

EQUALITY COMMISSION FOR NORTHERN IRELAND**Northern Ireland Screen Annual Progress Report 2009-10
on Section 75 of the NI Act 1998 and
Section 49A of the Disability Discrimination Order (DDO) 2006**

Name of public authority

Northern Ireland Screen

Equality Officer

Section 75:

Name	Elsie Brown
Title	Operations Manager
Address	Northern Ireland Screen 3rd Floor, Alfred House 21 Alfred Street Belfast BT2 8ED
Tel.	028 9023 2444
Fax	028 9023 9918
E mail	elsie@northernirelandscreen.co.uk
DDO:	As 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 Northern Ireland Screen Equality Scheme was approved by the Equality Commission in March 2004. The screening of existing policies was completed in August 2005 and the resulting EQIAs (of the Equal Opportunities and Harassment Policies) were completed in September 2006. The continuing focus of the Equality Scheme Action Plan is therefore on the monitoring of policies. We closely monitor participation in a number of programmes, mainly through the use of equal opportunities monitoring questionnaires. This method continued to provide robust information on the Section 75 profiles of individuals involved in the programmes and a monitoring report was prepared at the end of the year. We are confident that each programme is being operated in a manner which promotes equality of opportunity and good relations.

In 2009-10 we undertook a 5 Year Review of our Equality Scheme which resulted in the following commitments:

- we will publicise the availability of our e-zine (and other electronic information) to organisations representing people in specific S75 groups (with particular attention to those representing children and young people and people with learning difficulties) urging them to encourage their constituents to sign up;
- we will work with the organisations whom we fund (particularly those in the exhibition sector) to explore the availability of more extensive equality monitoring information, for example on audience figures;
- we will ensure that all publications carry a note to the effect that alternative formats can be made available on request; and
- we will review the documentation accompanying funding decisions and ensure that a screening process is applied to changes in policy and that a record is kept of the consideration given to equality issues in the development of

new and revised policies.

In terms of policy and service developments, our main areas of activity continue to be production funding, locations, services and facilities, exhibition and audience development, education, business support, skills and training. In 2009-10 we delivered or assisted in delivering a wide range of initiatives which promoted equality of opportunity, good relations and diversity, including:

- the Irish Language Broadcast Fund, which was used to finance over 100 hours of Irish language output on TG4, BBC NI and RTÉ; programming covers a range of productions that target a number of potential audiences, spanning the pre-school and primary school audience, the youth sector and the wider population via light entertainment, drama and documentary productions. An evaluation of the Fund carried out during the year highlighted the significant economic and cultural impact on both the production sector and stakeholders in Northern Ireland;
- three Creative Learning Centres, which support digital creativity programmes for young people, especially those experiencing disadvantage, and professional development for teachers and youth leaders; over 2000 teachers, 130 youth leaders and 4600 young people were involved during the year;
- the Digital Film Archive, which was established on 2 new sites during the year (bringing the total to 17) and formed a new partnership with Northern Ireland Hospice to use the archive in activity programmes with patients;
- the Digital Film Archive Outreach Programme, which delivered 37 presentations to almost 1300 people in community groups and historical societies during the year;
- the Festivals Programme, which funded, among other things, the Cinema Initiative at the Nerve Centre which included special events marking International Women's Day and an Intercultural and Anti-Racism Programme;
- community media projects, including the Northern Visions programme which delivers intergenerational projects and works closely with organisations representing older people.

- 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?

In terms of the Equality Scheme, in the coming year Northern Ireland Screen will focus on –

- screening any new policies as they arise;
- evaluating the results arising from the monitoring systems which are already in place;
- reviewing the monitoring system and updating it as necessary;
- providing refresher training for officers and awareness training for new employees.

DCAL will be revising its Equality Scheme during the coming year in line with the new guidance from the Equality Commission. We will contribute both information and suggestions to assist DCAL to undertake an audit of inequalities relating to the services for which they are responsible and to develop a comprehensive Equality Action Plan.

