

# EQUALITY COMMISSION FOR NORTHERN IRELAND

## Public Authority 2010 – 2011 Annual Progress Report on Section 75 of the NI Act 1998 and Section 49A of the Disability Discrimination Order (DDO) 2006

This report template includes a number of self assessment questions regarding implementation of the Section 75 statutory duties from **1 April 2010 to 31 March 2011**. This template also includes a number of questions regarding implementation of Section 49A of the DDO from the **1 April 2010 to 31 March 2011**. Please enter information at the relevant part of each section and ensure that it is submitted electronically (by completing this template) and in hardcopy, with a signed cover letter from the Chief Executive or, in his/her absence, the Deputy Chief Executive to the Commission by **31 August 2011**.

In completing this template it is essential to focus on the application of Section 75 and Section 49. This involves progressing the commitments in your equality scheme or disability action plan which should lead to outcomes and impacts in terms of measurable improvement for individuals from the equality categories. Such outcomes and impacts may include changes in public policy, in service provision and/or in any of the areas within your functional remit.

Name of public authority (Enter details below)

**BALLYMONEY BOROUGH COUNCIL**

Equality Officer (Enter name and contact details below)

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DDO (if different from above):

**Please indicate whether you would prefer to receive correspondence from the Commission by:**

Post

Electronically

## S75 Executive Summary

- What were the key policy/service developments made by the authority during this reporting period to better promote equality of opportunity and good relations and what outcomes were achieved?
  - A range of activities and events took place as part of Ballymoney Borough Councils Good Relations Programme.
  - The Council adopted, in March 2011, the Causeway Coast Good Relations Strategy and Action Plan for Ballymoney Borough Council area 2011-2014 (copy attached – see Appendix 1). This Strategy and Action Plan is the culmination of six months work involving the four cluster Council's (i.e. Ballymoney, Coleraine, Limavady & Moyle). All four Councils have been proactive in seeking to identify common ground where their work on good relations and community cohesion can attain greater impact and value for money. Regardless of the future of local government the four Council's are keen to work in a more collaborative and integrated way. The Councils in early 2010 produced a scoping study that identified common issues and needs, and identified a number of potential areas for greater collaboration. Phase Two of that work has involved the audit and consultation process to produce the over-arching Strategy for the Causeway Coast and Glens area and four separate action plans for each Council for the period 2011 – 2014.
  - Ballymoney Community Safety Partnership delivered a range of youth diversionary activities. These are designed to develop skills, increase confidence and encourage learning and enhanced decision making abilities in relation to the lifestyle choices they make and the impact these have on themselves, their families and their communities. The target group are predominantly aged between 13 – 19 years of age, believed to be the age where people are more vulnerable to peer influence and risk taking behaviours. Projects included:
    - “That Night” DVD project funded by Ballymoney Community Safety Partnership, facilitated by BEAM Creative Network in partnership with Cheers Youth Centre and the North Eastern Education & Library Board. A number of young people participated in a range of activities from script writing, story boarding and acting. The project was aimed at addressing anti-social behaviour.
    - Street Intervention project facilitated by Cheers Youth Centre providing training and diversionary activities for at risk young people throughout the year – aimed at addressing anti-social behaviour. 67 young people successfully participated in the initiative.
    - Incredible Edible, Cloughmills – horticultural project working with all residents, especially at risk young people in Cloughmills.
    - Multi-sports programme, for 11-14 year olds and midnight soccer for 15+. 60 young people participated in this project.

