

**EQUALITY COMMISSION FOR NORTHERN IRELAND****Northern Ireland Screen Annual Progress Report 2012-13  
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	<a href="mailto:elsie@northernirelandscreen.co.uk">elsie@northernirelandscreen.co.uk</a>
DDO:	As above

**Part A: Section 75 Annual Progress Report 2012 - 2013****Executive Summary**

- What were the key policy/service developments made by the authority during this reporting period to better promote equality of opportunity and good relations and what outcomes were achieved?

In the early part of the year, Northern Ireland Screen completed an audit of inequalities and developed an equality action plan for inclusion in the new Equality Scheme. The new draft Scheme, which was based closely on the Equality Commission's Model

Scheme, was issued for consultation for a 12 period over the summer. A number of comments were received and these were taken into account in the preparation of the final version of the Scheme which was submitted to the Equality Commission at the end of October.

The new scheme was not approved by the Commission until 24<sup>th</sup> April 2013, so this progress report mainly relates to actions taken under the previous scheme (approved in 2004), the continuing focus of which was the monitoring of policies. Northern Ireland Screen closely monitors 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 just after the end of the year. Northern Ireland Screen is confident that each programme is being operated in a manner which promotes equality of opportunity and good relations. All monitoring reports can be accessed on the Northern Ireland Screen website:

[www.northernirelandscreen.co.uk](http://www.northernirelandscreen.co.uk)

In terms of policy and service developments, the main areas of activity continue to be production and development, Irish and Ulster-Scots languages, education, heritage, exhibition, skills development and training, business development, marketing and information. In 2012-13 Northern Ireland Screen 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 supports the local Irish speaking community and fosters the Irish speaking independent production sector in Northern Ireland by funding a broad range of Irish Language content broadcast on BBC NI, TG4 and RTÉ. The ILBF also funds a range of training initiatives for Irish speakers working in the sector in Northern Ireland;
- the Ulster-Scots Broadcast Fund which was established in 2010 was set up to ensure that the heritage, culture and language of Ulster-Scots is expressed through moving image. The USBF also aims to foster the Ulster-Scots independent production sector in Northern Ireland and to fund high quality Ulster-Scots cultural TV programmes for a Northern Ireland audience;

- three Creative Learning Centres (in Derry/Londonderry, Belfast and Armagh), which support digital creativity programmes for young people, especially those experiencing disadvantage, and professional development for teachers and youth leaders;
- the Digital Film Archive, which is now provided at 20 sites across Northern Ireland and allows free public access to over 70 hours of film footage spanning over 100 years of Northern Ireland history;
- the Digital Film Archive Outreach Programme, which delivers themed presentations to a wide range of community groups and historical societies and schools;
- After School Film Clubs which give pupils and teachers the chance to explore the world of film, with free weekly screenings, online reviewing, industry events and hands-on support.

- 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 2012-13 Northern Ireland Screen will commence implementation of the new Equality Scheme, including the equality action plan.

Actions will include:

- providing training for officers in relation to the new Equality Scheme and revised Disability Action Plan;
- reviewing current monitoring systems, identifying any gaps and taking action to address them;
- evaluating the results arising from the monitoring systems which are already in place;
- attracting greater numbers of applicants from under-represented groups to skills development courses;
- working with exhibition and outreach partners to improve monitoring of those who attend events and identify ways to increase attendance from under-represented groups.

## **New / Revised Equality Schemes**

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

As indicated above, the new Equality Scheme was not approved until after the end of the reporting period. This report therefore applies to the original Equality Scheme approved in March 2004.

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

- Please outline evidence of progress made in developing and meeting *equality and good relations objectives*, performance indicators and targets in corporate and annual operating plans during 2012-13.

The 2012-13 Operating Plan contained various objectives, performance indicators and targets relating to initiatives with equality, good relations and diversity elements. All targets were met or exceeded. Relevant targets included:

### **Creative Learning Centres**

- Continue to develop and monitor an action plan focused on improved outcomes for learners.
- Continue the provision of programmes that focus on creativity and help support the STEM agenda.
- Collaborate on learning programmes with other organisations in the DCAL family.
- Encourage participation from hard to reach and vulnerable groups.
- Develop a suicide awareness communications strategy which will outline how key messages can be delivered through funded organisations including the three creative learning centres.

### **After School Film Clubs**

- Extend into 338 extended services schools across Northern Ireland.

### **Irish Language Broadcast Fund**

- 60 hours of locally produced Irish Language television

content for broadcast in Northern Ireland.

