

Armagh City, Banbridge and Craigavon Borough Council



**Public Authority Statutory Equality and Good Relations Duties
Annual Progress Report 2021-2022**

Contact:

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

[Equality - Armagh City, Banbridge and Craigavon Borough Council \(armaghbanbridgecraigavon.gov.uk\)](http://armaghbanbridgecraigavon.gov.uk)

Signature:

This report has been prepared using a template circulated by the Equality Commission. It presents our progress in fulfilling our statutory equality and good relations duties and implementing Equality Scheme commitments and Disability Action Plans.

This report reflects progress made between April 2021 and March 2022

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

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

- 1 *In 2021-22, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.*

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

Corporate and Business Plans

Consultation on the Performance Improvement Plan 2021-2023 closed in May 21. An analysis of responses was published on the Consultation Hub.

The objectives include:

1. We will improve the availability of more inclusive services for those with Autism and their carers.
2. We will increase the number of people participating in leisure activities and work with partners to enable everyone to get moving more.
3. We will reduce the time it takes to pay Suppliers.
4. We will reduce the average number of days sickness absence lost per employee.
5. We will increase the number of Council service areas with service standards as an evidence base to inform future improvement objectives.
6. We will implement recommendations from our Building Control and Planning Service Reviews.

The first measure reflects the Council's commitment to its equality duties.

During the reporting period the Autism Working Group met virtually. As well as representation from a number of Council departments there is representation from the Southern Health and Social Care Trust. This group is tasked with developing a programme of staff training and to consider other measures that will assist in making Council services more inclusive and the Borough more Autism Friendly. These measures are included in an Action Plan.

The Market Place Theatre and Arts Centre and the Navan Centre, two of the biggest tourism facilities in the Council area, have been recognised with Autism NI Impact Awards, for introducing autism-friendly improvements.

During the reporting period the Navan Centre renewed its award. All front-line staff were trained in autism awareness and there are dedicated sensory play areas. The centre adjustments include VIP passes available on request, all staff clearly identifiable (lanyards), welcome board available, personal guided walks, a pop-up tent, use of sensory bags.

Additional educational/school services include; visual folders for teachers (including countdown timers, photo options and symbol cards –sit, quiet, listen, wait and stop) and relaxed educational visits on request.

The dedicated online inclusive section on our website which was launched in the previous reporting period hosts a range of pre-visit guides, which have been designed for tourism, leisure and community facilities to support visitors to prepare for their visit. This section also provides a wide range of facility and service information including

changing places, accessibility information from working in partnership with AccessAble and a range of other services and inclusive activities. Customers who request information on accessible services are frequently advised to consider this section of the website. This inclusive section will continue to be updated.

The departmental business plans which are renewed annually include where appropriate measures which specifically promote equality and good relations. These are linked to the objectives included in the annual performance improvement plan and Corporate Plan.

The cross directorate Customer Care Project Team was previously set up to take a lead role in developing a Customer Care Strategy and oversee the implementation of an associated Customer Care Action Plan. The Customer Care Action Plan 2021/22 was agreed during the reporting period and a number of equality measures were incorporated into this plan. These included the delivery of equality and disability training and achieving an Autism Friendly Borough.

Policy development and policy screening

During the reporting period Armagh, Banbridge and Craigavon Community Planning Partnership began work on the development of the Armagh Place Plan. This will be the first locality plan for the Borough under its new community planning remit and the partnership believes that places should be co-designed by the people who know them best – those who live, work, play and study there.

Before the draft plan was developed a series of online public consultation workshops were held, engagement packs were sent to schools and local businesses, communities and statutory agencies were asked for their views. Over 400 people including 172 children and young people fed into the development of the draft plan between March and July 21 through public online workshops, an online survey, a schools creative challenge, live engagement days in Armagh, youth focussed workshops and stakeholder meetings

In November 21 the draft Armagh Place Plan was issued for public consultation. The draft plan has four outcomes.

1. A connected City – Armagh is a connected city; physically, digitally and socially.
2. A Green City – Armagh is leading the way in sustainable and green thinking, including reducing its air pollution and building climate resilience.
3. An Engaging City – Armagh engages those who live, work and visit it.
4. A Healthy City – Armagh is an inclusive and healthy city.

All relevant information including the equality screening exercise was made available on the Council's Consultation Hub. The Council's full list of section 75 consultees were advised of the availability of this information.

Findings from the equality screening showed that children and young people; older people; BAME communities, people with a disability and carers are affected by the current urban form, layout and engagement that happens in the city. Common themes identified were:

- Skills and employment
- Accessibility of the city centre
- Territorial markings, flags and emblems
- Safety of the city centre at night.

These are reflected in the actions included in the plan and the plan commits the partnership to ongoing dialogue with section 75 groups to ensure that their needs are

addressed in its implementation. There is also an action for children and young people to design the gateways to the city.

Work began on the Council's first Agriculture Strategy. A farmers survey was made available on the consultation hub in June 21 and the results of the survey helped to inform the draft strategy. The draft agriculture strategy is built upon the findings from research, surveys and engagement with stakeholders and contains recommendations to increase productivity, improve resilience, maintain and expand the capabilities of the agricultural industry, contribute to the supply chain, agri-food industry, agri-tech and agri business in our borough whilst considering the borough's competitive advantage.

In September 21 the draft Strategy was issued for public consultation. All relevant information including the equality screening exercise was made available on the Council's Consultation Hub. The Council's full list of section 75 consultees were advised of the availability of this information.

Findings from the equality screening showed that there is a need to support the various age of farmers and gender inequality. General comments in the Farmers Survey leaned towards the misrepresentation of women in the agriculture industry. Two recommendations in the strategy will support these two groups. Recommendation 2 (Focussing on communication with the industry). Recommendation 4 (appointment of agriculture champions, including the consideration of a 'panel of women farmers') Other recommendations which focus on skills training and learning, and development will provide support.

In the delivery phase of the strategy there will be a focus on improved signposting of current service providers and support such as mental health and well-being. The strategy has identified a need for a culture change in farming which includes recognising the importance of maintaining good mental health. Included within the recommendations as part of skills development is the need to provide discreet mental health and well-being support and advice for the agriculture sector.

In July 2021 the Council launched a new Age Friendly survey as it works with the Public Health Agency to create an 'Age Friendly' borough – where older people can live full, active, valued and healthy lives.

Targeting over 50s that live in the borough, the questionnaire sought to find out the positives and challenges of growing older within our communities. Using the themes from the World Health Organisation (WHO) Age Friendly Framework, the wide-ranging survey covered topics such as housing, transport, community facilities, social participation as well as employment, outdoor spaces, health services and more.