- Makin' Sense – educational drama based project with interactive workshops aimed at improving life choices and reducing alcohol fuelled anti-social behaviour in the Ballymoney Borough. 300 young people from key stage 2 & 3 participated in this project.
  - Road Safety Roadshow – aimed at addressing anti-social driving through an information and interactive roadshow. 150 young people participated in this project.
  - Rasharkin Street intervention – 30 young people participated.
  - PSNI Youth Outreach – project aimed at addressing anti-social behaviour and improving relations with the PSNI through youth intervention and diversionary project – 31 young people participated in this project.
- The Council continued its involvement in the “Women in Local Councils” initiative designed to encourage more women into higher management levels.
  - Joint working continued within cluster Councils – Ballymoney, Moyle, Coleraine and Limavady to foster good working relationships between Councils.
  - The Council ran a “Building Positive Relations Awards” evening. The event is funded by the Good Relations Programme within the Council and is a way of acknowledging the plethora of community activists from within the Borough who dedicate their time to help improve community relations within their area. It is hoped this annual event will act as a catalyst in promoting volunteering and help communities to build relations and volunteer together regardless of religion or ethnicity.
  - The Council participated in the “Disability in Local Councils” initiative and a Disability Champion was appointed at both officer and elected member level to lead the initiative within the Council.
  - Disability Rock School – the Council, as part of their Good Relations Small Grants Programme funded a Disability School of Rock. This involved a group of 10 young people – 8 of which had special needs. A group was formed from this initiative – The Causeway Giants – who performed an 8 song set in front of the Deputy Mayor, family and friends in Ballymoney Town Hall. It is hoped the group will continue and they plan to record their songs in a recording studio.
  - Council continues to support the work of the Ballymoney Resource Centre in terms of its work on disability and ethnic minorities.
  - Placement opportunities continue to be provided for those with learning disabilities through Triangle supported employment.
  - Student placements continue to be offered to the disabled through the Cedar Foundation.
  - With the assistance of the Land and Property Services, Warm Homes and Access to Benefits, the Council hosted a “Making a Difference” event. This event

brought together people who work with the elderly and vulnerable to tell them about help with rates, access to benefits, warm homes, fuel poverty and keeping safe at home and how service providers can be contacted. The Council itself is actively involved in assisting elderly and vulnerable citizens. It works in partnership with a range of statutory, community and voluntary organizations to tackle fuel poverty and to promote energy efficiency and safety in the home.

- Alive and Well Convention – run in conjunction with the Community Safety Partnership and HAP Ballymoney – hosted a variety of information stands on aging well issues and provided entertainment for 120 local senior citizens. The convention was part of a week long programme of events that celebrated the diversity of older people’s lives. It highlighted the positive contribution older people make to our society and challenged negative attitudes and practices of how older people are portrayed and represented in society. The event also facilitated the debut screening of Teresa Godfrey’s documentary “Staying Afloat” which challenges the stereotypical ways in which older people are portrayed in society and encourages them engage in a fuller more active life. This event was attended by over 120 older people.
- Ballymoney BC is committed to training and developing staff and elected members. This year we delivered equality and disability training to new recruits. Training is also planned on the new equality guidance issued by the Equality Commission for the Equality and Diversity Working Group and the Senior Management Team.
- Ballymoney BC have been working with other local councils on the new guidance issued by the Equality Commission. We are listed to submit our revised Equality Scheme and Action Plan by February 2012. We are committed to meeting these deadlines.
- The Council has continued to mainstream equality issues within the Council in partnership with others within the District.
- The Council continues to forge good working relationships with other Councils which will form the new cluster Council, namely, Coleraine, Limavady and Moyle Councils.
- The Council continues to implement the Disability Action Plan and the Good Relations Plan.

- What are the main initiatives planned in the coming year to ensure the authority improves outcomes in terms of equality of opportunity and good relations for individuals from the nine categories covered by Section 75?
  - Deliver a programme of initiatives to implement and complement the Council's Equality Scheme and comply with the new guidance on Council's statutory duties under Section 75 of the Northern Ireland Act 1998:
    - A member of staff will continue to work with other councils developing the regional information for the Audit of Inequalities;
    - The Council will be establishing in-house teams to audit and conduct local research both internally and externally for the Audit of Inequalities;
    - We will establish internal working teams to develop the audit of inequalities – these teams will also develop actions according to their areas of expertise. The Action Plan will be submitted to the Equality Commission in February 2012;
    - We will develop the revised Equality Scheme being mindful of the Model Scheme issued by the Equality Commission for Northern Ireland;
    - We will revise our consultation list and consult on the new Equality Scheme and the Action Plan;
    - New screening procedures will be implemented in the coming year;
    - The Corporate Management Team (CMT) will consider the best way forward to improving the current monitoring systems;
    - We will design and deliver training programmes to address the new equality guidance. The CMT will be trained on the new equality guidance and the new equality screening process;
  - Implement child protection arrangements in council facilities:
    - Update policy and procedures for the Protection of Children & Vulnerable Adults in accordance with new vetting arrangements
    - Delivery of training programme
  - Implement policy on Dignity at Work within Council:
    - Review and update policy on Harassment and Bullying in the Workplace – Policy and Procedures
    - Delivery of training programme
  - Implement a programme of work for 2011/12 developed for the Good Relations Section of the Council.
  - Developing and Implementing a new Corporate Plan (which was delayed due to the review of public administration). The Council will take this opportunity to align the Equality Action Plan with the Corporate Plan measures.
  - Continue to work with Triangle Supported Employment and the Cedar Foundation in providing work and student placements for disabled people.