### **Ulster-Scots Broadcast Fund**

- Delivery of 12 additional hours of Ulster-Scots programming in a range of genres focussed on landmark content.
- Reach an initial audience target of 40,000 people in Northern Ireland.
- Contribute positively to the Executive's efforts to promote a shared future and a cohesive society.

### **Digital Film Archive**

- DFA sites to deliver an average of 3 presentations each per annum. (There are currently 20 sites across Northern Ireland.)

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

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

### **Creative Learning Centres**

The Creative Learning Centres support digital creativity programmes aimed at young people and contribute significantly to developing a culture of innovation and creativity in schools and among the youth of Northern Ireland.

### **After School Film Clubs**

After School Film Clubs have been established with the aim of introducing children and young people to the benefits of the world of film and the clubs have considerable potential to contribute to the Executive's efforts to promote a shared future and a cohesive society.

### **Irish Language Broadcast Fund**

The Irish Language Broadcast Fund has had a major impact both economically and culturally and has assisted in promoting good relations between people from Catholic and Protestant community backgrounds.

### **Ulster-Scots Broadcast Fund**

The aim of the Ulster Scots Broadcast Fund is to ensure that the heritage, culture and language of Ulster-Scots is expressed through moving image and to fund high quality Ulster-Scots cultural TV programmes for a Northern Ireland audience. It is designed to have a significant impact on Northern Ireland culture and assist in promoting good relations between people from Catholic and Protestant community backgrounds.

### **Digital Film Archive**

The DFA can now be accessed at 20 sites across Northern Ireland including, museums, arts centres and public libraries, and contributes significantly to the Executive's efforts to promote a shared future and a cohesive society.

The Digital Film Archive Outreach Programme targets older people and young people; since its launch, the programme has delivered 472 presentations to over 16,000 people, reaching audiences that are often particularly hard to reach.

### **Exhibition**

Northern Ireland Screen works with specialist exhibitors and festivals in Northern Ireland to make a significant contribution to film culture, education and training. Festivals often include strands addressing issues relating to diversity, disability and sexual orientation. The Cinemagic festival specially aimed at children and young people and other festivals often feature themes for people in specific age groups.

- Please give examples of changes to policies or practices using **screening or EQIA**, which have resulted in **outcomes or impacts for individuals**. If the change was a result of an EQIA please indicate this and also reference the title of the relevant EQIA.

	<b>Outline changes in policy or practice which have resulted in outcomes</b>	<b>Tick if result of EQIA</b>
Persons of different religious belief		
Persons of different		

political opinion		
Persons of different racial groups		
Persons of different age	<ul style="list-style-type: none"> <li>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.</li> </ul>	✓
Persons with different marital status		
Persons of different sexual orientation		
Men and women generally	<ul style="list-style-type: none"> <li>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.</li> </ul>	✓
Persons with and without a disability	<ul style="list-style-type: none"> <li>Northern Ireland Screen has taken steps to ensure that applicants for posts are aware that alternative formats of documents are available on request.</li> <li>The application form has also been revised to ask candidates to identify any particular needs which might require attention during the selection process.</li> </ul>	 ✓
Persons with and without dependants	<ul style="list-style-type: none"> <li>The terms and conditions statement for employees has been revised to make it clear that changes to working hours may be possible.</li> </ul>	✓
All categories	<ul style="list-style-type: none"> <li>The consideration of equality implications has been effectively mainstreamed into policy/programme development.</li> </ul>	

- Title/s of EQIAs referenced:

Equal Opportunities Policy

## Harassment Policy

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

As indicated above, implementation of the Section 75 action plan will commence in 2013-14.

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

Northern Ireland Screen closely monitors participation in a number of programmes, mainly through the use of equal opportunities monitoring questionnaires. This method continues to provide robust information on the Section 75 profiles of individuals involved in the programmes and a monitoring report is prepared at the end of the year and published on the Northern Ireland Screen website. In previous years monitoring information has indicated an under-representation of disabled applicants and those from Black and Minority Ethnic groups; programmes were therefore specifically targeted at these groups and the number of applicants has increased in each of the last 3 years.

### Section 3: Screening

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

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

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

<b>Title of policy subject to screening</b>	<b>What was the screening decision? E.g. screened in, screened out, mitigation, EQIA...</b>	<b>Were any concerns raised about screening by consultees; including the Commission?</b>	<b>Is policy being subject to EQIA? Yes/No If yes indicate timeline for assessment.</b>
None			

### Section 4: Equality Impact Assessment (EQIA)

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

- EQIA Timetable: April 2012 - March 2013

<b>Title of Policy EQIA</b>	<b>EQIA Stage at end March 2013 (Steps 1-6)</b>	<b>Outline adjustments to policy intended to benefit individuals, and the relevant Section 75 categories due to be affected.</b>
None		

Where the EQIA timetable for 2012-13 (as detailed in the previous annual S75 progress report to the Commission) has not been met, please provide details of the factors responsible for delay and details of the timetable for re-scheduling the EQIA/s in question.

