

EQUALITY COMMISSION FOR NORTHERN IRELAND

Public Authority 2009 – 2010 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 2009 to 31 March 2010**. This template also includes a number of questions regarding implementation of Section 49A of the DDO from the **1 April 2009 to 31 March 2010**. 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 2010**.

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)

Department of the Environment

Equality Officer (Enter name and contact details below)

Director of Finance and Business Planning Division

Room 6.05

Clarence Court

10-18 Adelaide Street

Belfast BT2 8GB

Tel: 02890 540820 Fax: 02890 541169

Textphone: 02890 540642

Mail to: equality@doeni.gov.uk

DDO (if different from above):

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?

The Department's aim is to contribute to a better and safer environment which will support a vibrant and dynamic economy, and to support the delivery of a system of strong and effective local government.

In support of this aim the Department has a number of key **strategic objectives**:

- To contribute to and support communities, safer road users and a healthier environment;
- To plan and manage development in a sustainable way which is responsive to the needs of the community which supports the economy;
- To conserve, enhance, protect and promote the natural environment and built heritage;
- To support the delivery of a system of strong and effective Local Government; and
- To manage DOE resources effectively and efficiently within the constraints of the current financial position, and to ensure the security of information assets.

The Department's Business Plan 2009/10 commits the Department to ensuring that it will monitor progress in complying with obligations in respect of Equality of Opportunity (including good relations), providing guidance and reporting progress.

The Department continued to play an active role in various Inter-Departmental forums such as the Voluntary and Community Sector Joint Forum, Racial Equality Forum and Sign Language Partnership Group.

The Department's Equality Unit is assisted by an Equality Working Group made up of officials representing all divisions and agencies across the Department, who help drive forward the practical implementation of the commitments set out in the Department's Equality Scheme. The group fulfilled its commitment to meet twice during 2009/10, including once with representatives from the Section 75 groups who make up the Department's Equality Forum. This year the Equality Forum was held in Cookstown in order to facilitate those rural groups interested in attending.

The Department continued to place all of its equality screening forms on the Departmental website. The site was updated regularly and individual letters issued to S75 representative groups at six monthly intervals setting out details of the policies screened out for equality impact assessment.

In order to continue to help Section 75 groups plan their resources to deal with consultation exercises, the Department also continued to issue a letter at six monthly intervals setting out details of all consultation exercises coming up.

In line with the Department's commitment to ensuring that Section 75 principles are mainstreamed into the programme for reform of the planning system in Northern Ireland, the Department published a 'draft Equality Impact Assessment at a Strategic Level' at the same time as last year's planning reform consultation paper in order to seek views on the draft assessment of the equality impacts of the planning reform proposals. Following consultation, Executive agreement was obtained to the final policy proposals to be taken forward and a 'final EQIA at a Strategic Level' was published in late March 2010 at the same time as the Government response to the consultation exercise. The final EQIA commits the Department to developing an EQIA monitoring strategy over the coming months which can then be implemented from 2011 onwards.

- 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?

Under Section 49B of the DDA Act 1995, the Department, in June 2007, submitted a Disability Action Plan (DAP) to the Equality Commission showing how it proposed to fulfill the two new disability duties in relation to its functions. The DAP was revised in July 2008 following advice from the Equality Commission and the Department is currently working on a new Plan which will be finalised during the coming year.

In 2009/10, DOE HR trained 747 staff in Equal Opportunities and "Diversity Now" training. By 31 March 2011 it is envisaged that all staff will have either attended the "Diversity Now" training course or will have completed the training on line.

The Department has submitted a number of actions for inclusion in the Gender Action Plans as part of OFMdfM's Gender Equality Strategy 2008-11.

The Department has nominated a dedicated Champion for Children, a single point of contact for children and young people's issues and a driver for the key priorities as identified by the Ministerial Sub-Committee for Children and Young People. The Department's Road Safety Division and NI Environment Agency have contributed a number of actions to the Action Plan in the 10 year Strategy for Children & Young People.

The Department will continue to play an active role in various Inter-Departmental forums such as the Voluntary and Community Sector Joint Forum, Racial Equality Forum and Sign Language Partnership Group.

The Department's Equality Working Group, made up of officials representing all divisions and agencies, helps drive forward the practical implementation of the commitments set out in the Department's Equality Scheme. The group will continue to meet twice a year, including once with representatives from Section 75 groups (the Equality Forum) to discuss issues around Section 75 and progress with the Department's EQIA timetable.

The Department will continue to be represented on the Inter-Departmental Equality Practitioners Group, chaired by OFMdfM and made up of equality officers from all NICS departments who meet on a quarterly basis to discuss Section 75 issues, share good practice, make recommendations to the Equality & Social Needs Steering Group and encourage links with the voluntary and community sector.

Following publication of the Equality Commission's new guidance on 'Implementing Section 75 of the NI Act 1998' and on how to carry out an Audit of Key Responsibilities, the Department's Equality Unit will provide guidance and hold a series of seminars to ensure that all staff are made fully aware of changes to the guidance and to the responsibilities of policy makers.

The Department will continue to ensure effective operation of its Section 75 Complaints Procedure and ensure that relevant guidance is available on its Internet site.

The Department will continue to carry out an annual review of its *Guide to Making Information Accessible* in consultation with its Equality Forum. This guide, which is circulated to all staff and made available on the Department's Intranet site, ensures that information provided to the public is available in a range of formats which meet the needs of all those who wish to access our services.

The Department will also continue to review its consultation process to ensure that it is effective in obtaining the views of the Section 75 groups represented on its Equality Forum.

- 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	•	
Persons of different political opinion	•	
Persons of different racial groups	•	
Persons of different age	•	
Persons with different marital status	•	
Persons of different sexual orientation	•	
Men and women generally	•	
Persons with and without a disability	•	
Persons with and without dependants	•	

- 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 2008-09

In keeping with the commitments given in the Programme for Government 2008-11 to address all forms of inequality, and ensure fairness, inclusion and equality of opportunity, the Department has been working towards meeting its key targets on; reducing road casualties; taking forward the modernisation and reform of the local government sector; providing appropriate policy, procedures and legislation and improving the quality of our natural and built environment and heritage; and reducing our carbon footprint.