- Review and implementation of a revised Disability Action Plan.
- Review and implementation of a revised Gender Action Plan.

- Please give examples of changes to policies or practices which have resulted in outcomes. If the change was a result of an EQIA please tick the appropriate box in column 3 and reference the title of the relevant EQIA in the space provided below:

|   | Outline change in policy or practice which have resulted in outcomes   | Tick if result of EQIA |
|---|--|------------------------|
| Persons of different religious belief   | <ul style="list-style-type: none"> <li>• Building Positive Relations Awards</li> <li>• Cross Community Schools Project</li> <li>• Youth Mural Project</li> <li>• Global Identity Project</li> <li>• Rasharkin Youth Project</li> </ul> |                        |
| Persons of different political opinion  | <ul style="list-style-type: none"> <li>•</li> </ul>  |                        |
| Persons of different racial groups      | <ul style="list-style-type: none"> <li>• Multicultural Festival</li> </ul>   |                        |
| Persons of different age                | <ul style="list-style-type: none"> <li>• Community Safety projects</li> <li>• Making a Difference event</li> <li>• Alive and Well Convention</li> <li>• Youth Mural Project</li> </ul>   |                        |
| Persons with different marital status   | <ul style="list-style-type: none"> <li>•</li> </ul>  |                        |
| Persons of different sexual orientation | <ul style="list-style-type: none"> <li>•</li> </ul>  |                        |
| Men and women generally                 | <ul style="list-style-type: none"> <li>•</li> </ul>  |                        |
| Persons with and without a disability   | <ul style="list-style-type: none"> <li>• Disability Rock School</li> <li>• Work Experience/Placement Opportunities – Cedar Foundation &amp; Triangle Supported Employment</li> </ul>   |                        |
| Persons with and without dependants     | <ul style="list-style-type: none"> <li>• Flexible Working Arrangements</li> </ul>  |                        |

➤ Title/s of EQIAs referenced:

**Section 1: Strategic Implementation of the Section 75 Duties**

- Please outline evidence of progress made in developing and meeting equality and good relations objectives, performance indicators and targets in corporate and annual operating plans during 2010-11
  
- The major equality and good relations work during the year has focused on fulfilling the new requirements as outlined in the Equality Commission guidance. In addition Ballymoney BC are currently developing a new three year corporate plan which was delayed due to the uncertainty surrounding the review of public administration.
  
- The Council continues to be involved in the Statutory Duty Network facilitated by the Local Government Staff Commission. The Group includes representatives from other Councils and the Northern Ireland Housing Executive and it meets on a regular basis. This forum allows for discussion on equality and good relations issues and for the exchange of information and good practice techniques. The Network also examines ways in which Councils can work together to facilitate the process for voluntary and community groups.

**Section 2: Screening**

- Please provide an update of new/proposed/revised policies screened during the year.

| Title of policy subject to screening | Was the <u>F</u> ull Screening Report or the <u>R</u> esult of initial screening issued for consultation?<br><i>Please enter <u>F</u> or <u>R</u></i> | Was initial screening decision changed following consultation?<br><u>Y</u> es/ <u>N</u> o | Is policy being subject to EQIA? <u>Y</u> es/ <u>N</u> o? If yes indicate year for assessment. |
|--------------------------------------|---|---|--|
| None                                 |   |   |  |
|                                      |   |   |  |

**Section 3: Equality Impact Assessment (EQIA)**

- Please provide an update of policies subject to EQIA during 2010-11, stage 7 EQIA monitoring activities and an indicative EQIA timetable for 2011-12

EQIA Timetable – April 2010 - March 2011

| Title of Policy EQIA | EQIA Stage at end March 2011 (Steps 1-6) | Outline adjustments to policy intended to benefit individuals, and the relevant Section 75 categories due to be affected. |
|----------------------|--|---|
| None                 |  |   |
|                      |  |   |

- Where the EQIA timetable for 2010-11 (as detailed in the previous annual S75 progress report to the Commission) has not been met, please provide details of the factors responsible for delay and details of the timetable for re-scheduling the EQIA/s in question.