Responses from the survey will help shape and inform the development of the Borough's first Age Friendly Strategy and Action Plan, which will be led by the newly formed ABC Age Friendly Alliance that consists of a range of stakeholders including older people.

The Strategy and Action Plan will work to ensure all residents in the borough can live in security, enjoy good health, continue to participate fully in society, and feel valued and respected-regardless of age.

Guidance on how to develop council policy was updated. This guidance includes information on how and when to incorporate the section 75 duties into policy development. Guidance on how to conduct public consultations was also developed

and information on the role of section 75 in this process was also included. Both these documents were made available on the Council Intranet. All staff members were advised via e-mail of their availability and an update was included in the staff newsletter.

Amendments were made to the Council's legal protocol to remind staff of the importance of considering the section 75 duties.

Amendments were made to the Procurement Handbook and additional information on the section 75 duties were also included.

The consultation on the Performance Improvement Plan 2021-2023 was made available on the consultation hub and an equality screening exercise accompanied the plan. The Council's full list of section 75 consultees were advised of its availability.

Policy screening reports were issued in April, September and December 2021.

Equality Initiatives

During the reporting period there was a launch of a new pilot membership scheme – Carers Get Active ID Card. Primary carers of an adult with a learning disability who use Southern Trust services are now able to avail of reduced rates at any of the Council's leisure facilities. The scheme, which is being facilitated by the Council and the Southern Health and Social Care Trust was launched in January. The innovative scheme offers a 20% reduction in normal membership fees across all nine Council leisure facilities for carers, providing access to the gym, swimming pools and classes within the centres.

The AccessAble contract was reviewed for another year. The Council has agreed to fund the review of the detailed Access Guides on www.AccessAble.co.uk relating to Armagh City, Banbridge and Craigavon. Working with over 150 partners AccessAble produces Access Guides to places people want or need to visit, publishing them on www.AccessAble.co.uk and the AccessAble App. The Access Guides are for anyone with accessibility requirements. The annual review of surveyed venues was carried out in 2021 and the review report was produced in December 2021. Three new venue guides were approved. The South Lake Leisure Centre, The Watersports Centre and the Palace Demesne.

Due to the ongoing impact of the pandemic the Council did not host the annual local democracy event. Instead, Lord Mayor Alderman Glenn Barr advised residents via social media of all the ways they could engage with the Council, have their say and make a difference to their local area. The 2021 theme was "Protecting the environment: local communities take action." Residents were advised of different ways they could protect the environment and a link was provided to the Council website where they could find out more information. Encouraging residents to get involved in Local Democracy Week via social media would help in conveying the message widely but especially to our younger residents.

The Council organised two events for International Women's Day. The theme this year was #BreakTheBias. In celebration of the day two health and wellbeing workshops were organised. The first was the Get organised and declutter workshop which was held online on the 8 March. Sharon McNulty, professional home and business organiser shared tips and techniques to help us navigate the complexities of working from home while being mindful of our mental health. This included advice, based on the Marie Kondo school of thought, on how to create organised and clutter free spaces in order to support effective working practices and promote well-being.

A Domestic Abuse awareness session was organised for staff and elected members and was held online on 10 March. Continuing with the health and wellbeing theme and with a focus on supporting and protecting our colleagues and those in our communities who experience domestic abuse, this online information session covered

- What is domestic abuse?
- Who is affected by domestic violence or abuse?
- What is 'safe place'?

Other initiatives that promoted equality of opportunity for a range of section 75 groups included;

Men's Health Week which was celebrated (14-20 June). The overall aims of Men's Health Week are to:

- Heighten awareness of preventable health problems for males of all ages.
- Support men and boys to engage in healthier lifestyle choices/activities.
- Encourage the early detection and treatment of health difficulties in males.

Local men die younger than women do. Males have higher death rates than females for almost all of the leading- causes of death and at all ages. Men's poorer lifestyles are responsible for a high proportion of chronic diseases.

During Men's Health Week the Council played its part in helping highlight the importance of looking after yourself by hosting a week-long programme of events at South Lake Leisure Centre, offering a host of free taster activities which promote men's health and wellbeing.

Positive Ageing Month occurred in October and to celebrate our older residents the Council along with the ABC Seniors Network put together a festival of activities that ran throughout the month of October. Some were in-person and others took place virtually online. The events were aimed at people in their senior years, as well as those over 50 who are starting to think about the steps they can take to ensure that they live long, healthy lives. There were also events aimed at those who care for older people or who are interested in intergenerational projects.

As part of our commitment to equality, diversity and inclusion in the workplace, there was a launch of the Diversity Champions initiative. The Council has appointed three officer champions and two elected member champions. The Council's officer champions are the Strategic Director: Strategy & Performance, the Organisational Development & Performance Manager and the Policy & Diversity Officer. The Council's elected member champions are the Lord Mayor and Deputy Lord Mayor. Together they will promote equality, good relations and diversity as well as act as points of contact for advice, guidance and support.

The Community Awards 2021/22 were held in the Armagh City Hotel on 22 March to recognise and reward the best of the borough's community champions. A total of 34 groups and individuals from across the borough were shortlisted for the 11 award categories in the awards, which are funded by The Executive Office, with each receiving high praise from councillors and their community peers for their leading example of good citizenship and selfless dedication to better community causes and bring significant benefits and deliver positive outcomes for people from all backgrounds.

Included in the 11 award categories were the Health and Wellbeing Award, the Age Friendly Award, the Under 18 Youth Volunteer, Equality and Good Relations Award and Youth Champion Award.

The Council supported a range of campaigns throughout the year to promote good mental health. Staff were offered the opportunity to attend five workplace mental health webinars which ran during April and May. These were organised by the Workplace Health Leadership Group N.I. Mental Health Awareness Week ran from 10-16 May and the Council supported Inspire's 'Take a Walk on the Mind Side' campaign – spreading an important message about connecting with the wonders of nature and helping us to look after our mental health in the process.

In May the Council launched its Health and Wellbeing Survey as part of its commitment towards the health and wellbeing of its employees. Steps to enhance wellbeing will include focussing on initiatives to create an employee-led Health and Wellbeing Strategy and Action Plan. The Council established a staff health and wellbeing committee. The committee includes staff members from all departments and trade union representatives.

In July the Council signed up to the Equality Commission's Mental Health Charter. The Charter, was jointly produced by the Equality Commission, Action Mental Health, Disability Action, Mindwise, Mental Health Foundation and Inspire and aims to provide a framework for working towards mentally healthy workplaces. The signing of the charter is a voluntary commitment by the Council to look after and acknowledge the mental health and wellbeing of its employees. The Council has appointed 12 Mental Health Champions from within the organisation who will act as a point of contact to any employee experiencing a mental health issue. All our Mental Health Champions are trained to raise awareness, normalise and encourage conversations about mental health and signpost employees to support services.

