

EQUALITY COMMISSION FOR NORTHERN IRELAND

Public Authority Progress Report 2005 - 2006

Template to assist Public Authorities to report on implementation of the equality and good relations duties under Section 75 of the NI Act 1998

The information required from public authorities will be based on the period from **1 April 2005 to 31 March 2006**.

Please ensure that it is submitted to the Commission by **31 August 2006**, electronically (by completing this template) and in writing, with a signed cover letter from the Chief Executive or, in his/her absence, the Deputy Chief Executive.

This year's progress report template is significantly different from earlier guidance, reflecting the work that many authorities will be undertaking on their five year review of equality schemes. It is important that the authority reports on what it views as being relevant in terms of progress made on the implementation of the statutory duties from April 2005 to March 2006.

Please enter information at the end of each Section in the template.

Name of public authority (Enter details below)

BELFAST CITY COUNCIL

Equality Officer name and contact details (Enter details below)

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Section 1: Strategic Implementation of the Section 75 Duties

- Outline evidence of progress made in developing equality and good relations objectives, performance indicators and targets in corporate and annual operating plans during 2005-06. Your response should include any targets for 2006-07.
 - Please provide details of the **direct** resourcing of Section 75 work during 2005–06. This should include staff appointed/directed (*not names*) and details of any budget allocation, to specifically deliver equality scheme commitments.
- 1.1 At its meeting on the 2nd January 2001, the Council agreed to adopt Good Relations as its fourth Corporate Strategic Objective, demonstrating its commitment towards its Section 75 duties. The three other Corporate Strategic Objectives were Civic Leadership, Best Value and Sustainable Development.
 - 1.2 The Council's four Corporate Strategic Objectives, as defined in its Corporate Plan, shape the future direction of all its services. All Departments are required to include within their annual Departmental Business Plans the actions they intend to take which support and help to achieve the Corporate Strategic Objectives.
 - 1.3 The Council has established an Inter-Departmental Working Group of officers and a cross-party Steering Panel of Members and external representatives to implement the Good Relations Strategy. This Strategy encompasses all of the work the Council proposes to carry out in the areas of equality, cultural diversity and community relations.
 - 1.4 The Good Relations Strategy is based on the following principles:
 - to promote equality of opportunity in the discharge of the Council's responsibilities, taking into account the needs of persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation, of men and women generally, of persons with a disability and persons without and of person with dependants and persons without
 - to promote tolerance and understanding throughout the City by providing support, including the equitable use of available budgets, for appropriate initiatives which celebrate the cultural diversity of Belfast
 - to promote good relations between people of different religious and political beliefs and different racial groups in every aspect of Council activities
 - to use the Council's influence as a democratically elected body to promote good relations throughout society.

TABLE 1 - ENCOURAGING AND SUPPORTING GOOD RELATIONS AND PROMOTING FAIR TREATMENT, UNDERSTANDING AND RESPECT FOR PEOPLE OF ALL CULTURES

WHAT WE WILL DO TO ACHIEVE THIS DURING 2005/6:	HOW WE WILL MEASURE SUCCESS IN 2005/6	OUTCOMES
<p>Review the current management arrangements for ensuring maximum effectiveness of the good relations strategy.</p> <p>Implement the good relations training strategy throughout the Council.</p> <p>Implement the recommendations of the Morrissey report, commissioned in partnership with the Community Relations Council.</p>	<ul style="list-style-type: none"> ▪ Review the membership, remit and purpose of the Good Relations Steering Panel and Good Relations Working Group following the local government elections of May 2005. ▪ Develop and deliver awareness training for new Members post-May 05. ▪ Implement awareness training for appropriate staff during spring/summer 2005. <p>In March 2006:</p> <ul style="list-style-type: none"> ▪ Revise grant aid funding in light of issues identified in the Morrissey report. ▪ Develop a co-ordinated Council approach to interface areas. ▪ In partnership with the LSP and other appropriate external agencies, identify best practice and develop a programme in relation to conflict management and resolution. 	<p>We reviewed the Good Relations Steering Panel membership and it is now in place.</p> <p>Completed</p> <p>One-2-One development plans. Completed.</p> <p>Recommendations of the Morrissey Report have been implemented</p> <p>We are holding inter-departmental working group meetings regarding interface regeneration.</p> <p>Exploring LSP – being investigated.</p>
<p>Continue to develop and deliver a Good Relations programme to reflect the cultural composition of Belfast.</p>	<p>In March 2006, Good Relations programme to include:</p> <ul style="list-style-type: none"> ▪ Recognition of events of international significance. ▪ Organisation of events to denote the contribution of various communities in City. ▪ Support for appropriate external requests for such events. 	<p>We have hosted events in remembrance of the Holocaust, the Somme and VE & VJ Day.</p> <p>We have held various cultural diversity events.</p> <p>Providing Grant Aid for Cultural Diversity projects.</p>
<p>Review Equality Scheme.</p>	<ul style="list-style-type: none"> ▪ Review by Dec 2005 in accordance with any appropriate Equality Commission Northern Ireland guidance. 	<p>Completed</p>

TABLE 1 - ENCOURAGING AND SUPPORTING GOOD RELATIONS AND PROMOTING FAIR TREATMENT, UNDERSTANDING AND RESPECT FOR PEOPLE OF ALL CULTURES

WHAT WE WILL DO TO ACHIEVE THIS DURING 2005/6:	HOW WE WILL MEASURE SUCCESS IN 2005/6	OUTCOMES
<p>Continue to mainstream equality issues within the Council and in partnership with others within the City.</p>	<ul style="list-style-type: none"> ▪ Deliver assistance and support to Departments in relation to screening, consultation and policy development – ongoing to March 2006. ▪ Consolidate Council Consultation Panel, to meet at least twice by March 2006. ▪ Develop, by March 2006, appropriate internal and external monitoring systems incorporating equality considerations. ▪ Establish, by March 2006, corporate guidance for New Targeting Social Need / Promoting Social Inclusion. 	<p>Continued to support departments in all equality matters.</p> <p>Consultative Forum established</p> <p>Internal Monitoring completed</p> <p>Ongoing 06/07</p>
<p>Continue to undertake initiatives to develop and promote a more representative workforce.</p>	<ul style="list-style-type: none"> ▪ Develop, by March 2006, internal employee and external forums to discuss issues relevant to employment in BCC. 	<p>Ongoing 06/07</p>

1.5 Outline evidence of progress made in developing equality and good relations objectives, performance indicators and targets for inclusion in corporate and annual operating plans during 2005-06.