Ongoing EQIA Monitoring Activities April 2010- March 2011

| Title of EQIA subject to Stage 7 monitoring | Indicate if differential impacts previously identified have reduced or increased | Indicate if adverse impacts previously identified have reduced or increased |
|---|--|---|
|   |  |   |

- Please outline any proposals, arising from the authority’s monitoring for adverse impacts, for revision of the policy to achieve better outcomes the relevant equality groups:

2011-12 EQIA Time-table

| Title of EQIAs due to be commenced during April 2011 – March 2012 | Existing or New policy? | Please indicate expected timescale of Decision Making stage i.e. Stage 6 |
|---|-------------------------|--|
| None  |                         |  |
|   |                         |  |

**Section 4: Training**

- Please outline training provision during the year associated with the Section 75 Duties/Equality Scheme requirements including types of training provision and conclusions from any training evaluations.
  - Induction training: all new staff receive Equality and disability training under Section 75
  - The Council has a procedure in place for the identification of training needs, the provision of appropriate training and evaluation of the benefits of all training

undertaken. The evaluation process indicates that training associated with Section 75 is being effective in ensuring a high level of awareness of equality issues.

## **Section 5: Communication**

- Please outline how the authority communicated progress on delivery of the Section 75 Duties during the year and evidence of the impact/success of such activities.
  - The Council's Equality Scheme has been available to the general public since its approval by the Equality Commission. Copies of the Scheme can also be made available to interested groups of individuals in a variety of formats on request. No requests for copies in alternative formats were received during the reporting period.
  - The implementation of Equality and Diversity within the Council is directed by an interdepartmental working group made up of Heads of Service which meets on a monthly basis – equality and good relations are a standing item on the agenda.
  - The Head of Human Resources reviews equality matters with the Corporate Management Team on a bi-monthly basis.
  - The Council has in place a Local Joint Consultative Committee with facilitates communication between employees and the Council regarding the implementation of Equality and Good Relations. The following trade unions are presented – NIPSA, GMB and UNITE. The LJCC meets on a bi-monthly basis or more regularly if business requires it.
  - Team Briefs: a team brief is delivered to all staff on a monthly basis. This includes issues which arise at CMT level in the previous month and actions taken. This provides an avenue for staff to comment or raise questions on matters arising.
  - Council Newsletter (Ballymoney Bulletin, published twice a year) – this medium is used to inform all ratepayers of current issues including those relating to equality and/or good relations. The newsletter is made available in different formats on request. The newsletter is delivered to each household within the Ballymoney Borough area. The public are encouraged through this publication to contact the Council with their opinions on the services provided in order that services can continue to be improved and meet the needs of citizens. Comments can also be made on the website.
  - Town Centre Management Group: This group is funded by the Council and EU Building Sustainable Prosperity Programme and produces a twice-yearly

publication (called Townscene) to the business community which covers community/good relations issues as they affect the business community.

- Press Releases: Issues of an equality and good relations nature are covered by press releases in accordance with the Council's procedures. The Council attempts to be proactive in identifying issues and bring them to the attention of the press.
- The Council's statutory duty is maintained in relation to communicating with our consultees on our Consultation List.
- During induction for employees and elected members both groups receive information in relation to equality and good relations within the Council.
- The Annual Progress Report is also central to the communication process in relation to the delivery of our statutory duties. The Progress Report is completed by the Head of Human Resources.
- The Head of Human Resources and Good Relations Officer attend lectures, seminars and conferences throughout the year.
- The Council has invested resources in improving the Council's website to ensure accessibility.

## **Section 6: Data Collection & Analysis**

- Please outline any systems that were established during the year to supplement available statistical and qualitative research or any research undertaken/commissioned to obtain information on the needs and experiences of individuals from the nine categories covered by Section 75, including the needs and experiences of people with multiple identities.
  - Considerable statistical information is held centrally within the Council in relation to the Ballymoney Borough, this is updated annually and used in the development of the corporate planning process.
  - The Council collates data, both quantitative and qualitative from a number of sources eg. NISRA, NICEM, NI Census, Equality Commission for NI, Electoral Returns, statistics from the Multi-cultural Resource Centre, DETI NI Labour Force Survey Statistics, Disability statistics completed by the Employers Forum on Disability, Research reports, etc.