Not applicable.

Ongoing EQIA Monitoring Activities: April 2012 - March 2013

<b>Title of EQIA subject to Stage 7 monitoring</b>	<b>Indicate if differential impacts previously identified have reduced or increased</b>	<b>Indicate if adverse impacts previously identified have reduced or increased</b>
None.		

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

None.

2013-14 EQIA Timetable

<b>Title of EQIAs due to be commenced during April 2013 – March 2014</b>	<b>Revised or New policy?</b>	<b>Please indicate expected timescale of Decision Making stage i.e. Stage 6</b>
None planned but the screening of new policies developed during the year may give rise to the need for additional EQIA.		

**Section 5: Training**

- Please outline training provision during the year associated with the Section 75 Duties/Equality Scheme requirements including types of training provision and conclusions from any training evaluations.

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. The latest training sessions for all staff were held in January and February 2013. The first session focused on the DDA and the revised Disability Action Plan. The second was a S75 refresher course which focused on the action measures to be included in the new Equality Action Plan.

**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 6: Communication**

- Please outline how the authority communicated progress on delivery of the Section 75 Duties during the year and evidence of the impact/success of such activities.

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 been introduced enabling the public to access a wide range of documents through the website including all documents relating to Section 75 duties, such as the annual monitoring report and annual progress report. 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.

## Section 7: Data Collection & Analysis

- Please outline any systems that were established during the year to supplement available statistical and qualitative research or any research undertaken/commissioned to obtain information on the needs and experiences of individuals from the nine categories covered by Section 75, including the needs and experiences of people with multiple identities.

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.) The questions have recently been updated to extend the monitoring of disability and to offer new options under marital status. Current staff have also been requested to provide information about themselves under these eight categories on a voluntary basis from time to time.

Northern Ireland Screen is 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](http://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. Northern Ireland Screen is 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. There has been an encouraging increase in recent years of applications by disabled people and people from black and minority ethnic communities, who were previously under-represented.

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

Northern Ireland Screen found the Monitoring Guide useful in terms of drafting the initial monitoring questionnaires. However, it is now a little out of date and Northern Ireland Screen uses NISRA and ONS guidance on monitoring questions.

### **Section 8: Information Provision, Access to Information and Services**

- Please provide details of any initiatives/steps taken during the year, including take up, to improve access to services including provision of information in accessible formats.

#### **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 have been received since the introduction of the arrangements.

The Northern Ireland Screen website was recently updated 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 9: Complaints**

- Please identify the number of Section 75 related complaints:
  - received and resolved by the authority (including how this was achieved);
  - which were not resolved to the satisfaction of the complainant;
  - which were referred to the Equality Commission.

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

**Section 10: Consultation and Engagement**

- Please provide details of the measures taken to enhance the level of engagement with *individuals* and representative groups during the year.

During the summer of 2012, Northern Ireland Screen consulted with a wide range of organisations on the draft Equality Scheme and Equality Action Plan. The consultation was mainly paper based and detailed responses were received from three organisations (Autism NI, CAJ and Disability Action). The comments made by these organisations were clearly addressed in the final version of the Equality Scheme which was submitted to the Equality Commission.

The consultee list was extensively revised during the development of the new Equality Scheme.

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

Northern Ireland Screen is aware of the Commission's guidance and other best practice publications on consulting with children and young people and endeavours to follow best practice in all dealings with children and young people.

**Section 11: The Good Relations Duty**

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

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 practical ways in which it can be addressed during policy development and screening.

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 2012-13.

**Section 12: Additional Comments**

- Please provide any additional information/comments.

None.

**Part B: 'Disability Duties'**  
**Annual Report 1 April 2012 / 31 March 2013**

Note: In 2011-12 Northern Ireland Screen updated the Disability Action Plan to cover a three year period from 2011-2014 in order to bring the plan in line with the corporate planning cycle. A draft revised plan was issued for consultation in August, September and October 2011 and the responses received were taken into account during the preparation of the final version which was adopted in November 2011. This progress report therefore relates to the actions in the revised action plan.