The theme of Equality of Opportunity and Good Relations continues to underpin all the Department's policies and operational programmes. In respect of the reporting period 2009/10, the Department was committed to ensuring that equality of opportunity and good relations were important elements of its policy development, legislative activities and operational programmes. The Department, through its Equality Working Group, ensured that officials engaged in policymaking were kept informed of the requirements of the statutory duties through the dissemination of best practice, up-dates on any changes and on-going training.

The Department continued to emphasise the requirement to mainstream equality and good relations into policy development in an effort to eliminate or minimise any unintentional adverse consequences at early stages. An indication of the good progress made is that no Section 75 complaints were received by the Department during 2009/10.

The Department's Business Plan 2009/10 committed the Department to ensuring that it will monitor progress in complying with obligations in respect of Equality of Opportunity (including good relations), providing guidance and reporting progress. This was achieved in a number of ways:-

- The Director of Corporate Services continued to have overall responsibility for the Equality Unit, in which a Deputy Principal and

Staff Officer work full time on Equality issues reporting to a Principal Equality Officer who has additional responsibilities for the Department's Central Management Branch and Minister's Private Office;

- The Equality Unit continued to be assisted by an Equality Working Group made up of officials representing all divisions and agencies across the Department, who helped drive forward and monitor the practical implementation of the commitments set out in the Department's Equality Scheme. The group fulfilled its commitment to meet twice during 2009/10, including once with representatives from the Section 75 groups who make up the Department's Equality Forum;
- The Equality Unit continued to commission a quarterly progress report from business areas on S75 commitments contained in the Equality Scheme and EQIA programme and to provide a report on a bi-annual basis for the Permanent Secretary, Departmental Board and Senior Management Team;
- Staff continued to be kept aware of developments through the Department's in house magazine, monthly team briefing and Agency business planning events; and
- The Department continued to share statistician support with the Department for Regional Development, who contributed to the work of the Equality Unit by way of advice and guidance to the various business areas in respect of data collection and analysis.

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? <i>Please enter <u>F</u> or <u>R</u></i>	Was initial screening decision changed following consultation? <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.
Driver and Vehicle			

Agency (DVA)			
Introduction of two tier Approved Driving Instructor (ADI) appeals process allowing access to the Magistrate's Court following a failed appeal to the Department.	F	N	N
Amendments to the UK-wide Vehicle Drivers (Certificate of Professional Competence) Regulations 2007 in order to improve the administrative arrangements for Driver CPC scheme.	F	N	N
Introduction of Real Weight Requirement for goods vehicles and vehicles with trailers, used for practical driving tests.	F	N	N
Local Government Policy Division (LGPD)			
Local Government Bill – Transition Committees.	F	N	N
Consultation on Proposed Severance arrangements for Councillors.	F	N	N
Establishment of Partnership Panel between Central Government and	F	N	N

District Councils.			
Governance arrangements for district councils – post the reorganisation of local government in 2011.	F	N	N
Proposal to introduce provisions for a district council led community planning process.	F	N	N
The proposed introduction of a Power for district councils to advance the Well-Being of the local community or local area.	F	N	N
Ethical Standards framework for local government.	F	N	N
Finance and estate provisions for the re-organisation of local government in 2011.	F	N	N
Service Delivery and Performance Improvement framework for district councils – post the reorganisation of local government in 2011.	F	N	N
Staff Transfer Provisions for the Re-Organization of Local Government.	F	N	N
The Local	F	N	N

Government (Contracts) Regulations (NI) 2009.			
Introduction of the Scottish 85 Year rule.	F	N	N
The Local Government (General Grant) (Amendment) Regulations (Northern Ireland) 2010.	F	N	N
Draft Local Government Pension Scheme (Amendment) Regulations (NI) 2009.	F	N	N
Local Government (Indemnities for Members and Officers) Order (NI).	F	N	N
Northern Ireland Environment Agency (NIEA)			
Strangford and Lecale Area of Outstanding Natural Beauty 2010.	F	N	N
Northern Ireland Environment Agency Charging Policy 2010 – 2013.	F	N	N
Planning & Natural Resources Division (P&NRD)/ Climate and Waste Division (C&WD)			
Consultation on Proposals for a	F	N	N

Waste Bill.			
Consultation on the European Commission's proposed recast of the Waste Electrical and Electronic Equipment (WEEE) Directive and the Restriction of the use of certain Hazardous Substances in electrical and electronic equipment (RoHS) Directives.	F	N	N
Pollution Prevention and Control (Amendment) Regulations (Northern Ireland) 2009.	F	N	N
Draft Private Water Supplies Regulations (Northern Ireland).	F	N	N
The Marine Strategy Regulations 2010.	F	N	N
Waste Management Licensing (Amendment) Regulations (NI) 2009 – Stage 1.	F	N	N
Amendments to the Producer Responsibility Obligations (Packaging Waste) Regulations (NI) 2007.	F	N	N
Consultation Document on	F	N	N

Guidance on the Interpretation of the Definition of Waste.			
Draft Addendum to Planning Policy Statement 7: Safeguarding the Character of Established Residential Areas.	F	N	N
Clean Neighbourhoods and Environment Bill.	F	N	N
Marine Policy Statement.	F	N	N
The Air Quality Standards Regulations (Northern Ireland) 2010.	F	N	N
The Pollution Prevention and Control (District Councils) Charging Scheme (Northern Ireland) 2010.	F	N	N
The Carbon Reduction Commitment Energy Efficiency Scheme Order 2010.	F	N	N
Control of Pollution (Oil Storage) Regulations (Northern Ireland) 2010.	F	N	N
(Draft) The Water Framework Directive (Priority Substances and Classification)	F	N	N