Equality Training

During the reporting period 9 sessions of Equality and Disability Training were delivered to staff online via Microsoft Teams. The Council's Executive Management Team attended one of these sessions. Incorporated into the EMT session was the Section 75 – Demonstrating Effective Leadership Guidance issued by the Equality Commission. The training covers the section 75 duties and the Disability Action Plan, anti-discrimination legislation with further emphasis on the Disability Discrimination Act and communicating with people with a range of disabilities. This training also includes advice from the Equality Commission on the impact of Covid-19 on disabled customers. A total of 93 staff attended. Evaluation of the training revealed that the information included in the training was relevant and examples were helpful. Suggestions were made to add more links to relevant information and this was done for later sessions. An online workshop was also organised for the Council's elected members and it also covered information on the section 75 duties. 16 elected members attended the workshop.

The Equality and Diversity in the workplace e-learning module was launched. It includes equality section 75 duties, disability duties, equality in the workplace, respectful language and DDA and reasonable adjustments. 10 staff members completed the module.

Three sessions of Policy Screening, Equality Impact Assessment and Rural Needs Impact Assessment Training were delivered online via Microsoft Teams to Heads of Department and Managers. This training covers an outline of the equality and good relations duties, when and how to screen and when to conduct an Equality Impact Assessment. A total of 32 staff members attended.

Two training sessions were offered to staff on how to make consultation meaningful and the Council's approach to good consultation. This included the requirements of section 75 in relation to consultation.

Other training was delivered to ensure Council staff have a better understanding of the needs of our residents, customers and employees and to further promote equality of opportunity.

19 staff attended Autism awareness training and a further 58 staff members completed the Basic Autism Awareness e-learning module.

As part of the Council's commitment to health and wellbeing the following training sessions were offered: Hearing loss and communication, mental health first aid, managers managing mental health, parenting, domestic abuse awareness, cancer awareness and menopause awareness.

The Council's Community Development Department in collaboration with The Executive Office offered a free level 1 Makaton Training for Individuals and groups within the ABC Borough. The online training sessions were aimed at parents, family members, carers and workers who need to use Makaton at home and in their work as well as participants who need a more detailed knowledge about using and applying Makaton to develop the communication skills of others.

Translation and Interpretation and Access to Information and Services

The green and brown bin collection information leaflets were translated into the following languages: Tetum, Portuguese, Romanian, Polish and Bulgarian. Pictorial information is also provided where literacy is a barrier to accessing information.

Work was undertaken on the Council's website to ensure it became more accessible. This followed a review carried out by the Central Digital & Data Office on behalf of the Minister of the Cabinet Office as part of their obligations to monitor the accessibility of the public sector websites in the United Kingdom. During the reporting period the Council was advised that its accessibility statement was now compliant. The website will be reviewed regularly and the statement updated.

During the Summer the Council introduced Trail Orienteering (TrailO) for people of all abilities. This was available at Gosford Forest Park.

"We are delighted to be able to offer Encompass All as part of our Summer programme of activities this year," commented the Lord Mayor Alderman Glenn Barr.

"As a Council we are committed to ensuring inclusivity for all and TrailO is a perfect example. It is a fantastic activity for enjoying with friends and family and takes place on accessible paths. And even better, is that it is free and in the stunning location of Gosford Forest Park".

The Council continued to deliver a range of Sport and Physical Activity Programmes with its Partners. Examples include an Autism in Sport Programme which was delivered in Dromore and Richhill Community Centres and the All Stars Summer Scheme delivered in Gilford Community Centre. The Inclusive Sport and Leisure Programme which works with children and adults with a disability delivers the Wheelie Active Club, South Lake Disability Sports Club, Inclusive Gym Programme and the Inclusive Cycling

PART A

Programme. There were also inclusive summer schemes available for children of all abilities.

The Council delivered the popular Relaxed Christmas Experience on 11 and 12 December at the Millennium Court Arts Centre, Portadown. It is designed for children with sensory processing issues, autism or special educational needs and their families. The experience lasts 20-30 minutes with families able to go at their own pace.

The Access and Inclusion Programme funded by the Department for Communities has improved accessibility and enhanced a range of Council facilities across the Borough. Funding of over £330,000 has enabled works to upgrade toilet facilities, installing sensory and accessible play equipment, a new wheelchair access boat at South Lake Leisure Centre as well as the new eco-pods at Gosford Forest Park.

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2021-22 (*or append the plan with progress/examples identified*).

Positive Action Measures as stated in the Council's Equality Action Plan

1. Inclusion of equality and good relations measures into the Council's Performance and Improvement Plan, Departmental/operational plans and service plans.

Consultation on the Performance Improvement Plan 2021-2023 closed in May 21. An analysis of responses was published on the Consultation Hub.

The objectives include:

1. We will improve the availability of more inclusive services for those with Autism and their carers.
2. We will increase the number of people participating in leisure activities and work with partners to enable everyone to get moving more.
3. We will reduce the time it takes to pay Suppliers.
4. We will reduce the average number of days sickness absence lost per employee.
5. We will increase the number of Council service areas with service standards as an evidence base to inform future improvement objectives.
6. We will implement recommendations from our Building Control and Planning Service Reviews.

The first measure reflects the Council's commitment to its equality duties.

During the reporting period the Autism Working Group met virtually. As well as representation from a number of Council departments there is representation from the Southern Health and Social Care Trust. This group is tasked with developing a programme of staff training and to consider other measures that will assist in making Council services more inclusive and the Borough more Autism Friendly. These measures are included in an Action Plan

The Market Place Theatre and Arts Centre and the Navan Centre, two of the biggest tourism facilities in the Council area, have been recognised with Autism NI Impact Awards, for introducing autism-friendly improvements.

The departmental business plans which are renewed annually include where appropriate measures which specifically promote equality and good relations. These are linked to the objectives included in the annual performance improvement plan and Corporate Plan.

2. All Council strategies, plans, projects and services to be screened for equality of opportunity and good relations in accordance with the requirements of the Council's Equality Scheme.

Guidance on how to develop council policy was updated. This guidance includes information on how and when to incorporate the section 75 duties into policy development. All policies are required to have a completed screening form attached before they are considered by the relevant Council Committee. The Committee reporting template also includes a section – Equality or Good Relations implications. This ensures that any equality or good relations implications are brought to the elected members' attention. Equality Impact Assessments are conducted where it is considered proportionate to do so in order to further examine the policy for equality impacts, mitigation and/or opportunities to promote equality of opportunity.

Staff members are regularly reminded to adhere to these guidelines. During the reporting period a number of policies were screened as part of the policy development process. Policy screening reports were issued in April, September and December.

3. Delivery of Equality and Disability Training to elected members, line managers and employees. A minimum of 2 sessions to be delivered each year.

