provide advice to disabled Councillors and staff on reasonable adjustments which can be provided by the Council.	Improved participation in the workplace by Councillors and staff with a disability.	Monitor number of requests for reasonable adjustments.	Human Resources Manager  Disability Champions	On-going process	Officer Time

## 12. How the Disability Action Plan Will Be Published

- 12.1 Following submission to the Equality Commission for Northern Ireland, this Plan will be available by contacting:

**Name:** Elizabeth Beattie  
Head of Policy  
Causeway Coast and Glens Council  
Cloonavin  
66 Portstewart Road  
Coleraine  
BT52 1EY

**Phone Number:** 028 7034 7034

**Text Phone Number:** 028 7034 7056

**Email:** [Elizabeth.Beattie@causewaycoastandglens.gov.uk](mailto:Elizabeth.Beattie@causewaycoastandglens.gov.uk)

- 12.2 The Disability Duties and Action Plan can be accessed on the Council's website at [www.causewaycoastandglens.gov.uk](http://www.causewaycoastandglens.gov.uk)
- 12.3 The Council will, through our ongoing work with people with disabilities and people with learning disabilities, find appropriate ways of communicating the Plan. The Plan will be produced in clear print and plain language; will be available in alternative formats on request, including large print, Braille and audio alternative format.
- 12.4 The Plan will be highlighted through press releases, mail shots, meeting directly with disability organisations, representative groups and disabled people.
- 12.5 In accordance with the Council's Equality Scheme consideration will also be given to requests to produce the Plan or a summary Plan for people who speak a minority language.
- 12.6 In addition, all employees will receive a summary Plan and be provided with a full Plan on request.