Regulations.			
The EU Emissions Trading Scheme Charging Scheme Northern Ireland.	F	N	N
Local Air Quality Management Policy Guidance	F	N	N
Planning Service			
The Planning (Fees) (Amendment) Regulations (Northern Ireland) 2009.	F	N	N
Reform of the planning system in Northern Ireland: Policy Proposals.	F	N	Y 2009/10
Planning Policy Statement (PPS) 4 – Planning and Economic Development.	F	N	N
Review of Permitted Development Rights for Small Scale Renewable Energy Development (both domestic and non-domestic).	F	N	N
Review of Householder Permitted Development Rights (Part 1 and 2 of Planning (General Development) Order (Northern Ireland) 1993 (“the GDO”).	F	N	N
Review of Non-	F	N	N

Householder Permitted Development Rights.			
The Planning (Control of Major-Accident Hazards) Regulations (NI) 2009.	F	N	N
High Hedges Bill.	F	N	N
Road Safety Division (RSD)			
Proposed Amendments to The Motor Vehicles (Construction and Use) Regulations (NI) 1999 – Mobile Air Conditioners.	F	N	N
Graduated Fixed Penalty, Financial Penalty Deposit and Immobilisation schemes.	F	N	N
Definition of “significant personal injury” under the 5 th Motor Insurance Directive (the 5 th MID).	F	N	N
Proposed Amendments to the Motor Vehicles (Construction and Use) Regulations (NI) 1999 – width of trailers.	F	N	N
Electronic Delivery of Certificates of Motor Insurance.	F	N	N
Drink Driving Limit in Northern Ireland,	F	N	N

Penalties and Police Powers to Detect Drink Drivers			
---	--	--	--

Section 3: Equality Impact Assessment (EQIA)

- Please provide an update of policies subject to EQIA during 2009-10, stage 7 EQIA monitoring activities and an indicative EQIA timetable for 2009-10

EQIA Timetable – April 2009 - March 2010

Title of Policy EQIA	EQIA Stage at end March 09 (Steps 1-6)	Outline adjustments to policy intended to benefit individuals, and the relevant Section 75 categories due to be affected.
Development Control Advice Note (DCAN) 9: Residential and Nursing Homes	1	Not yet started
Development Control Advice Note (DCAN) 13: Creches, Day Nurseries and Pre School Play Groups	1	Not yet started. Will be partially incorporated into future Planning Policy Statement Four (PPS 4).
Derry Airport Local Plan	1	Plan start to be agreed
Ards / Down Area Plan 2015	6	EQIA and public consultation complete. Final EQIA was issued along with Adopted plan in March 2009.
Banbridge / Newry and Mourne Area Plan 2015	5	EQIA and public consultation complete. Independent Examination concluded in March 2010. The Department is awaiting the PAC Report into the IE. Final EQIA will issue along with Adopted Plan.
Magherafelt Area Plan 2015	5	EQIA and public consultation complete. Independent Examination concluded in June 2009. The Department is awaiting the PAC Report into the IE. Final EQIA will issue along with Adopted Plan.
Dungannon & South Tyrone Draft Area Plan – Revised By-pass option	1	Revised By-pass option has now been shelved. Possible alternative routes are being considered.
Belfast Metropolitan Area Plan 2015	5	Draft EQIA and public consultation complete. Final EQIA will issue along with Adopted Plan which will follow receipt of the PAC report into the Public

		Enquiry which completed in May 2008. Plan Amendment No 1 was published 14 February 2006 and the screening exercise determined that there were no significant equality implications for S75 groups. Therefore, an EQIA was considered unnecessary.
Northern Area Plan 2016	5	EQIA and public consultation complete. The draft NAP is still the subject of an ongoing JR challenge which has now been referred to the European Court of Justice. There may be significant delay while legal proceedings are ongoing. Final EQIA will issue along with Adopted Plan following Independent Examination.
Antrim / Ballymena / Larne Development Plan 2016	1	The Dept has temporarily ceased to carry out any further substantive work on this plan due to the Strategic Environmental Assessment (SEA) JR's taking place in relation to other Draft Plans. There may be significant delay while legal proceedings are ongoing. An EQIA will be published for consultation along with the Draft Plan.
Armagh Area Plan 2018	1	The Dept has temporarily ceased to carry out any further substantive work on this plan due to competing priorities and the SEA JR's taking place in relation to other Draft Plans. There may be significant delay while legal proceedings are ongoing. An EQIA will be published for consultation along with the Draft Plan.
West Tyrone Area Plan 2019	1	The Dept has temporarily ceased to carry out any further substantive work on this plan due to the SEA JR's taking place in relation to other Draft Plans. There may be significant delay while legal proceedings are ongoing. An EQIA will be published for consultation along with the Draft Plan.
Coleraine Borough Houses in Multiple Occupation Subject Plan 2016	1	Issues Paper published in April 2006. Progress on the preparation of this Draft Plan has been delayed due to the SEA JR's taking place in relation to other Draft Plans. There may be significant

		delay while legal proceedings are ongoing. An EQIA will be published for consultation along with the Draft Plan.
Reform of Planning System	6	A 'final EQIA at a strategic level' was published on 26 th March 2010 at the same time as the Government response to the planning reform consultation exercise. The final EQIA at a strategic level commits the Department to developing an EQIA monitoring strategy this year which can then be implemented from 2011 onwards to coincide with the introduction of the reforms and the transfer of functions.

- Where the EQIA timetable for 2009-10 (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 2009- March 2010

No monitoring reports on EQIAs were due during this reporting year.

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:

2010-11 EQIA Time-table

Title of EQIAs due to be commenced during April 2010 – March 2011	Existing or New policy?	Please indicate expected timescale of Decision Making stage i.e. Stage 6

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.

From April 2006, responsibility for the provision of training moved from the individual departments to a Northern Ireland Civil Service wide shared service centre known as the Centre for Applied Learning (CAL). CAL is responsible for sourcing, delivering or procuring all equality training programmes for NICS staff which will help ensure consistency of content and quality in the delivery of equality training.

In 2009 DOE HR rolled out an extensive programme of Equal Opportunities training directed at **all** grades. This training has now been overtaken by CAL's "Diversity Now" training course, a new equality and diversity foundation course which covers what is meant by Diversity and how NI's diverse society impacts on the NICS as well as identifying the legislative framework that underpins Diversity in the workplace. "Diversity Now" is a mandatory course for all 3000 staff. Classroom based training for all new staff commenced within the DOE in November 2009 and is on-going. The on-line training for all other staff will commence during 2010. Staff will complete this training every 3 years using the on line facility.