FUTURE POSITION		
TABLE 2 RESPONSIBILITY:	ENCOURAGING AND SUPPORTING GOOD RELATIONS AND PROMOTING FAIR TREATMENT, UNDERSTANDING AND RESPECT FOR PEOPLE OF ALL CULTURES	
WHAT WE ACHIEVED BY 2006	WHAT WE ACHIEVED THIS DURING 2005/6:	HOW WE WILL MEASURE SUCCESS IN 2005/6
<p>The Council will support the principles of equity, diversity and interdependence and aims to mainstream these concepts into all its activities, policies, structures and procedures. We will also work in partnership with other agencies to promote and encourage good community relations.</p>	Review the current management arrangements for ensuring maximum effectiveness of the good relations strategy.	<ul style="list-style-type: none"> ▪ Review the membership, remit and purpose of the Good Relations Steering Panel and Good Relations Working Group following the local government elections of May 2005.
	Implement the good relations training strategy throughout the Council.	<ul style="list-style-type: none"> ▪ Develop and deliver awareness training for new Members post-May 05. ▪ Implement awareness training for appropriate staff during spring/summer 2005.
	Implement the recommendations of the Morrissey report, commissioned in partnership with the Community Relations Council.	<p>By March 2006:</p> <ul style="list-style-type: none"> ▪ Revise grant aid funding in light of issues identified in the Morrissey report. ▪ Develop a co-ordinated Council approach to interface areas. ▪ In partnership with the LSP and other appropriate external agencies, identify best practice and develop a programme in relation to conflict management and resolution.
	Continue to develop and deliver a Good Relations programme to reflect the cultural composition of Belfast.	<p>By March 2006, Good Relations programme to include:</p> <ul style="list-style-type: none"> ▪ Recognition of events of international significance. ▪ Organisation of events to denote the contribution of various communities in City. ▪ Support for appropriate external requests for such events.
<p>The Council will support the principles of equity, diversity and interdependence and aims to mainstream these concepts into all its activities, policies, structures and procedures. We will also work in partnership with other agencies to promote and encourage good community relations.</p>	Contribute to the organisation of Council commemorative events.	<ul style="list-style-type: none"> ▪ Host, by March 2006, commemorative events, to include: <ul style="list-style-type: none"> ▪ 60th anniversary of WW II in 2005. ▪ additional Civic Commemoration Ceremony. ▪ Capital Celebrations/City Hall Centenary 2005/6.
	Review Equality Scheme.	<ul style="list-style-type: none"> ▪ Review by Dec 2005 in accordance with any appropriate Equality Commission Northern Ireland guidance.
	Continue to mainstream equality issues within the Council and in partnership with others within the City.	<ul style="list-style-type: none"> ▪ Deliver assistance and support to Departments in relation to screening, consultation and policy development – ongoing to March 2006. ▪ Consolidate Council Consultation Panel, to meet at least twice by March 2006. ▪ Develop, by March 2006, appropriate internal and external monitoring systems incorporating equality considerations. ▪ Establish, by March 2006, corporate guidance for New Targeting Social Need / Promoting Social Inclusion.
	Continue to undertake initiatives to develop and promote a more representative workforce.	<ul style="list-style-type: none"> ▪ Develop, by March 2006, internal employee and external forums to discuss issues relevant to employment in BCC.

1.6 Please provide details of the **direct** resourcing of Section 75 work during 2005–06. This should include staff appointed/directed (*not names*) and details of any budget allocation, to specifically deliver equality scheme commitments

The salary range for the post of Equality Officer for the period of 2005/06 was £33,984-36,402.

The estimated combined additional supporting staff costs for the 2005/06 was in the region of £11,600.

Overall Total: £51771.47-£54189.47

Section 2: Screening & Equality Impact Assessment (EQIA)

- 2a) If a Screening Report has not yet been submitted to the Commission please advise us on the current position with regard to producing this report and forwarding to the Commission.

A screening report has been forwarded to the Equality Commission

- 2b) If a Screening Report and EQIA Timetable has **previously been submitted** to the Commission please provide an update (**using the matrices in Appendix A**) of policies subject to EQIA during 2005-06, new/proposed/revised policies screened during 2005-06, ongoing EQIA monitoring activities and 2006-07 EQIA timetable.

Section 3: Training

- Outline staff and Management Board/Committee training during 2005-06 associated with the Section 75 duties/Equality Scheme requirements (Provide details of types of training provision e.g. general awareness raising, specialist training on EQIA, Screening and Consultation). Provide a summary of any training evaluations and comments on the benefits of such training.
- 3.1 Belfast City Council has expended considerable efforts and resources in developing a five year training plan and strategy in consultation with representatives from both Section 75 groups and employees of the Council.
- 3.2 The Council's Equality Scheme Training Strategy (ESTS) was introduced to support the delivery of the Council's Equality Scheme and contributes to the achievement of the Council's corporate objectives.
- 3.3 The ESTS commenced in June 2000 and concluded in June 2005. The ESTS was based around 16 key components which clearly defined training and development activities for each of the 5 years of the strategy. Details of the 16 key components and examples of associated training and development activities undertaken during the five year period are listed below;
- Equality Awareness Programme
 - New Employee Induction Programme - with Equality dimension built in
 - Equality Videos
 - Managing Equality
 - Leading for Equality
 - Equality and Governance
 - Recruitment and Selection
 - Customer Care and Equality
 - Training the Trainers
 - Specialist Programmes
 - Service Improvement
 - Seminars and Events

- Equality Resource Bank
- Evaluating Equality Outcomes
- Capacity Building for Equality
- Affirmative Action Skills Enhancement Programmes for employees who are members of under-represented groups.