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

	Outline changes in policy or practice which have resulted in outcomes	Tick if result of EQIA
Persons of different religious belief	<ul style="list-style-type: none"> • The number of sites at which the Digital Film Archive can be accessed has been increased to ensure equality of access to both main communities. • The Irish Language Broadcast Fund has had a major impact both economically and culturally and has assisted in promoting good relations. 	
Persons of different political opinion		
Persons of different racial groups	<ul style="list-style-type: none"> • Festival programmes often include strands addressing racism and promoting intercultural awareness. 	
Persons of different age	<ul style="list-style-type: none"> • A process has been put in place to ensure that each personnel specification is reviewed as a vacancy arises to ensure that requirements do not indirectly discriminate against older people. • The Irish Language Broadcast Fund specifically targets pre-school and primary school audiences to promote diversity among young people. • The Creative Learning Centres support digital creativity programmes aimed at young people. • the Digital Film Archive Outreach Programme targets older people; 	✓

	<ul style="list-style-type: none"> Community media projects also target young people and older people and frequently include intergenerational projects. 	
Persons with different marital status		
Persons of different sexual orientation		
Men and women generally	<ul style="list-style-type: none"> A process has been put in place to ensure that each personnel specification is reviewed as a vacancy arises to ensure that requirements do not indirectly discriminate against women. 	✓
Persons with and without a disability	<ul style="list-style-type: none"> Northern Ireland Screen has taken steps to ensure that applicants for posts are aware that alternative formats of documents are available on request. The application form has also been revised to ask candidates to identify any particular needs which might require attention during the selection process. 	 ✓
Persons with and without dependants	<ul style="list-style-type: none"> The terms and conditions statement for employees has been revised to make it clear that changes to working hours may be possible. 	✓
All categories	<ul style="list-style-type: none"> The consideration of equality implications has been effectively mainstreamed into policy/programme development. 	

- Title/s of EQIAs referenced:

Equal Opportunities Policy
Harassment Policy

Section 1: Strategic Implementation of the Section 75 Duties

- 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 2009-10.

The Northern Ireland Screen Equality Scheme includes a commitment to integrating objectives and targets relating to the statutory equality duties into strategic and operational plans (Section 3.5). The 2009-10 Operating Plan contained specific targets in relation to monitoring, progress reporting and training; all targets were met.

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.
None			

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 2010-11.

EQIA Timetable – April 2009 to March 2010

Title of Policy EQIA	EQIA Stage at end March 08 (Steps 1-6)	Outline adjustments to policy intended to benefit individuals, and the relevant Section 75 categories due to be affected.
None		

Where the EQIA timetable for 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 EQIAs in question.

Not applicable.

Ongoing EQIA Monitoring Activities - April 2009 to March 2010

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
None.		

2010-11 EQIA Time-table

Title of EQIAs due to be commenced during April 2008 – March 2009	Existing or New policy?	Please indicate expected timescale of Decision Making stage i.e. Stage 6
None planned but the screening of new policies developed during the year may give rise to the need for additional EQIA.		

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.

The Northern Ireland Screen Equality Scheme includes a commitment to developing an effective training programme for all staff (sections 8.1 and 8.3) in order to –

- raise awareness of current anti-discrimination legislation and the statutory equality duties; and
- provide those employees involved in implementing various aspects of the Equality Scheme with the necessary skills and knowledge to do this work effectively.

Initial awareness training was provided for all staff in June 2004 and March 2005. Refresher training and awareness training for new employees has since been provided approximately on an annual basis.

Evaluation of training

Northern Ireland Screen has a clear procedure for the identification of training needs, the provision of appropriate training and evaluation of the benefits of all training undertaken. All training undertaken in relation to Section 75 and the Equality Scheme has been fully evaluated and the outcomes assessed through this process.

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.

Northern Ireland Screen has a well designed, informative website and e-zine which is the focus of communication activities for the organisation. A full Publication Scheme has recently been introduced enabling the public to access a wide range of documents through the website including all documents relating to Section 75 duties. The website has recently been redesigned and updated.

Internally, the Board receives regular reports on progress on the implementation of the Equality Scheme and there is a standard agenda item at every meeting of the Senior Management Team. Staff are kept up to date on Section 75 issues through team meetings, e mails and workshops.

The staff survey undertaken as part of the monitoring of the EQIA of the Equal Opportunities and Harassment Policies in 2007-08 showed that awareness of equality issues has more than doubled since the completion of the EQIA.

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.

Prior to the adoption of the Equality Scheme processes were in place to ensure that all available quantitative and qualitative data was used to inform policy development and that additional data was obtained where necessary.

As a result of the adoption of the Equality Scheme, all appropriate monitoring forms were extended to cover eight of the nine Section 75 categories. (In view of the sensitivity of the subject matter and the NICS policy on monitoring, information is not requested on political opinion.) Current staff were also requested to provide information about themselves under these eight categories on a voluntary basis.