In the 2009/10, DOE HR trained 747 staff in Equal Opportunities and "Diversity Now" training. By 31 March 2011 it is envisaged that all staff will have either attended the "Diversity Now" training course or will have completed the training on line.

The Department's Training Commissioner is a member of the Equality Working Group and will provide regular updates on training, including feedback and evaluation for equality representatives throughout the Department.

The Driver and Vehicle Agency delivers a Customer Service training course to all staff who work in the public interface within the Agency. This

course includes introductory language sessions on the Irish language and the Ulster Scots language driven by the Charter for Minority Languages. To date 38 staff received this training with 15 staff to be trained before March 2011.

The Driver and Vehicle Agency also delivers Deaf Awareness Training which creates an awareness and understanding of the culture of deaf or hard of hearing people and of the different methods of communication. This training is offered to staff in Local Vehicle Licensing offices and MOT centres. To date 30 staff have received this training with 34 staff to be trained before 2011.

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 Department continued to issue, on a six-monthly basis, a forward look of consultation exercises as well as a list of policies which were screened out for equality impact assessment. This allowed S75 representatives to consider whether they wished to become involved with a policy and therefore plan their resource allocation in advance and, in respect of screened out policies, whether they wanted to challenge the decision. Consultees were invited to take part, in their preferred manner, in both draft and final EQIAs. Details on all of the above were posted on the Department's internet site.

Internally, the Equality Unit provided a bi-annual progress report on S75 commitments contained within the Department's Equality Scheme and EQIA programme for the Permanent Secretary, Departmental Board and Senior Management Team.

During the last year a range of equality related material has been made available to divisions and agencies such as Equality Commission publications and newsletters, equality related research papers and guidance on making information available in alternative formats and language translations.

The Equality Unit was assisted by an Equality Working Group made up of officials representing all divisions and agencies across the Department, who help drive forward the practical implementation of the commitments set out in the Department's Equality Scheme. The group fulfilled its commitment to meet twice during 2009/10.

The Department hosted its annual Equality Forum of policy makers and S75 representatives on 27 November 2009 to discuss matters of mutual interest. The Department views these meetings as an opportunity to further enhance its communication with representative organisations and to listen to feedback on how effective its communications mechanisms are. The forum discusses issues around Section 75 and progress with the Department's EQIA timetable. This year the Equality Forum was held in Cookstown in an effort to facilitate any rural groups interested in attending. In addition to members of the Equality Forum, representatives from Omagh Access Forum, Newry and Mourne District Council, Community Transport Association, Women's Resource and Development Agency and NI Rural Women's Network took an active part in this meeting.

The Department continued to be represented on the Inter-Departmental Equality Practitioner's Group which is chaired by OFMdFM and made up of Equality Officers from all NICS departments who meet on a quarterly basis to discuss Section 75 issues and share good practice.

The Department continues to be represented at a number of other Inter-Departmental groups such as meetings of the Sign Language Partnership Group by officials from Driver Vehicle Agency (DVA) and Planning Service; the Racial Equality Forum, the V&C Joint Forum and the Interdepartmental Charter Implementation Group by officials from the Equality Unit.

The Equality Unit continued to maintain the Equality section on the Department's Internet site which is updated regularly. Information available on this site includes the Department's Annual Progress reports, the Department's Disability Action Plan, screening exercises, consultations and EQIAs.

Staff continued to be kept aware of S75 developments through the Department's in-house magazine, monthly team briefing and Agency business planning events.

Issue 20 of Equality Times, an in-house magazine used to promote equality of opportunity in DRD, DOE and DCAL, was released in May 2009. The magazine included an article on issues surrounding disability access and an article on racism in the workplace provided by the Equality Commission.

Planning Service has continued to install and upgrade a number of induction loop systems within relevant rooms throughout Planning Service offices, most recently in Autumn 2009, in all Craigavon Divisional Office Interview Rooms.

Road Safety Division, during the development of the new 10 year road safety strategy, held meetings with a number of S75 groups representing children and young people and people with disabilities in order to obtain their views and provide them with the opportunity to contribute to the new strategy.

Some staff from **DVA** volunteered for Silver Surfer Day – a national day set aside to focus on helping the over 50s to have a taste of what the Internet offers and to help them gain the essential ICT skills to get started. Business in the Community has been helping drive a campaign focused on improving Digital Inclusion for everyone. DVA staff took the opportunity to volunteer to help older people bridge the Digital Divide.

A member of staff from **Environmental Policy Division** who has volunteered in a community group for more than 20 years was largely responsible for the delivery of a £1.4m restoration and redevelopment project as a social enterprise initiative in 2006. Since then he has set up and chairs the Merville Society for Arts, Culture and Heritage, has written public information leaflets for the European Heritage Open Days and is currently concluding work on a Conservation Area Strategy as a guide for land owners, householders, statutory bodies and third parties in the restoration, management and enhancement of the Merville Garden Village Conservation Area. Another member of staff helps run a club called 'Off The Street' designed to take kids in inner East Belfast off the street and away from recreational rioting around the interface.

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.

The Department for Regional Development continues to provide the statistical support for the Department of the Environment and its Principal Statistician is a member of the Equality and Social Needs Research and Information Group (ENSRIG). The membership of this group includes officials of Northern Ireland Departments and the Northern Ireland Office, along with representatives of the Equality Commission and the Northern Ireland Council for Voluntary Action. The cross-departmental Information and Research Needs Strategy, sponsored by ENSRIG, sets the direction in assessing and filling gaps on information relating to Section 75 groups.

The Equality and Social Need Steering Group funded three main projects in 2009/10, these were on Transgender Hate Crime (published in May 2010), Deprivation and Child Pedestrian Road Casualties (published in January 2010), and the 2010 Northern Ireland Multiple Deprivation model (published in May 2010). The group has also contributed to several other surveys including; the Labour Force Survey (DETI), NI Longitudinal Study (RSU, NISRA), Continuous Household Survey (CSU, NISRA) and Understanding Society Survey (ISER).