Delivery of Policy Screening and EQIA training to Heads of Department and Managers. A minimum of 2 sessions to be delivered each year.

During the reporting period 9 sessions of Equality and Disability Training were delivered to staff online via Microsoft Teams. The Council's Executive Management Team attended one of these sessions. Incorporated into the EMT session was the Section 75 – Demonstrating Effective Leadership Guidance issued by the Equality Commission. The training covers the section 75 duties and the Disability Action Plan, anti-discrimination legislation with further emphasis on the Disability Discrimination Act and communicating with people with a range of disabilities. This training also includes advice from the Equality Commission on the impact of Covid-19 on disabled customers. A total of 93 staff attended. Evaluation of the training revealed that the information included in the training was relevant and examples were helpful. Suggestions were made to add more links to relevant information and this was done for later sessions. An online workshop was also organised for the Council's Elected Members, and it also covered information on the section 75 duties. 16 elected members attended the workshop.

Three sessions of Policy Screening, Equality Impact Assessment and Rural Needs Impact Assessment Training were delivered online via Microsoft Teams to Heads of Department and Managers. This training covers an outline of the equality and good relations duties, when and how to screen and when to conduct an Equality Impact Assessment. A total of 32 staff members attended.

4. Introduce an equality e-learning module.

The Equality and Diversity in the workplace e-learning module was launched. It includes equality section 75 duties, disability duties, equality in the workplace, respectful language and DDA and reasonable adjustments. 10 staff members completed the module.

5. Work with children and young people to develop innovative models to engage them in the partnership.

The Community Planning Partnership engaged 172 children and young people in the development of the Armagh Place Plan. This included targeted workshops with youth clubs and a schools engagement pack. Many of the strengths and issues identified by children and young people are reflected in the plan: the city's heritage and green spaces are key assets to be built upon and there are actions to build social connections and make it easier for pedestrians to get about the city in the plan. There is also an action for children and young people to design the gateways to the city.

6. Organise a Local Democracy Event.

Due to the ongoing impact of the pandemic the Council did not host the annual local democracy event. Instead, Lord Mayor Alderman Glenn Barr advised residents via social media of all the ways they could engage with the Council, have their say and make a difference to their local area. The 2021 theme was "Protecting the environment: local

communities take action.” Residents were advised of different ways they could protect the environment and a link was provided to the Council website where they could find out more information. Encouraging residents to get involved in Local Democracy Week via social media would help in conveying the message widely but especially to our younger residents.

7.Organise an International Women’s Day Event for post primary schools and organise an International Women’s Day Event for staff.

Due to the ongoing impact of the pandemic the Council did not host an International Women’s Day Event for local post primary students.

The Council organised two events for International Women’s Day. The theme this year was #BreakTheBias. In celebration of the day two health and wellbeing workshops were organised. The first was the Get organised and declutter workshop which was held online on the 8 March. Sharon McNulty, professional home and business organiser shared tips and techniques to help us navigate the complexities of working from home while being mindful of our mental health. This included advice, based on the Marie Kondo school of thought, on how to create organised and clutter free spaces in order to support effective working practices and promote well-being.

A Domestic Abuse awareness session was organised for staff and elected members and was held online on 10 March. Continuing with the health and wellbeing theme and with a focus on supporting and protecting our colleagues and those in our communities who experience domestic abuse, this online information session covered

- What is domestic abuse?
- Who is affected by domestic violence or abuse?
- What is ‘safe place’?

8.Further develop the capacity of the ABC Women’s Network. 2 outreach programmes to be delivered.

No outreach programmes were delivered for the Network during the reporting period. However, an increasing number of women are participating in Council’s good relations programmes.

9.Holistic Health Programmes to be delivered in the Borough.

There were four programmes delivered and these included:

Armagh Community

Men’s health programme in Armagh (Ardmore)

In partnership with Youth action, 8 local young men took part in a 10 week programme, based around physical and mental health, healthy eating and greater engagement within their local communities via peace and reconciliation building.

Banbridge Community

Ten-week Men’s Community Health & Wellbeing Programme, Banbridge

This programme took place in Bannside Church Hall, Banbridge, with 17 men attending on the first night. In addition to weekly physical activity sessions, there was a diverse variety of health information & awareness sessions also delivered, to include, Importance of Physical Activity, Take 5 Steps to Wellbeing, Healthy Eating, Domestic Violence Awareness, Drugs & Alcohol, Cancer Focus and Diabetes UK delivered an awareness talk.

Craigavon Community

Clan Eireann Lurgan 60 plus Male Walking Football and Health Information Programme

The Health Improvement Officers developed an 8 week Walking Football and Health Information Project which commenced on Tuesday 25th January 2022. The programme in addition to weekly walking football sessions included a variety of talks. Health Checks consisting of height, weight, BMI and waist circumference were delivered on the first night to gather baseline information and assist with evaluation reports. A total of 10 Men took part in the programme and continued throughout. The programme included health information and awareness talks: Take 5 Ways to Wellbeing, Healthy Eating Talk, Bowel Cancer Awareness Talk, Chi Me session, Slow Cooker "Bitesize" session.

Sure Start Dads Health & Wellbeing Project @ South Lake Leisure Centre Craigavon.

The Health Improvement Officer met with Splash Sure Start and upon needs assessment, a 10 week physical health & wellbeing programme was developed to commence on 25th January 2022. In addition to weekly physical activities which included: Indoor circuits, Pickleball, Netball, Swimming, Paddle Boarding and Kayak, there was weekly health information & awareness sessions organised. These included: Nutrition and healthy eating; Male Cancers (Cancer Focus); Take 5 Steps to Wellbeing; Drugs & Alcohol (Start 360); Male Domestic Abuse (Men's Alliance); Diabetes Awareness (Diabetes UK); Chest Heart & Stroke (NICHHS). A total of 20 Men registered for the programme with 17 starting on week 1 and availing of baseline health checks. Health checks consisted of height, weight, BMI and waist circumference. Health checks were again repeated on week 10. Checks showed a massive improvement in both BMI readings and weight loss.

10.Support the annual male health conference.

Annual Southern Area Men's Health and Wellbeing Project

Extensive planning and organising was undertaken with regards to the above project, which was scheduled to run from Monday 21st until Friday 25th March, however was only partially delivered due to lack of numbers and the reluctance of men engaging in outdoor activities. On Friday 25th March at Loughgall County Park, the fishing element took place with 8 men registering for the programme, however only 4 took part on the day. While the numbers were small, there was a significant impact in terms of mental health and feedback was very positive.

11.Organise an annual consultation event to be held with consultees. Explore additional ways of raising awareness of the initiative with AccessAble and members of the Customer Care Project Team.