- Each Council department conducts appropriate surveys and focus groups related to their own requirements.
  - During the current year we have been developing the Audit of Inequalities both regionally, and locally, internally and externally, in preparation for the submission of the revised Equality Scheme and development of the Equality Action Plan. Any gaps in information will be addressed by the Action Plan.
- .
- Please outline any use of the Commission's Section 75 Monitoring Guide.
    - The Commission's guidance has been used as the basis of advice to officers.

### **Section 7: Information Provision, Access to Information and Services**

- Please provide details of any initiatives/steps taken during the year, including take up, to improve access to services including provision of information in accessible formats.
  - The Council is committed to providing information in alternative formats as outlined within the Equality Scheme. Information is available on request in alternative formats such as large print, Braille, disc and audio cassette and in minority languages to meet the needs of those not fluent in English.

### **Section 8: Complaints**

- Please identify the number of Section 75 related complaints:
  - received and resolved by the authority (including how this was achieved);
  - which were not resolved to the satisfaction of the complainant;
  - which were referred to the Equality Commission.
  - No complaints received during the reporting period.

### **Section 9: Consultation and Engagement**

- Please provide details of the measures taken to enhance the level of engagement with individuals and representative groups during the year.
- Please outline any use of the Commission's guidance on consulting with and involving children and young people.

- The Council uses Ballymoney Bulletin as a mechanism to inform the local population of events, new procedures and general information concerning Ballymoney Borough Council
- There were no formal consultations on screening or EQIA reports during the year.

## **Section 10: The Good Relations Duty**

- Please provide details of additional steps taken to implement or progress the good relations duty during the year. Please indicate any findings or expected outcomes from this work

### **➤ Causeway Coast and Glens Good Relations Audit and Strategy**

In collaboration with the other three Councils in the Causeway Cluster (i.e. Coleraine, Limavady & Moyle) consultants were appointed to undertake an audit of the four Council areas and assist with the development of a new 3-year strategy for Good Relations. The Causeway Coast and Glens Good Relations Audit & Strategy (copy attached – Appendix 1) is the culmination of six months' work with the four Councils who have been proactive in seeking to identify common ground where their work on good relations and community cohesion can attain greater impact and value for money. Regardless of the future of local government, the four Councils are keen to work in a more collaborative and integrated way. The Council's in early 2010 produced a scoping study that identified common issues and needs and identified a number of potential areas for greater collaboration. Phase Two of that work has involved an audit and consultation process to produce an over-arching strategy for the Causeway Coast and Glens area and four separate detailed action plans for each Council area for the period 2011-2014. The Action Plan for Ballymoney Borough Council is attached as Appendix 2.

A number of projects/programmes were delivered during the report period as follows:

#### **➤ All Set Cross Community Schools Project**

This was a project with 4 schools in the area - 2 from a Protestant and 2 from a Roman Catholic background. Looking at the two main cultures within Northern Ireland.

#### **➤ Youth Mural Project**

A youth project took place with a mixture of youth from throughout the borough from different religious backgrounds with ages ranging from 16 to 23. This project

involved workshops and a trip to the murals in Belfast. Part of the workshops involved looking at individual political beliefs.

➤ **Global Identity Project**

This project was with 2 schools from different parts of the borough. This project was on Global Identity including their own. This group were from both backgrounds.

➤ **Networking Visit 1**

For this project a group of 30 people were taken to visit the Battle of the Boyne site. Within this group of 30 there were local people from both denominations as well as a number of councillors.

➤ **Networking Visit 2**

A networking trip to the Peace and Reconciliation centre in Derry as well as the Bogside museum and the Apprentice Boy's museum. This group consisted of people of all ages from throughout the Borough. 16 to 70 years old.

➤ **Rasharkin Youth Project**

This project involved the youth of Rasharkin village. They looked at everything from Anti Social behaviour to recreational rioting, sectarianism and individuality.

➤ **Multi Cultural Festival**

A multi cultural event took place where there was representation of all the different ethnic groups from throughout the borough to showcase their culture during this event.

➤ **Corrymeela Project**

This project was to work with Ballymaconnelly orange hall in order to educate and dispel any myths that might exist regarding their organisation. This involved workshops as well as an exhibition of some of the flags, emblems, insignia and history of the group.

➤ **Rasharkin Good Relations Forum**

A Mediation project with people living in the Rasharkin area. Tackling issues such as Anti Social behaviour, Marching, Flags, Community Relations, Policing and a number of other factors, ie media etc.

➤ **Midnight Soccer Youth Project**

The midnight soccer tournament allowed young adults and children to mix and meet different people from throughout the borough over a 3 month period.