The Department held its annual Equality Forum meeting between policymakers and representatives of Section 75 groups. These meetings provide an opportunity for policymakers to update S75 groups on policy progress and issues of concern. Section 75 representatives are given the opportunity to comment on reported progress and highlight their own areas of concern. The Forum provides an excellent source for provision of feedback and advice on resolving issues around difficulties and problems in accessing information. The lessons learned and good practice is then promulgated across the Department through the Equality Working Group.

Bilateral meetings with the Equality Unit and statisticians continued to be held during the year with any of the Department's business areas undertaking screening or EQIA to discuss and determine data requirements and quality assure any data which is being used, at an early stage in the policy development process.

Work began in Autumn 2008 on updating the Northern Ireland Multiple Deprivation Measure 2005. Both the DOE Principal Statistician and the Grade 7 Head of Equality Unit are members of the Inter-Departmental Steering Group. The 2010 measure was published on 26 May 2010.

The Department carried out an exercise to review the data available for follow-on monitoring and reporting in 2008/09. The aim was to review the data available, to identify any gaps and to consider how these might be filled. The results have been discussed with Central Statistics and Research Branch in light of ECNI Guidance and further work to identify the quality of data held in internal databases has been undertaken in 2009/10. This work has included a Section 75 survey of all Approved Driving Instructors and an ongoing exercise with DVA to identify any gaps in the Section 75 profile of the various customer databases that DVA manage.

- Please outline any use of the Commission's Section 75 Monitoring Guide.

No monitoring reports were due during this reporting year but the Commission's Monitoring guidance has been circulated to all business areas.

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 correspondence notifying S75 representatives of forthcoming policy consultation exercises included a tick list reply inviting the groups to identify which documents they would like to receive and the most suitable format for the particular group ie Arial font size 14, large print, audio cassette, Braille or minority languages to meet the needs of those people who are not fluent in English.

The Department continued to review its consultation list, seeking confirmation from consultees as to whether they wished to remain on the list and asking them to identify their preferred method of consultation. In addition, consultees were asked to identify any other groups which they felt should be added to the departmental list.

The Equality Unit continued to maintain the Equality section on the Department's Internet site. Information available on this site includes the Department's Annual progress reports, the Department's Disability Action Plan, screening exercises, consultations and EQIAs.

The Department currently offers a Browsealoud service on its website to provide access to blind and partially-sighted people. Browsealoud is a software application that converts text to speech and the website can be accessed easily from PCs in the home, in libraries and other public places. The website, together with the Browsealoud service, ensures that blind people can enjoy the same levels of access to information about our services as other fully sighted customers.

The **Driver and Vehicle Agency (DVA)** continued to provide an audio voice over for the driver theory test in 21 languages (including English) and an on-screen BSL video translation. A translator or sign language interpreter will be arranged if no voice over is available or if the BSL video is not suitable. Extra time and the use of a Reader / Recorder can also be requested under certain circumstances.

Any blind or partially sighted people visiting NIEA's main sites will be offered assistance by staff to answer their queries. At the sites at Dunluce and Carrickfergus we are currently considering the possibility of installing audio guides for the blind.

The following services are offered at Parks and some other sites that are currently managed by the NIEA's Regional Operations team:

1. Carrickfergus Castle

- Free admission for blind visitors;
- Braille notices on public toilets;
- Multi-lingual voice over system under consideration.

2. Crawfordsburn Country Park

- Braille notices on public toilets;
- Public entrance doors have been automated and comply with current regulations
- Doors and frames have been painted in contrasting colours to assist the visually impaired

- Better disabled access has been provided from the disabled parking areas closest to the centre
- A new minibus parking space has been provided beside the centre – suitable for group visits, often disabled groups
- A new DDA compliant staff toilet facility is provided in the newly constructed area
- Appropriate DDA locks on public disabled toilet facility
- Access to and within the new staff areas has been designed to be DDA compliant
- Natural lighting has been improved in the former AV room by uncovering the skylight
- A dedicated space has been designed for the storage and availability of motor scooters and wheelchairs near the entrance
- Fire exits have been upgraded to DDA standard
- The new 'Welcome Point' is DDA compliant with a dropped area for wheelchair use
- Lighting has been generally upgraded and improved, including new outside lighting

3. Scrabo Tower and Country Park

- Proposed new Centre & exhibition will include Braille notices and interpretation – start date yet to be confirmed.

4. Peatlands Park

- Braille notices on public toilets;
- Mediascapes voice over scripts prepared and recorded for Peatlands Railway journey and two annual events, Bog Day and Apple Day. We hope to launch these on the mediascapes web-site in the near future to allow downloads from the mediascapes site to GPS compatible mobile phones (latest generation phones only).

5. Roe Valley Country Park

- Sensory Trail – continuous yellow line to follow, blister plates to indicate stops en route such as raised beds, herb boxes, touch items, raised profile interpretation panels;
- New path system, meeting DDA specification, has proven very popular with older visitors, many of whom have been unable to access the park in 30 years.

6. Castle Archdale Country Park

- Corduroy and blister plates as part of the DDA access at CACP Courtyard;
- Mediascapes voice over scripts prepared and recorded for Devenish. We hope to launch these on the mediascapes web-site in the near future to allow downloads from the mediascapes site to GPS compatible mobile phones (latest generation phones only);
- A joint NIEA/Fermanagh District Council funding request proposal is pending. This will establish a download centre at Enniskillen Castle Tourist Information Centre to allow access to Mediascapes information.

7. Ness Country Park

- Toilets have Braille and pictorial signage.

Where possible, **NIEA** continues to improve access for physically disabled people in its country parks and nature reserves through its ongoing upgrading programme. Work on the development of Ness Country Park is complete. The new facilities were opened formally in July 2009. An extensive network of paths and the Visitor Centre are accessible to the less able, though some paths involving steps cannot be reached by wheelchair. Literature and signage for the Park show clearly those routes involving steps. The Agency continues to grant aid Shopmobility, Belfast's *Disabled Ramblers Northern Ireland* project. This initiative delivers and promotes a series of summer rambles, and supports the provision of powered scooters at Crawfordsburn and Roe Valley.