- 3.4 Key milestones of training and development activity were set on an annual basis and these were evaluated to ensure progress of the strategy. Regular reporting on progress of the strategy was provided to the Chief Officers' Management Team, the Policy and Resources Committee and the Equality Commission. All key components of the ESTS have been addressed during the delivery of the strategy and any outstanding or future activity will be incorporated into the Good Relations Learning & Development Strategy.
- 3.5 An inter-Departmental Equality Training Sub-Group was established in 2001 to implement the training plan. This Sub-Group reported to the Good Relations Working Group, which provided regular reports to the Chief Officers' Management Team and Policy and Resources Committee.
- 3.6 The ESTS was evaluated in year 5. Appendix 4 indicates the key components and examples of completed training and development activities completed over a five year period.
- 3.7 The induction programme for newly appointed employees has been revised to include an equality and good relations module. This training is compulsory for all new staff and is identified as awareness raising in our equality training strategy. In the period 1/4/05 to 31/3/06 there were 17 Equal Opportunities Induction courses delivered with 182 participants in total.
- 3.8 The Equality Training Strategy is now complete and a new five year training schedule incorporating Equality and Good Relations is being prepared for the next five year period 2006/2011.

Section 4: Communication

- Provide details of how the authority communicated progress on delivery of the statutory duties during 2005-06.
 - Provide details of any review of communication activities during the year to ensure effective communication on progressing the statutory duties.
- 4.1 The work of the Good Relations Unit which comprises both Equality and Good Relations work is directed by the interdepartmental working group the Good Relations Working Group (GRWG). The GRWG meets every two months. The GRWG monitors budgets and work plans, and advances policy. In addition a Good Relations Steering Panel comprised of Councillors and representatives of the main Churches, Trade Unions, the CRC, the business sector and the minority ethnic groups meets monthly.
 - 4.2 The Equality Officer and Good Relations Officers report on the progress of the implementation of Section 75 at a more strategic level on a quarterly basis to the Good Relations Working Group, Good Relations Steering Panel, and Chief Officers' Management Team. These reports reflect progress against the detailed action/work plans.
 - 4.3 These progress reports are also submitted to the meetings of the Policy and Resources Committee on a quarterly basis before adoption by full Council. The minutes of these meetings are available to the public via public libraries, the Council's website and at City Hall.
 - 4.4 The Chief Executive was called upon regularly to deliver talks on the Council's work on good relations and related equality issues. His willingness to contribute to these seminars, conferences and events, both internal and external, highlights a commitment to equality at the highest level of the Council's business.
 - 4.5 On occasions the Good Relations Unit staff are interviewed by external agencies in relation to the Council's Equality and Good Relations work. As evidenced by the Corporate Plan, the Council is committed to civic leadership and promoting equality and good relations.
 - 4.6 Opportunities are taken where possible, to communicate the Council's commitment to equality and good relations. These include speeches given by the Lord Mayor and Chairmen of Committees and Sub-Committees and introductions to the Council's public documents such as the Corporate Plan. On a more informal basis, the Equality Officer and Good Relations Team give advice to various Departments on a range of issues.
 - 4.7 Internal Council newsletters are used as a vehicle to provide up-dates to inform employees of equality/good relations developments and future issues. The website is continually updated on equality matters.
 - 4.8 The external Council newsletter – City Matters – includes articles and up-dates to inform the wider population about developments in the field of equality and good relations.

- 4.9 The statutory duty is maintained in relation to communicating with our consultees on the AA list. We consult with user groups, targeted stakeholders and Section 75 groups in the early stages of development of new policies, service reviews or changes to our original EQIA schedule. The screening decisions are consulted through a report to the AA list, focus groups and on our website.
- 4.10 The Council received comments concerning our new and developing policies from the consultees.
- 4.11 The external communication of the authority's commitment to the statutory duties and communicating progress on statutory duties has been enhanced with the creation of the Consultative Forum.
- 4.12 The Lord Mayor's Office was in frequent dialogue with the staff from the Unit on a range of issues relating to equality and good relations. The Lord Mayor hosted a variety of events during the year including, a celebratory event for Shopmobility, support for the Elder Abuse Campaign for Help the Aged and attended a wide range of events for disability and ethnic minority groups.

Provide details of any review of communication activities to ensure effective communication on progressing the statutory duties.

- 4.13 The staff in the Good Relations Unit attend many lectures, seminars and conferences throughout the year and actively seek to develop our service. Every year as part of our business planning cycle we debate and reflect on how we meet performance targets. Every year we discuss the effective and the less effective methods of communication, the most notable outcome of this process was the Consultative Forum.
- 4.14 A Youth Forum has been established in the Council. Thirty Six young people from across the city will act as a Shadow Youth Council. This is a great opportunity to consult with young people on an on going basis.

Section 5: Data Collection & Analysis

- Describe any systems that were established during 2005-06 to supplement available statistical and qualitative research, including consideration given to using internal organisational data and external networks.
 - Describe any systems established during the year to monitor the future adverse impact of policies that were subject to EQIA.
 - Detail any research undertaken/commissioned during 2005-06 to obtain data/information relating to the nine equality categories.
- 5.1 Considerable statistical information is held centrally within the Council e.g. the Baseline Profile of Belfast, which is up-dated annually and used in the development of the Council's Corporate Planning process.