We are confident that sufficient information is collected to allow for the effective monitoring of both external and internal policies in terms of their impact on equality of opportunity. Evaluation of the monitoring information is carried out at the end of each year and the latest monitoring report can be accessed on the website, www.northernirelandscreen.co.uk

The monitoring data shows that Northern Ireland Screen is attracting a good range of applicants from most of the Section 75 groups for training and funding initiatives. Many of the schemes are aimed at people wishing to pursue a career in creative and technical disciplines and so there tends to be a high percentage of young applicants. We are confident that all schemes are being operated in a manner which promotes equality of opportunity and that there are no barriers to applicants in any of the Section 75 groups. However, disabled people and people from black and minority ethnic communities continue to be under-represented and we will continue to address ways of promoting the schemes to people in these groups.

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

Northern Ireland Screen has found the Monitoring Guide useful in terms of drafting monitoring questionnaires.

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.

Access to information

Northern Ireland Screen undertook a detailed review of the arrangements for providing information in alternative formats in 2006-07 and concluded that adequate arrangements were in place to provide documents in alternative formats on request. No requests were received in 2008-09.

During 2009-10 we redesigned and updated our website to present a clearer, more user-friendly homepage highlighting the main areas of activity, to ensure that it is easily navigable and to allow more interactive content, such as the completion of funding applications on-line.

Access to services

Equality issues have been an integral part of Northern Ireland Screen policies for some time and every opportunity is taken to promote and draw attention to equality of opportunity in the delivery of services. Examples of current initiatives which are particularly relevant are set out above in the Executive Summary.

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.

Northern Ireland Screen has developed a procedure for dealing with Section 75 complaints but no complaints have been received to date.

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.

Northern Ireland Screen continues to work with specific groups in relation to the delivery of key policies.

For example:

- there is continuing dialogue with a range of organisations representing the interests of disabled people in relation to the Cinema Access Programme, including the RNIB and the RNID;
- we work closely with partner organisations including Clanmill Housing, the Belfast Health & Social Care Trust and Engage With Age to maximise use of the Digital Film Archive.

- Please outline any use of the Commission's guidance on consulting with and involving children and young people.

We are aware of the Commission's guidance and other best practice publications on consulting with children and young people and we endeavour to follow best practice in all our dealings with children and young people.

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.

In general, Northern Ireland Screen has taken forward the 'good relations' duty alongside the requirement to promote equality of opportunity. All awareness training includes information on the duty to promote good relations and, in particular, references to "A Shared Future" and the type of initiatives which are being taken forward by Government Departments.

Northern Ireland Screen will continue to identify and consider any opportunities to promote good relations as they arise.

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

No particular use was made of the Commission's Good Relations Guide in 2009-10.

Section 11: Additional Comments

- Please provide any additional information/comments

None.

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

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

6

Fully
Achieved

0

Partially
Achieved

0

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	1. Encourage disabled people to participate in consultative, discussion and working groups.	Staff have been made aware of this action measure but no such groups were established during this period.	
Local ⁵			

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

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 forums.

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

	Training Action Measures	Outputs	Outcome / Impact
2	Include awareness training on disability issues in induction courses.	This action measure has been fully implemented.	Staff awareness of the disability duties has increased.

2(c) What Positive Attitudes **action measures** in the area of **Communications** were achieved in this reporting period?

	Communications Action Measures	Outputs	Outcome / Impact
3	Draw disability duties to the attention of all staff and Board Members.	This action measure has been fully implemented.	Awareness of disability duties has increased.

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

	Encourage others Action Measures	Outputs	Outcome / Impact
	None		

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
4	Mainstream consideration of disability duties into the policy development process and assess the implications for the disability duties when carrying out screening in accordance with the Equality Scheme. Amend the screening template to include questions on the disability duties.	This action measure has been fully implemented.	Disability duties are routinely considered during the development of new policies.
5	Review existing policies in relation to the disability duties. Revise existing policies accordingly and/or develop new policies.	All policies were reviewed and consultation was carried out between January and March 2008. No comments were received.	A Code of Practice on the Employment of Disabled People was adopted.

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
	None			

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

	Action Measures not met	Reasons
	None	

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 measures in the disability action plan are monitored as part of the standard procedure for monitoring policy development and training programmes.

(b) Quantitative

The measures in the disability action plan are monitored as part of the standard procedure for monitoring policy development and training programmes.

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.

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?

No.