The **NIEA** website has a 'browsealoud' facility and 'Virtual tours' that allow for less abled people to access the information on the website and to view a number of NIEA sites and properties from the website. In March and April 2010 NIEA requested feedback from Section 75 groups (among others) on the layout, navigation and content of the website. The Agency also took steps towards reviewing the content of its website, with a view to making it compliant with Plain English standards. The site has now been awarded the 'Plain English Crystal' mark following an assessment in May 2010.

NIEA continues to make available a wide range of educational and informational leaflets in various European languages. In 2009, the omnibus survey carried out in Northern Ireland found that levels of awareness of NIEA had increased from 52% in 2008 to 59% in 2009.

The **NIEA** events calendar has been sent to disability representative groups, making them aware of the Agency's properties. NIEA has published details on the facilities at its sites and properties on its website.

NIEA runs over 250 events at its sites and properties throughout the year. All of these are fully DDA (Disability Discrimination Act) compliant and they are planned to be inclusive for all members of the public, irrespective of age or ability. Every effort is made to ensure that anyone with a disability takes full part.

Climate and Waste Division launched its Rethink Waste campaign in March. The Rethink Waste campaign aims to raise awareness, encourage best practice and achieve behavioural change among households, the business, community and education sectors in Northern Ireland in order to reduce the amount of waste we send to landfill.

The campaign website, www.rethinkwasteni.org, meets WAI Double-A compliance – all Priority 1 and 2 checkpoints have been fulfilled. A brief outline of the minimum standards list is shown below:

- Use of Meta tags to provide relevant information about page content; Use descriptive ALT tags.
- Text links provided as alternatives to multimedia files such as movies or audio clips e.g. transcripts of dialogue
- Use of TITLE tags to provide relative information on URL targets
- Only use Tables for data, all layout is controlled using CSS
- All data tables use proper Markup, e.g. HEADER, THEAD, TBODY, SUMMARY, CAPTION tags
- We do not use FRAMES; Test foreground and background contrast using 3rd party software
- Use of text for all navigation links, while at the same time use CSS to control images to maintain design consistency
- Use of consistent navigation throughout
- Allow users to bypass the navigation
- All CSS sizes are relative
- Comply with XHTML 1.0 Strict ensuring all Mark Up is correct at all times
- Use of ABBR, ACRONYM tags etc to provide relevant information to the user
- Use of database driven technologies e.g. .NET or PHP to ensure all content is up to date

- No use of inaccurate link targets e.g. No “MORE” or “Click Here” buttons
- Use of H tags to divide blocks of information; Use H tags correctly to allow ease of navigation using the H key on 3rd Party Screen Readers
- Use of LABEL tags on forms correctly
- Use of Access Keys to create shortcuts to links
- Accessibility Statement provided outlining the website accessibility profile

Planning Service continued to publicly advertise, by means of prominently and suitably sized text announcements placed within its planning documents, that these can be made available, on request, in alternative formats.

Planning Service continued to facilitate Planning outreach clinics in locations remote from the divisional office. They are an important facility in improving accessibility to the planning system for customers who do not live in close proximity to the divisional office. Their purpose is to allow customers to discuss planning applications and related issues without having to travel to the Divisional or Sub Divisional Planning Office.

Planning Service continues to consider requirements for members of the public. For example, Omagh Divisional Planning Office has recently liaised with the Royal National Institute for the Deaf (RNID) to provide interpreters for members of the public who require them, to facilitate the viewing and discussing of planning applications.

Planning Service continues to implement its unique communication of planning applications to the inhabitants of Rathlin Island. The island is 6 miles off-shore and weather and financial restraints often prevent the population from fully participating in the Planning process. The planning applications for Moyle District Council applications are emailed each week to the Rathlin Community Development Association (RCDA). If required by RCDA, a copy file can be posted and / or electronically sent to them to inform them further of a particular application. The islanders can then decide whether they need to take time away from their work to visit the weekly planning clinic on the mainland. Planning Service recognises the constraints the islanders face in keeping fully informed in terms of all

planning issues and is happy to continue facilitating this unique consultation and communication process.

Planning and Natural Resources Division, when publishing a Planning Policy Statement, provides copies of its consultation drafts or final documents to a wide variety of groups/ individuals, including equality groups. Publications are also made available to members of the public online or by request in a number of formats, including hard copy, large print, disc, Braille or audiocassette. It may also be made available in minority languages for those who are not proficient in English.

Road Safety Division produced a revised Highway Code for Northern Ireland which was published in 2008. This document was, for the first time, also produced in the languages of the largest minority groups in Northern Ireland – Polish, Lithuanian, Mandarin and Portuguese. The Highway Code is also available in Russian. The documents are available on-line and can be viewed at <http://www.roadsafetyni.gov.uk>

Road Safety Division has made available a special multimedia guide which was aimed at the Polish, Lithuanian, Portuguese and Chinese communities. The foreign language package contains a DVD with five new instructional advertisements that will provide all drivers with a reminder of the need for attentive driving. The advertisements, together with a selection of successful television and radio advertisements, have been translated into Polish, Lithuanian, Portuguese and Mandarin Chinese. A CD-Rom containing translations of the Highway Code is also included in the package and is currently available on the road safety website.

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.

The Department received no new Section 75 complaints during the 2009/10 year.

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 Department continued to review its consultation list, seeking confirmation from consultees as to whether they wished to remain on the list and asking them to identify their preferred method of consultation. In addition, consultees were asked to identify any other groups which they felt should be added to the departmental list.

The Department continued its practice of encouraging business areas to continually review their processes to ensure effective engagement with S75 representative groups. For example, directly asking those upon whom the policy will impact for their preferred method of consultation, using focus groups, use of e-consultation where appropriate or using network organisations to reach end users.

The Department continued to place all of its equality screening forms on its website for consultation. The site was updated regularly and individual letters issued to S 75 representative groups at six monthly intervals (October 2009 and April 2010) setting out details of the policies screened out for equality impact assessment.