The AccessAble contract was reviewed for another year. The Council has agreed to fund the review of the detailed Access Guides on www.AccessAble.co.uk relating to Armagh City, Banbridge and Craigavon. Working with over 150 partners AccessAble produces Access Guides to places people want or need to visit, publishing them on www.AccessAble.co.uk and the AccessAble App. The Access Guides are for anyone with accessibility requirements. The annual review of surveyed venues was carried out in 2021 and the review report was produced in December 2021. Three new venue guides were approved. The South Lake Leisure Centre, The Watersports Centre and the Palace Demesne. Due to the ongoing impact of the pandemic it wasn't possible to hold the annual consultation event.

12.The JAM Card initiative and the availability of the e-learning module will be publicised on the Council Intranet. Information to be publicised biannually.

Staff that attend the equality and disability training are reminded about this initiative. Just beyond the reporting period an article was included in the staff magazine.

13.The Council's Community Development Working Group will explore and develop options for progression on the arrangements around flags and emblems.

A meeting of the Emerging Issues Working Group was held in January 2022 to discuss the current arrangements in relation to flags and emblems.

3 Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2021-22 reporting period? *(tick one box only)*

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

Please provide any details and examples:

Guidance on how to develop Council policy was updated. This guidance includes information on how and when to incorporate the section 75 duties into policy development. Guidance on how to conduct public consultations was also developed and information on the role of section 75 in this process was also included. Both these documents were made available on the Council Intranet. All staff members were advised via e-mail of their availability and an update was included in the staff newsletter.

Amendments were made to the Council's legal protocol to remind staff of the importance of considering the section 75 duties.

Amendments were made to the Procurement Handbook and additional information on the section 75 duties was also included.

Consultation on the Performance Improvement Plan 2021-2023 closed in May 21. One of the objectives is that we will improve the availability of more inclusive services for those with Autism and their carers. This is a clear reflection of the Equality Scheme commitments. During the reporting period the Autism Working Group continued to meet virtually and further progress was made in developing and achieving measures within the Autism Friendly Action Plan.

During the reporting period Armagh, Banbridge and Craigavon Community Planning Partnership began work on the development of the Armagh Place Plan.

Before the draft plan was developed a series of online public consultation workshops were held, engagement packs were sent to schools and local businesses, communities and statutory agencies were asked for their views. Over 400 people including 172 young people fed into the development of the draft plan between March and July 21 through public online workshops, an online survey, a schools creative challenge, live engagement days in Armagh, youth focussed workshops and stakeholder meetings. In November 21 the draft Armagh Place Plan was issued for public consultation.

All relevant information including the equality screening exercise was made available on the Council's Consultation Hub. The Council's full list of section 75 consultees were advised of the availability of this information.

Work began on the Council's first Agriculture Strategy. A farmers' survey was made available on the consultation hub in June 21 and the results of the survey helped to inform the draft strategy. In September 21 the draft Strategy was issued for public consultation. All relevant information including the equality screening exercise was made available on the Council's Consultation Hub. The Council's full list of section 75 consultees were advised of the availability of this information.

As part of our commitment to equality, diversity and inclusion in the workplace, there was a launch of the Diversity Champions initiative. The Council has appointed three officer

champions and two elected member champions. The Council's officer champions are the Strategic Director: Strategy & Performance, the Organisational Development & Performance Manager and the Policy & Diversity Officer. The Council's elected member champions are the Lord Mayor and Deputy Lord Mayor. Together they will promote equality, good relations and diversity as well as act as points of contact for advice, guidance and support.

The green and brown bin collection information leaflets were translated into the following languages: Tetum, Portuguese, Romanian, Polish and Bulgarian. Pictorial information is also provided where literacy is a barrier to accessing information.

Work was undertaken on the Council's website to ensure it became more accessible. This followed a review carried out by the Central Digital & Data Office on behalf of the Minister of the Cabinet Office as part of their obligations to monitor the accessibility of the public sector websites in the United Kingdom. During the reporting period the Council was advised that its accessibility statement was now compliant. The website will be reviewed regularly and the statement updated.

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

Please provide any details and examples:

Changes to the guidance documents which now highlight more clearly the section 75 duties will ensure that opportunities are taken to promote equality of opportunity for a range of section 75 groups during policy development.

The commitment to improve the availability of more inclusive services for those with Autism and their carers will ensure that our services are accessible to a greater number of our residents and customers. During the reporting period the Autism Working Group continued to meet virtually and further progress was made in developing and achieving measures within the Autism Friendly Action Plan.

Findings from the equality screening of the Armagh Place Plan showed that children and young people; older people; BAME communities, people with a disability and carers are affected by the current urban form, layout and engagement that happens in the city. Common themes identified were:

- Skills and employment
- Accessibility of the city centre
- Territorial markings, flags and emblems
- Safety of the city centre at night.

These are reflected in the actions in the plan and the plan commits the partnership to ongoing dialogue with section 75 groups to ensure that their needs are addressed in its implementation. There is also an action for children and young people to design the gateways to the city.

Findings from the equality screening of the Agriculture Strategy showed that there is a need to support the various age of farmers and gender inequality. General comments in the Farmers Survey leaned towards the misrepresentation of women in the agriculture industry. Two recommendations in the strategy will support these two

groups. Recommendation 2 (Focussing on communication with the industry). Recommendation 4 (appointment of agriculture champions, including the consideration of a 'panel of women farmers') Other recommendations which focus on skills training and learning and development will provide support.

In the delivery phase of the strategy there will be a focus on improved signposting of current service providers and support such as mental health and well-being. The strategy has identified a need for a culture change in farming which includes recognising the importance of maintaining good mental health. Included within the recommendations as part of skills development is the need to provide discreet mental health and well-being support and advice for the agriculture sector.

The appointment of officer and elected member champions will ensure that there is additional support for staff and residents on equality matters.

The translation and interpretation provided has ensured that residents can access Council services. Changes to the Council website will improve accessibility for all users.

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

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

The Armagh Place Plan and the Agriculture Strategy were equality screened and subject to public consultation

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

As a result of analysis from monitoring the impact *(please give details):*

As a result of changes to access to information and services *(please specify and give details):*

Changes to services to make them more inclusive for those with Autism and their carers. The inclusive section of the website provides a range of services that are accessible for those with different disabilities. The translation and interpretation provided and improvements to the Council website ensures greater accessibility for all residents.