➤ **WAVE Project**

This project was in conjunction with WAVE Trauma Centre. The project was called 'Memorials and Commemoration'.

➤ **History Project**

A history project was organised with Ballymoney Museum about the history of the bicycle. Bringing two schools from different parts of the borough together. This was a 4 week project with workshops looking at the benefits and the history of the bike. This all contributed to a final project, a sculpture made from bicycle parts that was to be placed in the museum during a history of the bicycle exhibition.

➤ **Disability Rock School**

Part of our Good Relations small grants scheme was to fund the Disability School of Rock. This project went on to win the project of the year in the local GR Awards.

There were also a number of projects that community groups throughout the borough organised themselves which the Council supported through funding from it's Good Relations Grant Aid programme, as follows:

| GROUP  | EVENT   |
|--|---|
| Ballymaconnelly Renewal Group                                  | Trip to Corrymeela                                    |
| Dunloy Comhaltas Group   | County Antrim Fleadh                                  |
| Ballymoney Evergreen Club                                      | End of year cultural event                            |
| Dunloy Development Association                                 | Cultural Heritage trip to Omagh                       |
| Ballymoney Community Resource Centre                           | BCRC Cross Community Computing                        |
| Glebeside Community Association                                | Glebeside Community Policing Project                  |
| Stranocum & District Community Association                     | Stranocum Festival Week                               |
| Stranocum Ulster Scots Cultural & Heritage Society             | 12 <sup>th</sup> July Diversionsary Activities        |
| Dunaghy Flute Band   | An evening of Reflection & Workshop debate on parades |
| Carnany Community Association                                  | Community Fun Day 2010                                |
| Bendooragh Apprentice Boys Cultural Society                    | Apprentice Boys of Derry Cultural Event               |
| Bendooragh Apprentice Boys Cultural Society                    | Cultural Visit to Apprentice Boys Derry               |
| FabFem   | A day of Reconciliation and Understanding             |
| Aaron Henderson; Connor Martin; Lisa McConville; Rosie McNamee | Dance United NI project in Germany                    |
| GROUP  | EVENT   |
| Chloe Hughes   | NEELB Youth Service Maine Cross Community Project     |
| Japanese Cultural Centre                                       | Diverse Cultural Awareness Project                    |
| Ballymoney & District Community Playgroup                      | Media Initiative for children respecting differences  |
| Dillon Jackson   | Trip to Maine   |
| Castle Kids  | Derrykeighan History Project                          |
| Derrykeighan & District Community Association                  | Derrykeighan Summer Fete                              |
| Rasharkin Women's Group  | Movement of People through the ages                   |
| Riada Concert Group  | Cultural Fusion                                       |

|   |  |
|---|--|
| Balnamore Community Association               | Cross Community trip to Boyne Heritage Centre      |
| Fuse FM                                       | Fuse FM, Ulster Scots Community Radio Station      |
| Roseyards Presbyterian Church                 | World War 1 and 2 Exhibition                       |
| Glebeside Community Association               | Xmas Celebrations with a difference                |
| Dunloy Development Association                | A Christmas Ceilidh                                |
| Ballymaconnelly Sons of Conquerors Flute Band | Ulster Scots Cultural Night                        |
| Cloughmills Community Action Team             | Christmas cross community Festival                 |
| Cloughmills Community Association             | Cross Community Christmas Cultural Event           |
| Kingdom of Dalriada Ulster Scots              | Robert Burns Cultural Nigh Celebration and Supper  |
| Castle Community Association                  | Reminiscence Celebration Evening                   |
| Cloughmills Boys & Girls Football Club        | Cultural Music Night                               |
| Glebe Rangers Football Club                   | An evening of Ulster Scots Music and Entertainment |
| Kingdom of Dalriada Ulster Scots              | Ulster Scots Cultural Event                        |
| Kingdom of Dalriada Ulster Scots              | Cultural Talks from a multicultural perspective    |
| Eden Accordion Band                           | Community Development Project                      |
| Cloughmills District Fife Drum Club           | Historical trip                                    |
| Glebeside Community Association               | Various celebrations                               |
| Garryduff Flute Band                          | St Patrick's Day Celebrations                      |
| Stranocum & District Development Group        | Stranocum Youth Football Club Trip to Ayr          |
| Topp Star of the North Pipe Band              | Ulster Scots Cultural Evening                      |

See Good Relations Annual Report (attached - see Appendix 1) for further details.