The Department also issued, on a six monthly basis, a forward look of consultation exercises to the S75 representative groups to allow them to consider whether they wished to become involved with a policy and therefore, plan their resource allocation in advance. Consultees were invited to take part, in their preferred manner, in both draft and final EQIAs. Details on all of the above were also posted on the Department's Internet site.

The Department hosted its annual Equality Forum of policy makers and S75 representatives to discuss matters of mutual interest on 27 November 2009. The Department views these meetings as an opportunity to further enhance its communication with representative organisations and to listen to feedback on how effective its communications mechanisms are. Consultation is a standing agenda item and any examples of good practice or areas of concern are taken on board and circulated around the Department by the Equality Unit and Departmental policy makers. This

year's Forum was held in Cookstown to help facilitate some of the rural groups interested in attending.

DVA Licensing continued to engage with Disability Action on a twice-yearly frequency to ensure that issues which would impact on drivers with a disability are subject to meaningful discussion and to review progress and evidence on the driving assessments carried out by Disability Action on behalf of the Department.

Planning and Natural Resources Division, when preparing a Planning Policy Statement (PPS) will establish a working group consisting of representatives of key interest organisations to advise on relevant issues. Further to this, the Section provides copies of its consultation drafts to a wide variety of groups/ individuals, including equality groups. Consultation drafts are also made available to members of the public online or by request in a number of formats.

Planning and Natural Resources Division, during the preparation of draft Planning Policy Statement 2 'Natural Heritage' and draft PPS16 'Tourism', had engagement with key stakeholders – this involved a series of meetings with both government and non government agencies. It is anticipated that draft PPS 2 will be issued for public consultation shortly whilst draft PPS 16 is expected to issue for public consultation in summer 2010.

In the preparation of draft PPS 22 'Affordable Housing' **Planning and Natural Resources Division** engaged with a range of government agencies and Departments with a view to liaise with agreed external stakeholders through consultants appointed to bring forward work on an economic appraisal. Draft PPS 22 is due for public consultation in July 2010. Work has also commenced on the preparation of draft PPS 1 'Planning and Sustainable Development' during this current reporting period (2010/11). A timetable is currently being put in place host meetings with a number of stakeholders (including government and non government agencies). Draft PPS 1 is due to issue for public consultation in September 2010.

Road Safety Division continued to make available the teaching resource pack for the cycle training which includes a DVD in Irish, for use by teachers in Irish Medium schools which participate in the Cycling Proficiency Scheme.

Road Safety Division, during the development of the new 10 year road safety strategy, held meetings with a number of S75 groups representing children and young people and people with disabilities in order to obtain their views and provide them with the opportunity to contribute to the new strategy.

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.

The Department continued to view the promotion of good relations as essential to good quality policy development. Good relations training formed part of the S75 awareness training provided for staff. Staff in the Equality Unit remain members of the Racial Equality Forum in an effort to further develop relationships with minority ethnic organisations and gain an understanding of their specific needs. In the same spirit, the Department played an active role in the Migrant Workers Sub Group and the Inter-Departmental Voluntary and Community Sector Joint Forum.

The Driver & Vehicle Agency (DVA) continued to provide an audio voiceover for the driver theory test in 21 languages (including English) to assist those whose first language is not English as well as an on-screen BSL video translation. During the period 01 April 2009 – 31 March 2010, 6,287 candidates availed of the audio voiceover facilities and 23 candidates used the on-screen BSL video translation facilities. A translator or sign-language interpreter can be arranged if no voiceover is available or if the BSL video is not suitable. 59 candidates made use of the translation facility and 5 candidates made use of the sign-language interpretation facility during the period. Extra time and the use of a Reader / Recorder can also be requested under certain circumstances with a total of 439 candidates making use of these facilities during the period.

The following theory tests were delivered with voiceovers:

LANGUAGE	TOTAL
Albanian	1
Arabic	36
Bengali	42
Cantonese	134
Dari	1

English-UK	5,376
Farsi	12
Hindi	7
Kurdish	7
Polish	554
Portuguese	29
Punjabi	3
Spanish-Castilian	1
Tamil	1
Turkish	50
Urdu	33
TOTAL	6,287

The following theory tests were delivered with a one-on-one translator

LANGUAGE	TOTAL
Arabic	1
Bengali	1
Croatian	1
English-UK	2
German	2
Lithuanian	67
Malayalam	16
Mandarin	8
Polish	1
Romanian	1
TOTAL	100

23 BSL on-screen video theory tests were delivered.

5 sign language interpreter tests were delivered.

439 Extra Time and Reader / Recorder tests were delivered.

DVA Licensing staff continue to make themselves available to liaise with local councils, community groups and PSNI specifically to provide information for groups such as foreign nationals. The purpose is to provide useful information on a range of services provided by the public sector to help foreign nationals understand our processes.

NIEA manages some 250 properties, many of which are promoted as a shared cultural heritage with particular focus in support of the Shared Future objectives. Around 2.04 million visits were made to NIEA properties in 2009.

The **NIEA** calendar of events at its properties was circulated widely, with those targeted including community and ethnic groups, and it was promoted through a high profile PR campaign. An estimated 117,000 visitors took part in over 250 NIEA events. 56,000 visitors visited 262 properties and events in the 2009 European Heritage Open Days weekend in September. This was an increase in numbers for the 11th year in a row and is part of a wider European effort to showcase our common heritage.

Some 48,000 visits were recorded at **NIEA** monuments at times when living history events were staged, many during 'Archaeology Days' held throughout June. This represents an increase of 27.7% on 2008 figures, which highlights the popularity of the use of costumed actors in bringing our historic heritage to life for visitors.

Following the success and popularity in 2008 of providing a live video link to the seabed from our Coastal Zone centre at Portrush, coinciding with World Oceans Day and Marine Week, **NIEA** provided this again in 2009. Once again this activity proved extremely popular and it gave visitors of all abilities access to the marine world normally available only to divers.

Planning and Natural Resources Division when preparing a Planning Policy Statement will establish a working group consisting of representatives of key interest organisations to advise on relevant issues. Further to this the Section provides copies of its consultation drafts to a wide variety of groups/ individuals, including equality groups. Consultation drafts are also made available to members of the public online or by request in a number of formats.