Other *(please specify and give details):*

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

Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

- 4 Were the Section 75 statutory duties integrated within job descriptions during the 2021-22 reporting period? *(tick one box only)*
- Yes, organisation wide
 - x Yes, some departments/jobs
 - No, this is not an Equality Scheme commitment
 - No, this is scheduled for later in the Equality Scheme, or has already been done
 - Not applicable

Please provide any details and examples:

- 5 Were the Section 75 statutory duties integrated within performance plans during the 2021-22 reporting period? *(tick one box only)*
- Yes, organisation wide
 - x Yes, some departments/jobs
 - No, this is not an Equality Scheme commitment
 - No, this is scheduled for later in the Equality Scheme, or has already been done
 - Not applicable

Please provide any details and examples:

Consultation on the Performance Improvement Plan 2021-2023 closed in May 21. One of the objectives is that we will improve the availability of more inclusive services for those with Autism and their carers. This is a clear reflection of the Equality Scheme commitments.

The section 75 duties are most clearly reflected in the Strategy and Performance Department's Business Plan

- 6 In the 2021-22 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? *(tick all that apply)*
- Yes, through the work to prepare or develop the new corporate plan
 - x Yes, through organisation wide annual business planning
 - Yes, in some departments/jobs

PART A

- No, these are already mainstreamed through the organisation's ongoing corporate plan
- No, the organisation's planning cycle does not coincide with this 2021-22 report
- Not applicable

Please provide any details and examples:

The Borough Community Plan has three strategic themes of Community, Economy and Place from which nine long term outcomes have been identified. The plan is underpinned by three cross-cutting themes of equality, connectivity and sustainability.

These three cross-cutting themes are also included in the Corporate Plan.

The departmental business plans include where appropriate measures which specifically promote equality and good relations. These are linked to the objectives included in the annual performance improvement plan and the Corporate Plan.

The section 75 duties are most clearly reflected in the Strategy and Performance Department's Business Plan.

The Equality Action Plan links the relevant Community Planning Theme and relevant Corporate priority to each of the measures included in the plan.

Equality action plans/measures

7 Within the 2021-22 reporting period, please indicate the **number** of:

Actions completed: Actions ongoing: Actions to commence:

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

8 Please give details of changes or amendments made to the equality action plan/measures during the 2021-22 reporting period (*points not identified in an appended plan*):

N/A

9 In reviewing progress on the equality action plan/action measures during the 2021-22 reporting period, the following have been identified: (*tick all that apply*)

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

Arrangements for consulting (Model Equality Scheme Chapter 3)

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

All the time x Sometimes Never

- 11 Please provide any **details and examples of good practice** in consultation during the 021-22 reporting period, on matters relevant (e.g., the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

During the reporting period Armagh, Banbridge and Craigavon Community Planning Partnership began work on the development of the Armagh Place Plan.

Before the draft plan was developed a series of online public consultation workshops were held, engagement packs were sent to schools and local businesses, communities and statutory agencies were asked for their views. Over 400 people including 172 children and young people fed into the development of the draft plan between March and July 21 through public online workshops, an online survey, a schools creative challenge, live engagement days in Armagh, youth focussed workshops and stakeholder meetings.

In November 21 the draft Armagh Place Plan was issued for public consultation.

All relevant information including the equality screening exercise was made available on the Council's Consultation Hub. The Council's full list of section 75 consultees were advised of the availability of this information.

Work began on the Council's first Agriculture Strategy. A farmers survey was made available on the consultation hub in June 21 and the results of the survey helped to inform the draft strategy. The draft agriculture strategy is built upon the findings from research, surveys and engagement with stakeholders and contain recommendations to increase productivity, improve resilience, maintain and expand the capabilities of the agricultural industry, contribute to the supply chain, agri-food industry, agri-tech and agri business in our borough whilst considering the borough's competitive advantage.

In September 21 the draft Strategy was issued for public consultation. All relevant information including the equality screening exercise was made available on the Council's Consultation Hub. The Council's full list of section 75 consultees were advised of the availability of this information.

In July 2021 the Council launched a new Age Friendly survey as it works with the Public Health Agency to create an 'Age Friendly' borough – where older people can live full, active, valued and healthy lives.

Targeting over 50s that live in the borough, the questionnaire sought to find out the positives and challenges of growing older within our communities. Using the themes from the World Health Organisation (WHO) Age Friendly Framework, the wide-ranging survey covered topics such as housing, transport, community facilities, social participation as well as employment, outdoor spaces, health services and more.

Responses from the survey will help shape and inform the development of the Borough's first Age Friendly Strategy and Action Plan, which will be led by the newly formed ABC Age

PART A

Friendly Alliance that consists of a range of stakeholders including older people.

The consultation on the Performance Improvement Plan 2021-2023 was made available on the consultation hub and an equality screening exercise accompanied the plan. The Council's full list of section 75 consultees were advised of its availability.

12 In the 2021-22 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

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

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

As described above the Armagh Place Plan, the Agriculture Strategy and the Age Friendly Survey engaged a range of consultation methods and section 75 categories.

13 Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2021-22 reporting period? *(tick one box only)*

- Yes No Not applicable

Please provide any details and examples:

Consultees are frequently advised of the Council's equality duties throughout the Community Planning Process. Section 75 consultees were contacted in relation to the consultations described above in q.11. Many of the screening exercises were included on the consultation hub. A Section 75 monitoring form was issued to stakeholders as part of the development of the Armagh Place Plan.

E-mails and hard copies of documentation are forwarded to potentially interested groups.

During the reporting period staff were reminded of the Council's equality duties and training was made available to staff throughout the year. This was advertised via e-mail and in the staff newsletter.

PART A

14 Was the consultation list reviewed during the 2021-22 reporting period? *(tick one box only)*

Yes No Not applicable – no commitment to review

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

[\[Equality - Armagh City, Banbridge and Craigavon Borough Council \(armaghbanbridgecraigavon.gov.uk\)\]](http://armaghbanbridgecraigavon.gov.uk)

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

19

16 Please provide the **number of assessments** that were consulted upon during 2021-22:

3	Policy consultations conducted with screening assessment presented.
	Policy consultations conducted with an equality impact assessment (EQIA) presented.
	Consultations for an EQIA alone.

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

As detailed in q.11 the consultations include the Armagh Place Plan, the Agriculture Strategy and the Performance Improvement Objectives 2021-2023

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

Yes No concerns were raised No Not applicable

Please provide any details and examples:

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

19 Following decisions on a policy, were the results of any EQIAs published during the 2021-22 reporting period? *(tick one box only)*

Yes No Not applicable

PART A

Please provide any details and examples:

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

20 From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2021-22 reporting period? *(tick one box only)*

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

Please provide any details:

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

- Yes No Not applicable

Please provide any details and examples:

22 Please provide any details or examples of where the monitoring of policies, during the 2021-22 reporting period, has shown changes to differential/adverse impacts previously assessed:

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

Staff Training (Model Equality Scheme Chapter 5)

24 Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2021-22, and the extent to which they met the training objectives in the Equality Scheme.