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

11

Fully  
Achieved

1

Partially  
Achieved

7

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 <sup>1</sup>	Outcomes / Impact <sup>2</sup>
National <sup>3</sup>			
Regional <sup>4</sup>			
Local <sup>5</sup>			

<sup>1</sup> **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

<sup>2</sup> **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

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

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

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

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

	Training Action Measures	Outputs	Outcome / Impact
1	Provide refresher training for all staff to promote awareness and commitment to disability equality. Refresher training to be completed by March 2012 and repeated every two years.	Refresher training provided to all staff in January 2013.	Staff awareness of the disability duties has increased.
2	Update training content to include information on the social and communication barriers faced by people with ASD in accessing public services and facilities.	Included in refresher training course in January 2013.	Staff awareness of the barriers faced by people with ASD 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	Review the accessibility of the Northern Ireland Screen website and explore opportunities to increase accessibility to disabled people.	Annual review of website accessibility.	The website has been updated 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.

4	Notify organisations representing disabled people (by forwarding a copy of the e-zine) of impending training courses, employment opportunities, etc.	A distribution list has been developed and information is now being forwarded.	Monitoring shows that disabled people are applying to participate in Northern Ireland Screen skills development schemes.
5	Raise awareness among staff of the need to increase the number of relevant positive images of disabled people in future publications and ensure that such images are gathered and held on file.	Awareness raising undertaken as part of refresher training in 2013. Images are being gathered where available.	Increasing use of images of disabled people.

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
6	Review the locations where public events are held and ensure that they are fully accessible to disabled people.	Initial review was completed by March 2012. Access to new venues now being considered as occasions arise.	Very little change as all venues used in the past are fully accessible.
7	Ensure that a signer is available at public events, where appropriate.	Staff made aware of the need to consider the provision of a signer at public events as part of the refresher training in 2013.	Staff awareness of the use of BSL and ISL in Northern Ireland has increased.
8	Raise awareness among staff of the need to provide information on parking for disabled people when planning public events.	Staff made aware of the need to consider the provision of such information as part of the refresher training in 2013.	Staff awareness of access issues has increased.
9	Include emergency evacuation procedures in relation to disabled people in Health and Safety training, equality / disability training and Induction training.	Training modules updated during last reporting period.	Staff awareness of evacuation procedures has increased.
10	Review visual signage at the Northern Ireland Screen offices.	Review completed during last reporting period.	Signage at the entrance to the main offices has been improved.

11	Review all monitoring procedures to ensure that information about disabled people is captured accurately and in sufficient detail.	The standard monitoring questionnaire was updated in April 2012 to capture more information about disabled people and types of disability.	Additional information will be available in future years to assist in the planning of skills development schemes.
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### 3. Please outline what action measures have been **partly achieved** as follows:

	Action Measures partly achieved	Milestones <sup>6</sup> / Outputs	Outcomes/Impacts	Reasons not fully achieved
1	Consider the application of Plain English to Northern Ireland Screen public documents.	Initial review to be completed by March 2012. Standard to be applied to new documents as they are developed.	Initial review completed.	No new documents developed in 2012-13.

<sup>6</sup> **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved.

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

	Action Measures not met	Reasons
1	Provide disability equality training to all Board Members as part of their induction.	No new Board Members were appointed in this reporting period. (NB. Updated equality briefing notes were developed for new Board Members appointed in February 2012.)
2	Engage with specialist disability organisations to determine the range of training and support the organisations can provide to Northern Ireland Screen when specific training is required for either an individual with a disability or the colleagues of the individual with the disability.	The range of support available was established by the end of the previous reporting period, but there has been no occasion to call upon it in 2012-13.
3	Explore options for additional training for front-line staff, e.g. level one Certificate in British Sign Language (BSL) or Irish Sign Language (ISL). Investigate options by March 2012. Train one member of staff per year and monitor number of occasions when sign language is used.	Options were investigated but no further action has been taken in respect of staff training. The Receptionist has already been trained in BSL and the monitoring has shown that there has been no occasion for staff to use either BSL or ISL during the reporting period.
4	Review induction materials to ensure they emphasise the requirements of positive disability duties. Complete review by March 2012 and update as required.	The review was completed in the last reporting period. No update has been required in 2012-13.
5	Ensure all reasonable adjustments for staff are completed in a timely manner and are appropriately monitored.	No adjustments were required during this reporting period.

6	Consider the possibility of establishing a work experience placement for a disabled person. Complete feasibility study by March 2012 and, if possible, establish work placement in April 2012.	It has not yet been possible to pursue this initiative because of cuts to the operating budget.
7	Review and update the list of consultees who are consulted on disability issues.	The list of consultees was updated in the last reporting period. It has not been necessary to further update it during 2012-13.

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.

Please delete: ~~Yes~~ / 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 – we will continue to implement the current plan.