**EQUALITY COMMISSION FOR NORTHERN IRELAND**

**Public Authority 2012 – 2013** **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 2012 to 31 March 2013 (****Part A)*.**

This template also includes a number of questions regarding implementation of **Section 49A of the DDO** from the *1 April 2012 to 31 March 2013 (****Part B****).*

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 2013**.

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)

|  |
| --- |
|  |

**Equality Officer** (Enter name and contact details below)

|  |
| --- |
| S75:DDO (if different from above): |

Part A: Section 75 Annual Progress Report 2012 - 2013

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?

**(Enter text below)**

* 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?

**(Enter text below)**

**New / Revised Equality Schemes**

* Please indicate whether this reporting period applies to a new or revised scheme and (if appropriate) when the scheme was approved?

**(Enter text below)**

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 2012-13.

(Enter text below)

**Section 2: Examples of Section 75 Outcomes / Impacts**

Given the renewed focus of Section 75 aiming to achieve more tangible impacts and outcomes and addressing key inequalities; please report in this section how the authority’s work has impacted on individuals across the Section 75 categories. Consider narrative in the following structure:

* + *Describe* the action measure /section 75 process undertaken.
	+ *Who* was affected across the Section 75 categories?
	+ *What impact* it achieved?
* Please give examples of changes to policies or practices using ***screening or EQIA***, which have resulted in **outcomes or impacts for individuals**. If the change was a result of an EQIA please indicate this and also reference the title of the relevant EQIA.

(Enter text below)

* Please give examples of ***outcomes or impacts on individuals*** as a result of any ***action measures*** undertaken as part of your Section 75 action plan:

(Enter text below)

* Please give examples of ***outcomes******or impacts*** **on individuals** as a result of any **other Section 75 processes** e.g. consultation or monitoring:

(Enter text below)

**Section 3: Screening**

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

For those authorities that have started issuing of screening reports in year; this section may be completed in part by appending, to this annual report, a copy of all screening reports issued within the reporting period.

Where screening reports have not been issued, for part or all of the reporting period, please complete the table below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Title of policy subject to screening**  | **What was the *screening decision*? E.g. screened in, screened out, mitigation, EQIA…** | **Were any *concerns raised about screening by consultees;* including the Commission?** | **Is policy being subject to *EQIA*? Yes/No If yes indicate timeline for assessment.**  |
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**Section 4: Equality Impact Assessment (EQIA)**

Please provide an update of policies subject to EQIA during 2012-13, stage 7 EQIA monitoring activities and an indicative EQIA timetable for 2013-14.

# EQIA Timetable: April 2012 - March 2013

|  |  |  |
| --- | --- | --- |
| **Title of Policy EQIA**  | **EQIA Stage at end March 2013 (Steps** **1-6)** | **Outline adjustments to policy intended to benefit individuals and the relevant Section 75 categories due to be affected.** |
|  |  |  |
|  |  |  |
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|  |  |  |
|  |  |  |

Where the EQIA timetable for 2012-13 (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.

(Enter text below)

* Ongoing EQIA Monitoring Activities: April 2012- March 2013

|  |  |  |
| --- | --- | --- |
| **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:

**(Enter text below)**

2013-14 EQIA Timetable

|  |  |  |
| --- | --- | --- |
| **Title of EQIAs****due to be commenced during** **April 2013 – March 2014** | **Revised or New policy?** | **Please indicate expected timescale of Decision Making stage i.e. Stage 6**  |
|  |  |  |
|  |  |  |
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**Section 5: 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.

(Enter text below)

**Section 6: 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.

(Enter text below)

Section 7: 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.

**(Enter text below)**

* Please outline any use of the Commission’s Section 75 Monitoring Guide.

**(Enter text below)**

Section 8: 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.

 (Enter text below)

Section 9: 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.

(Enter text below)

**Section 10: 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.

**(Enter text below)**

**Section 11: 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.

(Enter text below)

* Please outline any use of the Commission’s Good Relations Guide.

**(Enter text below)**

**Section 12: Additional Comments**

* Please provide any additional information/comments.

(Enter text below)

**Part B: ‘Disability Duties’**

**Annual Report 1 April 2012 / 31 March 2013**

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

 Fully Partially Not

 Achieved? Achieved? Achieved?

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[[1]](#footnote-1) | Outcomes / Impact[[2]](#footnote-2)  |
| National[[3]](#footnote-3) |  |  |  |
| Regional[[4]](#footnote-4) |  |  |  |
| Local[[5]](#footnote-5) |  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | Training Action Measures | Outputs | Outcome / Impact  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

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 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | Encourage others Action Measures | Outputs | Outcome / Impact  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

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 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Action Measures partly achieved | Milestones[[6]](#footnote-6) / Outputs  | Outcomes/Impacts | Reasons not fully achieved |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

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

|  |  |  |
| --- | --- | --- |
|  | Action Measures not met | Reasons |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |

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

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(b) Quantitative

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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: Yes / 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 organisation’s annual review of the plan? If so, please outline proposed changes?

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1. **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. [↑](#footnote-ref-1)
2. **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. [↑](#footnote-ref-2)
3. **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments [↑](#footnote-ref-3)
4. **Regional**: Situations where people can influence policy decision making at a middle impact level [↑](#footnote-ref-4)
5. **Local :** Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora. [↑](#footnote-ref-5)
6. **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved. [↑](#footnote-ref-6)