- 5.2 The Council carries out a major Public Consultation exercise regularly and included a sample boost in its 2004 survey to ensure that they were representative of all nine groups defined in the equality legislation. The results of this survey are used to inform and direct the Council's Corporate Plan. Other external data is also used to inform the development of both policy and procedure within the Council. These include the Census, workforce profiles, customer surveys and focus groups.
- 5.3 We host a consultation exercise every year with organisations representing people with disabilities. During the year We launched the disability strategy and an action plan. very successful consultation exercise was carried out in for all consultees on issues related to the Council's approach to disability issues. The meeting was well attended and well received by a large group of representatives from organisations addressing disability, along with relevant Council staff. This has since become an annual event. The major outcome of this event has been the development of a disability strategy.
- 5.4 Each Department conducts appropriate surveys and focus groups related to their own requirements. Each section retains this information departmentally.

Describe any systems established to monitor the future adverse impact of policies that have been equality impact assessed.

- 5.5 All EQIAs have reached stage 7. The monitoring and evaluation reports are updated annually. The Council monitors uptake of services as part of its normal procedure but details and standards vary. Consultation with service users is also common with many services having user forums, customer panels etc.
- 5.6 The Council has developed comprehensive monitoring systems for all employees.
- 5.7 The Council monitors completed EQIAs to ensure compliance with their findings. These meetings are held annually. EQIA Stage 7 reports are complete.

Section 6: Information Provision, Access to Information and Services

- Outline what action has been taken during 2005-06 to develop arrangements for the provision of information in accessible formats.
 - Detail any initiatives/steps taken to improve access to services.
- 6.1 The Council is committed to providing information in alternative formats as stated in its Equality Scheme. Links have been made and arrangements are in place with key agencies and organisations to produce work in alternative formats and languages as required.
- 6.2 The Equality Officer has had a series of informal discussions with representatives of Section 75 categories addressing information provision and access to services.
- 6.3 The Equality Officer is a member of the DDA Group specifically to progress the equality agenda. The Council has adopted the BS 8300 standard in relation to compliance with the DDA Act 1995.

- 6.4 The DDA group registered with Disability Action Business Support Scheme. The Business Support Scheme is a partnership between companies and Disability Action in their approach towards good practice on disability issues. The aim of the scheme is to encourage companies to be forward thinking in their approach to disability issues within the workplace, to improve their services for people with disabilities and to acknowledge their efforts. Disability Action has presented the Council with the Employment Support Scheme Award. This award commends the Council for work in relation to Communication, Access, Training, Policy and Procedures and Marketing Initiatives.
- 6.5 The DDA group launched the Disability Strategy in the City Hall on 5th October 2005. The strategy highlights the work completed to date, the achievements and the future plans. is developing an Access Strategy for the Council. This strategy is the main vehicle for reviewing and updating all areas of disability access to Council goods, services and facilities.
- 6.6 A signage group has been established as a sub group of the DDA group. This group is concentrating on all types of way finding and signage for the Council in an attempt to be innovative and proactive.
- 6.7 All Departments have been requested to include the Council's textphone number on their stationery and other publications where their phone number is included.
- 6.8 All the Council's major public documents – e.g. the Corporate Plan, City Matters, EQIA Executive Summaries – can be made available in alternative formats on request, i.e. in other languages, in disc or audio cassette, large print or in Braille.
- 6.9 Signers have been employed at focus group meetings, seminars, interviews and launches as appropriate.
- 6.10 The Council is committed to increasing our representation of people with disabilities in the workforce. It has successfully implemented the Disability Strategy – action plan for 2005-2006 and has facilitated at least 32 work experience placements. Development work is ongoing.
- 6.11 The Human Resource team is continuing to develop community outreach initiatives to increase participation of women in non traditional roles. The team has visited both boys' and girls' schools in relation to the craft apprenticeship scheme and sent mail-shots to all schools within the Belfast Education and Library Board in relation to the gardening apprenticeship scheme. Belfast City Council has also achieved the Opportunity Now 'Gold' standard in respect of gender equality.
- 6.12 The Council is the lead partner in an EU funded project known as the WINS (Women into Non Traditional Roles) project. The aim of this project is to attract women from across all sectors to consider non traditional work. The work is ongoing.

- 6.13 The Human Resources team has attended meetings with ethnic minority groups to improve networks and relationships in a bid to increase our representative of ethnic minorities in our workforce.
- 6.14 The Council is aware of the need to develop more robust monitoring systems. To this end we are committed to improve our monitoring systems. A comprehensive monitoring system to monitor our employees across all the Section 75 groups. It is intended that the outcome of this monitoring process will enable us to improve access to our services both internally and externally.
- 6.15 The Council is aware of the growing population of people who are new to and living and working in Belfast. A welcome pack outlining contact details for services and signposting to other key agencies in the city is being developed and will be launched in 2006/07.

Section 7: Complaints

- Identify, during 2005-06, the number of Section 75 complaints:
 - received by the authority;
 - resolved by the authority;
 - which were not resolved to the satisfaction of the complainant; and
 - which were referred to the Equality Commission.

No complaints were received during 2005-06

Section 8: Scheme Timetable

- Provide an update of your equality scheme implementation timetable (covering all the scheme commitments), identifying any changes since your previous report. Please detail any planned actions outstanding.

Please see appendices

SCHEME TIMETABLE

EQIA Schedule Revised (Year 3) (June 03/04)

		New Policies to be Screened
Parks & Amenities (& Contract Services)	Scale of charges	Now part of the Open Space Strategy currently being developed
	Public access to the countryside	As above
	Planning of open space	As above
	Strategy for the provision of playgrounds	As above
	Zoological Gardens customer care	As above
Capital Works/Procurement	Supplier charter	Development of a new procurement policy currently ongoing
Waste Management (& Contract Services)	Public conveniences – provision and maintenance	Service review on public conveniences currently ongoing
	Recycling Centres	New Waste management Strategy being developed
	Charge for wheeled dustbins	As above
	Refuse collection specification and monitoring	As above

EQIA Schedule Revised (Year 4) (June 04/05)