- Please outline any use of the Commission's Good Relations Guide.
  - The Council's Good Relations Programme follows, to a large extent, the principles contained in the Commission's Good Relations Guide.

### **Section 11: New/Revised Equality Schemes**

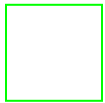
- If the Commission has notified you of its intention to request a new/revised scheme or formally requested a new/revised scheme and associated action plan, please outline below what progress has been made in this reporting period.

Partnership working with Councils: the Head of Human Resources has been working in partnership with representatives from other local Councils in order to take a co-ordinated approach to the audit of inequalities. Working groups were set up to develop a template to conduct the audit of inequalities from which the action plan and action measures will be identified



Annual Report 1 April 2010 / 31 March 2011  
'Disability Duties' Questions

**1. How many action measures for this reporting period have been?**



Fully  
Achieved

13



Partially  
Achieved

7



Not  
Achieved

2

**2. Please outline the following detail 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>1</sup>                | Outcomes / Impact <sup>2</sup>  |
|-----------------------|--|-------------------------------------|---|
| National <sup>3</sup> |  |                                     |   |
| Regional <sup>4</sup> |  |                                     |   |
| Local <sup>5</sup>    | Ensure that all reasonable adjustments are made for disabled employees when required | Monitoring system regularly updated | More accessible working environment. Raised awareness of managers understanding of issues which may impact on employees |

<sup>1</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.

<sup>2</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>3</sup> **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

<sup>4</sup> **Regional**: Situations where people can influence policy decision making at a middle impact level

<sup>5</sup> **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.

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

|   | Training Action Measures  | Outputs   | Outcome / Impact   |
|---|---|---|--|
| 1 | Rolling programme of disability equality training for new and existing staff                      | Awareness training conducted for all existing and new employees   | All new and existing staff have been trained in disability awareness leading to improved understanding, attitudes and customer care. |
| 2 | Provide specialist training for senior managers, recruitment and selection panels and HR officers | Refresher training provided for all staff involved in recruitment and selection panels. This included a section on disability issues. | Increase awareness of disability issues – evidenced by training evaluation responses   |

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 use made of alternative formats for the provision of publications produced by the Council  | System in place to identify and monitor requests for the provision of publications in alternative formats. No requests received during the reporting period | Availability of alternative formats highlighted whenever possible by Council to help develop increased awareness of this facility |
| 2 | Work with local schools, colleges and training providers to enable disabled young people to access work experience opportunities with the Council | 1 young physically disabled student provided with 3 year work placement to complete NVQ qualifications (Cedar Foundation)                                   | Increase in number of work experience opportunities for disabled people   |
| 3 | Introduce sporting activities for disabled people   | 5 week after schools programme for children with learning disabilities; 4 week programme for adults with learning disabilities                              | Inclusion of people with disabilities.  |

|    | Communications Action Measures   | Outputs  | Outcome / Impact  |
|----|--|--|---|
| 4  | Review Council's website to ensure accessibility   | Regular reviews of website for accessibility   | Improved accessibility of website   |
| 5. | Continue to work closely with the Disability Advisory Service to create opportunities for work experience/work placements/sampling/shadowing for disabled people   | On-going contact with Cedar Foundation, Triangle Supported Employment and Disability Advisory Service re. opportunities for placements, etc. | Increased employment opportunities for disabled people  |
| 6. | Implement a system for monitoring and processing requests for reasonable adjustments and implementation and effectiveness of reasonable adjustments which are made | Procedure developed, in place and regularly reviewed   | Ability to assess the impact of reasonable adjustments made. Provision of data to measure progress towards fulfilling the disability duties. More accessible working environment. Managers aware of issues which may impact on employees attendance and ability to carry out duties |
| 7. | Review and report on progress on the Disability Action Plan annually   | Progress on Disability Action Plan reviewed quarterly. Annual report submitted to Equality Commission.                                       | Reviewing and updating of Disability Action Plan and communicating performance and achievements with regard to the plan.  |

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

|   | Encourage others Action Measures  | Outputs   | Outcome / Impact                            |
|---|---|---|---|
| 1 | Work with other organisations to promote positive attitudes towards disabled people | Cedar Foundation; Triangle Supported Employment; Disability Advisory Service; Ballymoney Disability Forum | Increased opportunities for disabled people |