During the reporting period 9 sessions of Equality and Disability Training were delivered to staff online via Microsoft Teams. The Council's Executive Management Team attended one of these sessions. Incorporated into the EMT session was the Section 75 – Demonstrating Effective Leadership Guidance issued by the Equality Commission. The training covers the section 75 duties and the Disability Action Plan, anti-discrimination legislation with further

emphasis on the Disability Discrimination Act and communicating with people with a range of disabilities. This training also includes advice from the Equality Commission on the impact of Covid-19 on disabled customers. A total of 93 staff attended. Evaluation of the training revealed that the information included in the training was relevant and examples were helpful. Suggestions were made to add more links to relevant information, and this was done for later sessions. An online workshop was also organised for the Council's elected members and it also covered information on the section 75 duties. 16 elected members attended the workshop.

The Equality and Diversity in the workplace e-learning module was launched. It includes equality section 75 duties, disability duties, equality in the workplace, respectful language and DDA and reasonable adjustments. 10 staff members completed the module.

Three sessions of Policy Screening, Equality Impact Assessment and Rural Needs Impact Assessment Training were delivered online via Microsoft Teams to Heads of Department and Managers. This training covers an outline of the equality and good relations duties, when and how to screen and when to conduct an Equality Impact Assessment. A total of 32 staff members attended.

Two training sessions were offered to staff on how to make consultation meaningful and the Council's approach to good consultation. This included the requirements of section 75 in relation to consultation.

Other training was delivered to ensure Council staff have a better understanding of the needs of our residents, customers and employees and to further promote equality of opportunity.

19 staff attended Autism awareness training and a further 58 staff members completed the Basic Autism Awareness e-learning module.

As part of the Council's commitment to health and wellbeing the following training sessions were offered: Hearing loss and communication, mental health first aid, managers managing mental health, parenting, domestic abuse awareness, cancer awareness and menopause awareness.

The Council's Community Development Department in collaboration with The Executive Office offered a free level 1 Makaton Training for Individuals and groups within the ABC Borough. The online training sessions were aimed at parents, family members, carers and workers who need to use Makaton at home and in their work as well as participants who need a more detailed knowledge about using and applying Makaton to develop the communication skills of others.

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

The training programmes delivered have the job performance objectives outlined at the beginning of the training and the programme is again reviewed and summarised at the end. An evaluation sheet is issued at the end of the training. The information received in the evaluation forms is used to inform further developments to the training programmes.

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

26 Please list **any examples** of where monitoring during 2021-22, across all functions, has resulted in action and improvement in relation **to access to information and services**:

The Market Place Theatre and Arts Centre and the Navan Centre, two of the biggest tourism facilities in the Council area, have been recognised with Autism NI Impact Awards, for introducing autism-friendly improvements.

During the reporting period the Navan Centre renewed its award. All front line staff were trained in autism awareness and there are dedicated sensory play areas. The centre adjustments include; VIP passes available on request, all staff clearly identifiable (lanyards), welcome board available, personal guided walks, a pop-up tent, sensory bags.

Additional educational/school services include; visual folders for teachers (including countdown timers, photo options and symbol cards –sit, quiet, listen, wait and stop) and relaxed educational visits on request.

Complaints (Model Equality Scheme Chapter 8)

27 How many complaints **in relation to the Equality Scheme** have been received during 2021-22?

Insert number here:

1

Please provide any details of each complaint raised and outcome:

The Council responded to a section 75 complaint regarding the use of WISE enforcement to issue fixed penalty notices to those who do not speak English and the impact this was likely to have on the Bulgarian Roma and Traveller Community in particular. In response the Council agreed to increase the awareness of the project to our ethnic minority communities. This included the development of a social media post on Facebook which would be translated into the four main languages spoken in the Borough which included Bulgarian as well as the development of a multilingual billboard in the five main urban centres of Armagh, Banbridge, Portadown, Lurgan and Craigavon. The Council's welcome pack would be updated to provide further information on fixed penalty notices and made available in Bulgarian. The complainant was advised that representatives from environmental health and community development were available to discuss the matter further.

Section 3: Looking Forward

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

The Equality Scheme will be due for review in 2025.

PART A

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

The Council will remain focused on all of the above and will continue to offer support and training to staff in relation to the equality and good relations duties.

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

- Employment
- Goods, facilities and services
- Legislative changes
- Organisational changes/ new functions
- x Nothing specific, more of the same
- Other (please state):

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

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

13

Fully achieved

7

Partially achieved

4

Not achieved

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

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

Level	Public Life Action Measures	Outputs ⁱ	Outcomes / Impact ⁱⁱ
National ⁱⁱⁱ			
Regional ^{iv}			
Local ^v			

PART B

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

	Training Action Measures	Outputs	Outcome / Impact
1	<p>Induction Training which is mandatory for all new employees</p> <p>Training covers:-</p> <ul style="list-style-type: none"> • Introduction to Equality Scheme • The Disability Action Plan and DVD highlighting different types of disabilities • The Council's Equal Opportunities and Dignity at Work policies and procedures <p>The training was delivered online via Microsoft Teams</p>	New starts received training	Evaluation of the training revealed that the information included in the training was relevant and examples were helpful
2	9 sessions of Equality and Disability Training were delivered to staff during the reporting period. It was delivered online via Microsoft Teams	A total of 93 staff members attended	Evaluation of the training revealed that the information included in the training was relevant and examples were helpful
3	Equality and Disability Training for elected members	16 elected members attended the workshop	
4	<p>Introduce equality e-learning module</p> <p>Module covers:-</p>	The e-learning module was launched and 10 staff members completed the module.	There is a questionnaire available at the end of the module

PART B

	<ul style="list-style-type: none"> • Equality section 75 duties • Disability Duties • Equality in the workplace • Respectful Language • DDA and reasonable adjustments 		
5	There was a commitment in the plan to provide training on specific disabilities where a need is identified. Staff attended Autism awareness training and completed the basic autism awareness e-learning module.	<p>19 staff attended Autism Awareness training</p> <p>58 staff members completed the e-learning module</p>	This training will improve the customer service offered to both adults and children with Autism

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			

PART B

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

	Encourage others Action Measures	Outputs	Outcome / Impact
1	Senior Sports Awards Annual	The awards were held in the Belmont House Hotel, Banbridge	The event celebrates the achievement of sports people within the Borough and as a result raises awareness of disability in sport

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	Policy screening-ongoing implementation of screening requirements in relation to new and amended policies (screening form includes questions relating to the disability duties)	The completed screening forms will address the disability duties.	All new or amended policies will incorporate the disability duties where appropriate.
2	Non-fixed inclusive play programmes Play in the Community Programme Summer 2021. Street Play Programme 2021 and Forest School Programme	Programmes developed to ensure play opportunities for all children and young people regardless of their needs and abilities.	Play in the Community A number of children with different abilities and disabilities attended the sessions and engaged with the same play offered to the group as a whole. Play sessions were adjusted to suit all the children attending. Street Play Programme