		New Policies to be Screened
HR/Employee Relations	Premature retirement	Already conducted EQIA year 2
Leisure Services (& Contact Services)	Leisure centres specification and monitoring	No longer applicable due to internal restructuring
	Provision of events and sports development	New Sports Development Strategy being developed
Business Improvement	Best Value Strategy	Adopted the government guidelines which have already been equality assessed
Chief Executive's	Equality Scheme	Due for Revision in Year 5
	Admission of public to Council meetings	Re-screened Screened Out
	Receiving deputations at Committee meetings	Re-screened Screened Out
Consumer Protection	Provision of consumer advice	Re-screened Screened Out
	Charging for training	Re-screened Screened Out
	Home safety (promotion)	Re-screened Screened Out
	Home safety check scheme	Re-screened Screened Out
Building Control	Street names in a language other than English	Re-screened Screened out
Health Protection	Procedure for investigating complaints relating to illegal eviction and harassment	Re-screened Screened Out
	Provision of free pest control service to individuals in receipt of certain benefits	Re-screened Screened Out

New Policies

**Screening Outcome
Belfast City Council**

SCREENING of POLICIES in ACCORDANCE with SECTION 75 of the NORTHERN IRELAND ACT 1989

OUTCOME OF POLICIES SCREENED DURING PERIOD 1 OCTOBER 2003 – 31 MARCH 2004

Policy	Policy aim	Brief description	Screening outcome
Review of Civic Amenity Site Operational Requirements	To provide recycling/civic amenity site facilities which are more suited to customers needs	A review of civic amenity site operational requirements will include a review of site locations and functions; opening hours; staffing; duties and responsibilities and site security.	EQIA carried out by Arc 21 and Equality Considerations built into new Waste Management Strategy in development Equality Considerations have been met. Screened Out.

Policy	Policy aim	Brief description	Screening outcome
Belfast Waterfront Hall Art, Education and Community Development Strategy	To increase Access for All	Main Blueprint Ideology Subsequent Policies	Screened Out
Capital City	Belfast City Council Development Agenda for Next Four Year	Help Belfast Becoming Better and Assist Regeneration in the City	Screened Out
Conference Subvention Policy	Provision of Financial Support to attract National and International Conferences to Belfast	Promotion of Belfast	Screened Out
Cultural Tourism Strategy	Develop Cultural Tourism	Developing Partnerships and Projects between Tourism and Cultural Sectors	Screened Out
Pedestrian Signage Scheme	Pedestrian Signage Scheme	To Install a series of Pedestrian Signs in City Centre	Screened Out
Major Civic and Public Events	Delivery Management of Public and Civic Leadership Events	Civic Leadership and Improving the Quality of Life	Screened Out
Community Support Plan	To develop Belfast City Council's Community Support Plan	Outlines the role Belfast City Council can play in addressing needs of community and voluntary sector and proactively form partnerships with other agencies	Screened out

Recent Consultation Documents

The policies listed below were consulted upon in January 05

- Equality Consultative Forum
- Community Safety
- Leisure Centres Pricing Policy
- Capital Celebrations
- Sports Development Strategy

- Public Conveniences service review
- Waste Management Strategy
- Parks and Open Spaces

The policies listed below are policies proceeding to the pre consultation phase

- Procurement Strategy
- *Home Safety Strategy
- Review of Pest Control Service
- Updating and reviewing procedure for dealing with complaints relating to illegal eviction and harassment
- Leisure Centre Disability Summer Scheme review
- Partnership with Health trusts on exercise referral schemes
- Review of summer schemes as a result of consultation with participants(young people)

* The Home Safety Strategy was screened out and was consulted upon. Comments arising from the consultation process have resulted in a need to review this area of work. The Council is awaiting the new DHSSPS Home Strategy before proceeding.

Section 9: Consultation, Participation and Engagement

- Provide details of the processes adopted to engage with representative groups during 2005-06.
 - Outline measures taken to enhance the level of engagement that were successful and unsuccessful.
- 9.1 The Council is committed to effective consultation and conducts its consultation in accordance with the guidelines set out in the Council's Equality Scheme which contains over 200 groups and organisations on the AA list with whom the Council consults during the EQIA Process.
- 9.2 Consultation with Section 75 groups is a major element of the Council's commitment to the equality agenda. In addition some Belfast City Council departments and services are now using a collaborative process with the Section 75 groups and other affected groups to inform and develop new Council policies. For example, in the recent Public Consultation Exercise, conducted every two years, a number of focus groups comprised members of the nine equality categories.
- 9.3 The Council has developed its own set of Consultation Guidelines, informed by a consultation exercise with Section 75 groups to determine how they wished to be consulted. The Council continues to conduct consultation in accordance with the guidelines. The major methods of engaging with Section 75 groups include focus groups, stakeholders groups, section 75 group panel, disability organisations, youth organisations and surveys.
- 9.4 Final EQIA documents were consulted on in relation to all of the EQIA's conducted during the period i.e.
- Human Resource (premature retirement, recruitment and selection)
 - Access Policy
 - Flying of the Union Flag
 - Grant Aid for Community Organisations
 - Culture & Arts Funding
- 9.5 A group of Equality Officers from District Councils continues to meet to discuss relevant equality matters.
- 9.6 Unfortunately many of the groups with whom we consult have expressed their concern at the number of requests being made to them by public authorities. Consultation processes in general included face to face meetings, focus groups and documentation circulation. Section 75 groups report that they do not have the financial resources, time and staff to meet this growing demand.
- 9.7 In order to address and meet this growing challenge the Council established a Consultative Forum for Belfast City Council. Council is aware that Consultative Forums are not a substitute for other forms of consultation and are merely part of the overall process which must include wider consultation and the use of focus groups for specialist issues.