- Please outline any use of the Commission's Good Relations Guide.

The Department is currently considering how to take forward its requirements under the new Good Relations Guidance and is awaiting central direction from OFMdFM in implementing the guidance. The Department has also recently provided input to Programme for Cohesion,

Sharing and Integration which remains the subject of discussion between government Ministers.

Section 11: Additional Comments

- Please provide any additional information/comments

The Department continues to emphasise to officials the importance of application of the statutory duties. This is reinforced with the provision of training, requirements to update senior officials on progress and awareness-raising through in-house magazines, team briefing and business planning events. Given the passage of time, the Department considers that it has moved forward from knowledge of the statutory duties to understanding and implementation. There are numerous examples of policy-making decisions which have benefited from improved consultation with end users and better understanding of their needs. This is reflected in positive feedback received from S75 representative groups at the Department's Equality Forum and the fact that again this year, no Section 75 related complaints were received by the Department.

The Department continually strives to improve the provision of information to S75 representatives and to further expand access to the services it provides to the public at large. Managing the diverse expectations of representative groups can be a challenge. However, further development of working relationships with S75 groups to build trust and mutual understanding can only enhance these relationships.

The Department remains of the opinion that data on sexual orientation and political opinion remains light and policy development would benefit from a wider range of information sources to support these areas.

The Department awaits with interest the Equality Commission's new S75 Guidelines which are to be published later this year.

Annual Report 1 April 2009 / 31 March 2010
'Disability Duties' Questions

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

2

2

Fully
Achieved

Partially
Achieved

Not
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	Outcomes / Impact ²
National ³			
Regional ⁴	DVA's Driver Licensing Division seeks to increase participation in public life by ensuring that the disabled sector is properly represented through meetings with groups such as Disability Action, the Occupational Health Service, the Disabled Drivers' Association and various other disabled drivers' associations	DVA has met with Disability Action to discuss matters relating to disabled drivers in Northern Ireland.	It was agreed that no changes to DVA procedures were needed at this stage and that we would continue to meet to monitor the situation.

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.

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.

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

	which represent the rights of disabled drivers. The Agency will keep membership of these groups under review.		
Local ⁵			

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

⁵ **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	<p>The Department's Equal Opportunities Branch has identified the need for and is undertaking a continuous programme of extensive Equal Opportunities training directed at all grades. This training has been developed by the Department to make staff aware of discrimination and incorporates the employment legislation that includes disability. It also includes disability awareness and covers the Department's Disability Action Plan. 1000 front line and office holders will be trained by March 2011.</p>	<p>In the 2009/2010 financial year, DOE HR trained 386 staff in Equal Opportunities and Diversity Now training. By 31 March 2011 it is hoped that all staff will have either attended the Diversity Now training course or will have completed the training on line.</p>	<p>This work progresses and we continue to liaise with the Centre for Applied Learning alongside our own trainers to deliver this target.</p>
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	The Department's Equality Unit carried out an annual review of the Department's "Guide to Making Information Accessible".	A full review of the Guide was carried out in March 2010 in consultation with S75 groups. The Guide was also discussed at the Department's Equality Forum meeting on 27 November 2009.	The Guide was updated to take on board S75 representatives' comments and any new good practice. It is available on the Department's Intranet site for all Departmental staff.
2	<p>NIEA will carry out a promotion among disability representative groups of their country parks, historic monuments and nature reserves which have access for people with disabilities as below:-</p> <ul style="list-style-type: none"> • Circulate the NIEA 	The Spring/ Summer events	The events calendars were circulated

<p>events calendar, including details of the suitability of each event for people with disabilities, to disability representative groups.</p> <ul style="list-style-type: none"> • Circulate the site promotion leaflets to disability representative groups. • Produce a leaflet listing the NIEA sites which have access for people with disabilities, specifying the facilities available at each of them. • Design a web page listing these sites and facilities, with a link from the specific web page for each property. • Circulate the leaflet and notification of the web page to disability 	<p>calendar was circulated in March 2009; and the Autumn/Winter events calendar was circulated in September 2009.</p> <p>NIEA circulated leaflets of those sites available in March 2009.</p> <p>Not fully achieved – many site leaflets are still being updated and redesigned. The NIEA events calendar does however have contact and location details of many of NIEA sites.</p> <p>Achieved – a new ‘Places to Visit’ section has been created on the NIEA website.</p> <p>Not achieved – many site leaflets are still being updated and redesigned. The NIEA</p>	<p>and appear to have been well received.</p> <p>NIEA staff have a programme of work to update and redesign promotion leaflets for sites and properties.</p> <p>As above, NIEA staff have a programme of work to update and redesign promotion leaflets for sites and properties.</p> <p>Significant work has been invested in updating and improving the content and navigation of the NIEA ‘Places to Visit’ section on its website; this is also being supported by active promotion of NIEA events, sites and properties on NIEA’s social media platforms (facebook, twitter, youtube</p>
--	---	---

	<p>representative groups.</p> <ul style="list-style-type: none"> The advertising agency to be engaged by NIEA to produce proposals as to how the NIEA could promote positive attitudes to people with disabilities in its advertising campaign. 	<p>events calendar does however promote the NIEA website address</p> <p>The advertising agency included these considerations in their proposals and in the 'wonderfulni' campaign activity from April to August 2009</p>	<p>and flickr).</p> <p>The 'wonderfulni' campaign, promoting NIEA events, sites and properties, was delivered to target all sections of the community and ran from April to August 2009.</p>
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 / 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		

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.

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 Department's annual Equality Forum meeting is a useful means of monitoring the guidance contained in the Department's "Guide to Making Information Accessible". The Guide is a standing agenda item and feedback is sought from the Section 75 Groups on how the Department provides information in a range of formats to meet in the needs of its customers, including those with disabilities.

(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
- 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 organisations annual review of the plan? If so, please outline proposed changes?

The Department is currently consulting on its new Disability Action Plan which will cover the period April 2010 to March 2011.