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 | Mainstreaming – inclusion of two additional questions on S75 screening pro-forma to assess the impact of policies on the disability duties | All new or revised policies screened for impact on the disability duties | Better awareness and promotion of equality of opportunity for disabled people |
| 2 | Appointment of Disability Champions  | Disability Champions appointed at both elected member and officer levels | Promotion of positive attitudes towards disabled people.                      |
| 3 | Engage with Disability Forums in Ballymoney Borough  | Clear lines of communication and feedback on disability issues           | Increased awareness of disability issues as they affect the Borough           |

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

|   | Action Measures partly achieved   | Milestones <sup>6</sup> / Outputs  | Outcomes/Impacts   | Reasons not fully achieved   |
|---|---|--|--|--|
| 1 | Review Council's external and internal communication policies, practices and procedures | Agreed that the issue of promotion of positive attitudes towards disabled people would inform the development of the Council's Communications Strategy commencing in the next reporting period | To ensure the Communications Strategy encourages the promotion of positive attitudes towards people with a disability within the Council's communications activities | Further review of communications strategy to be undertaken by Council in next reporting period |

<sup>6</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.

|   | Action Measures partly achieved   | Milestones <sup>7</sup> / Outputs  | Outcomes/Impacts  | Reasons not fully achieved |
|---|---|--|---|----------------------------|
| 2 | Encourage disabled people to apply for/participate in public life positions. Remove barriers to their selection to public life positions. Provide appropriate support to disabled people in public life positions | Efforts were made to remove perceived barriers when arranging meetings. This involved consideration of access to venues, provision of translation services if required, etc. Information was also made available to members on support that could be made available to them. | Higher participation of disabled people in public life  | On-going process           |
| 3 | Promote flexible working hours, job sharing, job sampling, job shadowing  | Flexible working hours; job sharing; flexi-system in place. Research undertaken into work-life balance issues within Council which will inform work-life balance policy  | Increase in number of applications from disabled people; retention of disabled people in employment | Work on-going              |
| 4 | Continue to review existing policies, practices and procedures in relation to their impact on disabled people   | To identify and monitor changes needed to existing policies, practices and procedures in order to address the disability duties fully  | Improved equality of opportunity for disabled people  | Work on-going              |
| 5 | Provide measures to improve the confidence level of disabled people   | The potential for accessing funding for this purpose is being explored along with the development of various initiatives to encourage people with a disability to participate in Council activities and events   | Increased awareness of disability issues and higher participation of disabled people in public life | On-going process           |

<sup>7</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.

|    | Action Measures partly achieved  | Milestones <sup>8</sup> / Outputs  | Outcomes/Impacts                           | Reasons not fully achieved |
|----|--|--|--|----------------------------|
| 6  | Review Training and Development Strategy to ensure that all courses and training are fully accessible to disabled employees                  | Encourage disabled employees to take advantage of training and development opportunities | High up-take of courses by disabled people | On-going process           |
| 7. | Continue to regularly audit Council buildings to ensure physical improvements are budgeted for and carried out to ensure compliance with DDA | Rolling programme of work reviewed on a regular basis                                    | Improved access to Council services        | On-going                   |

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

|   | Action Measures not met  | Reasons                                      |
|---|--|--|
| 1 | Work with business networks to raise awareness of disability equality and promote employment opportunities for disabled people | Lack of staff resources                      |
| 2 | Confidential employee and elected member monitoring survey not completed   | Staff resources – survey planned for 2010-11 |

<sup>8</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.

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

- Section 75 screening process of new/revised Council policies incorporates questions relating to the Disability Duties which provides monitoring information in the impact of Council policies in this area.

(b) Quantitative

- Monitoring of number of staff participating in disability awareness training and other disability specific training
- Monitoring numbers of participants in initiatives designed to increase the confidence of people with a disability
- Monitoring the number of staff members requesting reasonable adjustments to their working environment
- Monitoring the number of disabled applicants
- Monitoring the number of requests made for the provision of information in alternative formats

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

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes.

Please delete: No

If yes please outline below:

|   | Revised/Additional Action Measures | Performance Indicator | Timescale |
|---|------------------------------------|-----------------------|-----------|
| 1 |                                    |                       |           |
| 2 |                                    |                       |           |
| 3 |                                    |                       |           |
| 4 |                                    |                       |           |
| 5 |                                    |                       |           |

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

- A detailed review and development of a revised/amended Disability Action Plan is being undertaken in 2011/12.