- 9.8 The Equality Officer created an equality reporting procedure to mainstream equality at the heart of the Council's decision making process. Every report presented to Council must enclose an equality statement in relation to the screening procedure. This has led to a greater appreciation of the equality agenda and embedding in the general work structure and practices of council officers an increased consultation mechanism in the early stage of policy development.
- 9.9 The Chief Executives' Group representing Belfast City Council, Northern Ireland Housing Executive, Eastern Health & Social Services Board, North & West Belfast Health and Social Services Trust, South & East Belfast Health & Social Services Trust, Belfast Education and Library Board, Belfast Institute of Further and Higher Education requested their respective equality officers to organise a joint consultation event. The joint consultation event was held on 5th October 2004 and the main topics to be discussed were monitoring and consultation fatigue. The Joint Panel engaged section 75 groups to conduct the process. This was an excellent example of participation and engaging meaningfully with the section 75 groups.
- 9.10 Every year the Disability Group in the Council organises a focus group meeting with organisations representing disability, to discuss progress. This is extremely effective consultation mechanism.
- 9.11 Lunchtime seminars were an effective discussion mechanism for improved employment practice.
- 9.12 The most effective methods of consultation involve face to face contact with the Section 75 groups, targeted focus groups and building relationship with key people in the relevant Sections 75 sectors. The Consultative Forum is very new and is welcomed by the Council departments as an excellent method of communication and consultation. The least effective method of consultation was advertising in the press for public meetings.

Section 10: The Good Relations Duty

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

- 10.1 The Good Relations Unit produces a quarterly report detailing the work of the Unit, which is forwarded to the Chief Officers' Management Team, the Good Relations Steering Panel and the Policy & Resources Committee of the Council.

- 10.2. At the August meeting of the Good Relations Steering Panel, the Good Relations Unit made a presentation on its work including equality, good relations and cultural diversity. "Promoting Good Relations" is a corporate initiative and since this was the first full meeting of the Steering Panel since the election of the new Council in May 2005, the presentation/briefing was part of the wider Members' Induction package and was open to all Members of Council. An additional ten Members of Council attended this briefing.

Good Relations Grant Aid Fund

- 10.3 The Steering Panel approved grant-aid funding of £260,120 in the financial year April 2005 – March 2006, meaning that the unit met its target of allocating 100% of its grant-aid budget.

Anne Frank Exhibition

- 10.4 The Anne Frank exhibition was held in the Waterfront Hall in April 2005, to mark the 60th anniversary of the liberation of Bergen-Belsen, in which regiments from N Ireland played a prominent part. Guided tours of the exhibition were offered and taken up by 44 groups who had pre-booked tours through the Belfast Welcome Centre. The exhibition was very well attended, with approximately 850 people attending as part of a tour group and approximately 400 people viewing the exhibition themselves.

Philippine Independence Day Celebrations

- 10.5 On Sunday 12th June, an event celebrating Philippine Independence day was held at the City Hall. This event had received grant-aid from the Good Relations Fund and included traditional games, food, music and talks about Filipino history. Groups from all traditions and cultures were invited, as well as members of the Filipino community and over 400 people attended the event, which was opened by the Lord Mayor.

Irish Language Voice Mail Service

- 10.6 In line with its obligations under the European Charter for Regional or Minority Languages, the Council introduced an Irish language voice mail service in May 2005. Customers contacting the central switchboard indicating that they wish to conduct business in Irish are offered the option of being transferred to the Irish voicemail. This is monitored regularly by staff in the Good Relations Unit, with messages received forwarded to DCAL for translation.

Communication of Good Relations principles and strategy

- 10.7 The Good Relations Manager was invited to make a presentation on the Council's approach to good relations to the Diversity Board of the Department of Enterprise, Trade and Investment (DETI). Officers from the Good Relations Unit made a presentation to the Policy Officers Group within the Council on the 'Shared Future' strategy and its implications for local government. Officers from the Unit continued to take part in various internal working groups including the 60th anniversary of VE/VJ Day, Celebrate Belfast and the City Hall Centenary 2006.

Parades

- 10.8 The Good Relations Steering Panel held a couple of meetings during the year to discuss the contentious issue of parade, given their significant impact on the state of good relations in the city. These meetings will be facilitated by Dr. Duncan Morrow from the Community Relations Council.

Belfast Remembers

- 10.9 The Good Relations Unit organised an additional civic commemoration ceremony, entitled 'Belfast Remembers' which commemorated those from Belfast who served and those who died in the two world wars, was held on 19th September. The event was held in the Banqueting Hall of the City Hall, with exhibitions and artefacts on loan from the Linenhall Library, Central Library and the Somme Heritage Centre. The event also included music and readings. There was a specially commissioned backdrop for the stage and approximately 20 images of scenes from I and II World Wars were shown. Evaluation forms were distributed and feedback was good.

The Black Out Show

- 10.10 As part of the Council's 60th Anniversary of VE/VJ Day, the Council agreed to support an event, 'The Black Out Show', which denoted the experiences of Belfast citizens during the war years and recreated a typical 1940s radio variety show with songs, sketches and news items of the time. The event, supported by the Good Relations Unit, was held in the Banqueting Hall from Tuesday 20th until Saturday 24th September and was organised by Red Lead Arts. The event was publicised in *City Matters* and in the Council's VE/VJ 60th Anniversary literature and was free to the public; it received good media coverage and was very well attended.

Study visit to Amsterdam

- 10.11 Belfast City Council was invited by Mediation Northern Ireland to take part in a joint exchange visit to Amsterdam along with members of Newry's Good Relation Forum in order to explore and build relationships between two cities emerging from a period of protracted conflict, against the broader background of an enlarged Europe and a globalised labour market. A mix of elected Members and officers, senior officials and civic leaders from key strategic city agencies took part in the visit from 9 – 14 October 2005.
- 10.12 The participants were addressed by a number of carefully chosen keynote speakers on issues related to diversity and good relations at community, regional and national levels in the Netherlands and at a European level. The participants also made a number of site visits across Amsterdam on themes of policing, youth issues, faith, health, housing and education, and the Mayor of Amsterdam, Job Cohen, hosted a civic reception.

- 10.13. The visit was extremely beneficial and the learning from the visit will be integrated into the good relations agenda in both Councils. It will inform the local programme of work of the Belfast Good Relations Steering Panel, as it addresses the issues of managing difference, supporting reconciliation and promoting community cohesion and participation.