PART B

			<p>A number of children with different abilities and disabilities attended the sessions and engaged with the same play offered to their class. Play sessions were adopted to suit the children attending.</p> <p>Forest School Programme</p> <p>It was noted a high number of children with disabilities completed this programme from the 80+ attendance and engaged with outdoor activities in a fun way.</p>
3	Appoint elected member Diversity Champion at the AGM	The Council appointed two elected member champions. The Council's Lord Mayor and Deputy Lord Mayor.	Together they will promote equality, good relations and diversity as well as act as points of contact for advice, guidance and support.
4	Raise awareness among staff of the role of the Diversity Champions.	As part of our commitment to equality, diversity and inclusion in the workplace, there was a launch of the Diversity Champions initiative. The Council has appointed three officer champions and two elected member champions. The Council's officer champions are the Strategic Director: Strategy & Performance, the Organisational Development & Performance Manager and the Policy & Diversity Officer. A photograph and article was included in	Together they will promote equality, good relations and diversity as well as act as points of contact for advice, guidance and support.

PART B

		the Staff newsletter highlighting this information.	
5	To avail of the Employers for Disability NI bulletin board to advertise job vacancies	A small number of jobs were advertised on the bulletin board.	Further opportunities will be explored to increase the number of disabled people working for the Council.
6	<p>Equality Commission for N.I Mental Health Charter</p> <p>The Council will demonstrate its commitment to employees by signing up to deliver the Commission's Mental Health Charter.</p>	In July the Council signed up to the Equality Commission's Mental Health Charter. The Charter, was jointly produced by the Equality Commission, Action Mental Health, Disability Action, Mindwise, Mental Health Foundation and Inspire and aims to provide a framework for working towards mentally healthy workplaces.	The signing of the charter is a voluntary commitment by the Council to look after and acknowledge the mental health and wellbeing of its employees. The Council has appointed 12 Mental Health Champions from within the organisation who will act as a point of contact to any employee experiencing a mental health issue. All our Mental Health Champions are trained to raise awareness, normalise and encourage conversations about mental health and signpost employees to support services.
7	Prepare annual report on the implementation of the plan	To monitor and report on progress	

PART B

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

	Action Measures partly achieved	Milestones/ Outputs	Outcomes/Impacts	Reasons not fully achieved
1	Ensure strapline advising that documents can be obtained from the Council in alternative formats is included in all external publications	On the Home Page of the Council website there is an accessibility section where customers are advised to contact the Council if they require a publication in a different format.	It is intended that publications will be accessible to a wide range of people.	Further communication is still required with relevant departments to ensure that all external publications advise that documents are available in alternative formats.
2	To have a database of images for use in Council publications that display positive images of disabled people.	Work began on developing a database of images but further work is required to ensure images are retained. Where the opportunity arises positive images of disabled people are used.	Promotes positive attitudes towards disabled people	It is a 2020-2023 measure
3	To work with stakeholders to achieve an Autism Friendly Borough	An Autism Friendly Action Plan was developed and a number of positive action measures were achieved	To raise awareness of the needs of those with Autism and ensure appropriate steps are taken.	Progress on other measures is still required
4	Play Strategy 2018-2026. 46 play parks to be completed as part of a 5 year Capital Programme	28 Play Parks completed all with pieces of inclusive equipment as well as being accessible. Local	These play parks are designed to be inclusive to ensure there are opportunities for children regardless of their needs and abilities.	It is a 2018-2023 measure

PART B

		<ul style="list-style-type: none">• Wheelchair Roundabout• Inclusive Panel• Basket Swing – suitable for transfer from wheelchair• Harness Swing – suitable for transfer from wheelchair or different ability children.• Play Panel <p>Neighbourhood</p> <p>All of the above and including:</p> <ul style="list-style-type: none">• Extra seating or Picnic Table• Extra Inclusive Panels• One other inclusive piece of equipment e.g. Spinning bowl or an inclusive springer sea/saw <p>District</p>		
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PART B

		<p>All of the above and including:</p> <ul style="list-style-type: none"> Wheelchair Swing (Gosford) Inclusive Trampoline Inclusive Play Panels – roleplay and sound Inclusive Picnic Tables <p>7 Play Parks remain on the Capital Play Development Programme.</p>		
5	Undertake an Audit of all public life positions and review how the positions are advertised.	An audit for participation in public life was issued to Heads via e- mail. Further meetings were held with relevant Officers.	Once the Audit has been completed there will be a review of how the positions are advertised.	Not all information had been collated by the end of the reporting period as some departmental information remained outstanding.
6	The GetActive website will provide access information where appropriate.	More pre visit guides were added to the website for a number of Health and Recreation facilities. Access information for the	More people with a disability accessing sport and physical opportunities independently	It is a 2020-2023 measure

PART B

		Council's play areas was also updated. Links to all of this information is also available on the inclusive information section of the corporate website.		
7	Information leaflets available at leisure centre reception desks will be more accessible with increased use of pictograms as well as information on the telephone interpreting service.	Further meetings were held with relevant officers. Information has been distributed to all facilities regarding the telephone interpreting service	Leaflets are available for a number of facilities	Work will continue to ensure that leaflets are available for all facilities

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

	Action Measures not met	Reasons
1	Further develop working relationships with voluntary organisations such as Cedar, Mencap and others so that the Council can successfully respond to requests for work placement opportunities.	No new work placements are being offered until a policy has been finalised and approved. This is to ensure a fair process is in place.
2	Equality Commission for N.I – Every Customer Counts. The Council will demonstrate its commitment to customers by signing up to deliver the Commission's Every Customer Counts Disability Access initiative	While this measure is included in the Strategy and Performance Business Plan further engagement with departments will be required before the access checklist can be completed.

PART B

3	Junior Sports Awards Annual	Due to the impact of the pandemic last year the awards were delivered online from the 15 th February 2021-20 th February 2021. The awards are due to take place later in 2022.
4	Appoint Disability Sport NI to conduct an access audit of the new South Lake Leisure Centre in order to achieve ISF accreditation	The ISF accreditation was postponed due to the Covid-19 Pandemic.

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 disability sector engaged with the Council when the plan was issued for consultation in October 2019. A number of these measures are included in the Strategy and Performance Business Plan and are also included in the Council's Customer Care Action Plan and performance indicators are set. Further monitoring arrangements were added to specific measures following consultation on the plan.

(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?

No

If yes please outline below:

PART B

	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?

ⁱ **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.

ⁱⁱ **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.

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

^{iv} **Regional**: Situations where people can influence policy decision making at a middle impact level

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