Publications

- 10.14. A two-page lead article on the aims of the Council's Good Relations Strategy and the work of the Good Relations Unit was featured in the Winter 2005 edition of the Local Government Staff Commission News.

Good Relations Audit

- 10.15 Dr. Mike Morrissey, of PSc Management Consultants, made a presentation to the Good Relations Working Group in April to update the group on the initial findings emerging from his work. Dr. Morrissey also attended the Chief Executives' Group in relation to this audit, in order that the Council may work with other agencies in the city in pursuance of its good relations agenda. He briefed the Good Relations Steering Panel in February 2006 on the findings from his Good Relations Audit of Belfast, which had been commissioned by the Council in conjunction with the Community Relations Council.
- 10.16. He also presented a suggested framework for the formation of a Good Relations Plan. The Good Relations Steering Panel agreed that this framework should be discussed with the political parties to form the basis of a Good Relations Plan for the city.

Good Relations Training and Learning Strategy

- 10.17 In March 2006, the Good Relations Steering Panel approved the proposed Good Relations Training and Learning Strategy. The Council had commissioned Trademark, an independent consultancy, to develop the strategy. A Year 1 Action Plan has been drawn up to train key staff. There are 4 key objectives of the training as follows:
- To raise awareness levels of staff through integrated Equality and Good Relations Training.
 - To develop internal capacity and build confidence and cohesion in addressing equality and good relations.
 - To establish and support the development of appropriate spaces for new and challenging dialogue around the themes of equality, sectarianism and racism.
 - To plan for and evidence continuous learning and critical reflection within the organisation in addressing issues of equality and good relations.

St Patrick's Day 2006 – Outdoor Event

- 10.18 The Council approved a report in July 2005 recommending that it should take the lead in delivering the St Patrick's Day outdoor event in 2006. Accordingly, the Good Relations Unit organised a number of consultation events for community groups who wished to participate.
- 10.19 In January 2006, Belfast City Council gave final agreement to host an outdoor event for St. Patrick's Day. The event was co-ordinated by the Development Department Events Unit. A Carnival Parade, organised by the Beat Initiative, left the City Hall at 1.00 pm, arriving at Custom House Square at 1.30 pm. A concert was held in Custom House Square which included contributions from the Bodyrockers, an international pop act, as well as Ulster Scots and Irish musicians and dancers. There were also performances from local ethnic minority communities. On the whole the event passed off successfully. Community groups were invited to attend a meeting on Monday 27th March to contribute to the independent evaluation report which is being prepared on the event by Dr. Dominic Bryan from Queen's University.

St Patrick's Day Small Grants Scheme

- 10.20 The Council had approved a total of £26,567 in grant-aid to support 39 community groups to organise small-scale local events to mark St Patrick's Day, the upper limit for each grant being £1,000.

St. Patrick's Day Concert

- 10.21. Belfast City Council organised a St. Patrick's Day Concert in conjunction with the BBC and Ulster Orchestra on the evening of 17th March in the Waterfront Hall. Tickets were free from the BBC Ticket Unit and advertised to the general public through TV and radio. Artists appearing at the concert included Altan, Capercaillie and the Ulster Orchestra. The concert proved very popular and a capacity crowd of over 2000 was present on the night.

Belfast Centenary Lectures

- 10.22. The Good Relations Unit organised several lectures as part of the City Hall Centenary/Celebrate Belfast programme. These included a lecture 'Art in the City Hall' on 2 February and talks by four former Lord Mayors in the Linen Hall Library during March 2006. All events were free with tickets obtained through the Belfast Welcome Centre. The events were well attended with positive feedback from members of the public.

Section 11: Additional Comments on Mainstreaming

The main aim of the statutory duties is to mainstream equality of opportunity and good relations considerations into the functions of the authority, leading to better policies and service delivery. Please provide any additional information/comments you think may be relevant.

1. Mainstreaming Equality

The Council has been particularly effective in mainstreaming the equality agenda. The equality agenda is now seen as more efficient because staff are more aware of 'what they have to do' in terms of equality. The mystery of equality or perhaps the fear of the equality agenda has somewhat subsided. This has been, in part, a result of:

- the top level support from the Chief Executive and the Chief Officers to the equality agenda.
- the intensive training programme rolled out across the Council.
- the comprehensive equality committee reporting system which has been established.

2. Consultation

The equality consultation process has become more structured throughout the Council since the introduction of the Equality Toolkit in 2003-2004. The toolkit included information on the equality considerations in the policy development process and consultation guidelines. As a result the following improvements have ensued:

- Consultative Forum has been established
- Pre consultation is now common place
- The reduction of EQIAs
- The revision of policies and services including the equality agenda.

3. Monitoring

The Council is aware of the importance of monitoring. As a result of our commitment to being a more representative workforce work has begun on monitoring the employees.

4. Partnerships

The Council is aware that other Councils and organisations have similar remits to ourselves and that it is sometimes more productive to join forces to advance work. We believe that partnership working can be a more efficient and effective way to do business. Partnership working is evidenced throughout this report.

5. Communication

Improved communication of our services is vital to keep the public informed. We have produced a magazine entitled 'City Matters' which is delivered to every house in Belfast. This enables us to be more effective and efficient in getting our message across and inform residents of changes and improvements to our services.

6. Outcomes for people in the nine equality categories.

A list identifying the outcomes for people in the nine Section 75 categories is listed below. More information concerning these outcomes can be found throughout the body of the text.

- Equality is mainstreamed in the Council
- Staff better trained
- Improved access to information

- Consultation on all new or revised policies
- More targeted consultation
- Better access to services through the DDA group
- A more focused concentration on youth issues
- Specific targeted employee projects e.g. female gender balancing
- Access to key staff through the Consultative Forum
- Internal Work Life Balance policies
- Partnership approach has reduced consultation fatigue

7. Policy considerations and decisions

As we have mainstreamed the equality agenda, all committee reports consider equality early in the process. All committee reports will have considered the equality agenda prior to presentation; early consultation processes are now commonplace.

Major changes to our employment policies have occurred with the Work Life Balance strategy. In addition we have begun to address under-representation in the workforce. The Council is addressing these issues by outreach initiatives. Improvements to employee monitoring will give us more information about the composition of the workforce and allow us to address the ensuing issues.

We are currently revising our procurement policies and developing a comprehensive procurement strategy.

The Council has established an interdepartmental liaison group on Travellers comprising of key officers within the Council and invites interested parties to attend. These meetings are held regularly (every six weeks) to discuss ongoing issues in relation to community development and good relations. Responsibility for the provision of accommodation on Traveller sites has been transferred to the Housing Executive.

Belfast City Council is currently developing a comprehensive welcome pack for people who use our services and are unable to communicate in English. We anticipate using this pack as a signposting facility to other key organisations in the city.

8 Problems encountered and solutions developed in terms of achieving better equality outcomes.

The major challenge in this current year was to embed equality into corporate systems. The challenge was met with the introduction of the equality considerations in the committee reporting system. This has been fundamental to mainstreaming equality throughout the Council. In effect, all decision makers and policy officers are conscious of the equality remit and consider the issues as a matter of course.

The issue of representation in the workforce is a challenge we are addressing by developing our monitoring systems.

To address better equality outcomes may be considered a proactive dynamic process; it is not merely a response to problems. At the Council we are finding that we are now looking for innovative ways to address the equality agenda in policy development, for example, partnership and alternative projects are becoming more commonplace. Evidence of this may be seen in the WINS project and the craft apprenticeship scheme as part of the human resources outreach active

Section 12: Concluding Questions

12A) Does the authority believe its work on implementing the statutory duties during 2005-06 produced positive benefits for the organisation?

YES if yes please complete the following
NO

	Very noticeably	Noticeably	No real change
i) Increased awareness of equality issues in policy making	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii) Increased ability to ensure policies are designed and targeted to reflect equal opportunities objectives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii) Increased awareness of good relations issues in policy making	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv) Increased ability to ensure policies are designed and targeted to reflect good relations objectives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v) Increased awareness of equality issues in service delivery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vi) Increased ability to ensure services are designed and targeted to reflect Section 75 requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12B) Does the authority believe its work on implementing the statutory duties during 2005-06 produced positive benefits for groups within the Section 75 categories?

YES if yes please complete the following
No

	Very noticeably	Noticeably	No real change
Persons of different religious belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons of different political opinion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Persons of different racial groups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons of different age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with different marital status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons of different sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Men and women generally	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with and without a disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persons with and without dependents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please go to Question C over

QUESTION 12C

If you answered **yes** to **QUESTION 12 B**, for each of the categories where a noticeable or very noticeable change has occurred, please give examples of those changes to policies or practices which have resulted in positive change. If the change was a result of an EQIA please tick the appropriate box in column 3:

	Policy or Practice	Tick if result of EQIA
Persons of different religious belief	<ul style="list-style-type: none"> • Funding Good Relations • Internal Monitoring 	
Persons of different political opinion	<ul style="list-style-type: none"> • Funding Good Relations • Women into Politics 	
Persons of different racial groups	<ul style="list-style-type: none"> • Funding Good Relations • Recruitment and Selection • Internal Monitoring 	<input checked="" type="checkbox"/>
Persons of different age	<ul style="list-style-type: none"> • Work Life Balance • Internal Monitoring 	<input checked="" type="checkbox"/>
Persons with different marital status	<ul style="list-style-type: none"> • Work Life Balance • Internal Monitoring 	<input checked="" type="checkbox"/>
Persons of different sexual orientation	<ul style="list-style-type: none"> • Civil Partnership • Internal Monitoring 	
Men and women generally	<ul style="list-style-type: none"> • Gender champion • WINS Project • Work Life Balance 	<input checked="" type="checkbox"/>
Persons with and without a disability	<ul style="list-style-type: none"> • Disability Strategy • Internal Monitoring 	
Persons with and without dependents	<ul style="list-style-type: none"> • Work Life Balance • Internal Monitoring 	<input checked="" type="checkbox"/>

Appendix A

Screening & EQIA Update

Please enter details relating to the authority’s progress using the following matrices.

i) EQIA Timetable – 2005-06

Title of policy EQIA underway during April 2005- March 2006	Stage (as per Steps 1-7 of EQIA Process) As at end March 2006	If joint-EQIA please state partner authorities	Outline any adjustments to policy intended to benefit individuals from the nine equality categories and outline the relevant categories affected.	Were adjustments to policy a result of <u>A</u>ssessment of adverse impact/ feedback from <u>C</u>onsultation, or <u>B</u>oth <i>Please enter A, C or Both</i>	If EQIA decision making stage completed, is amended policy being implemented? <u>Y</u>es/<u>N</u>o
1.NONE					
2.					
3.					
4.					
<u>5.</u>					

ii) Ongoing Screening Activities 2005-06

Title of policy subject to screening during April 2005- March 2006	If joint policy please state partner authorities	Was initial screening decision changed following consultation? <u>Y</u>es/<u>N</u>o	If Screening completed is policy being subject to EQIA?<u>Y</u>es/<u>N</u>o	If EQIA planned indicate year for assessment
1.Equality Consultative Forum				
2.Community Safety Strategy				
3.Leisure Centres Pricing Policy				
4.Sports Development Policy				
5.Open Space Strategy				
6.Public Conveniences				

7.Policy on use of the City Hall				
8.Council policy committing to Fair Trade				
9.Council No Smoking Policy				
10.Access to City Hall Courtyard				
11.Flexible working hours scheme				
12.Smoking at Work code of practice				
13.Good Relations Strategy				
14.Review of Civic Amenity Site operational requirements				
15.Records Management Policy				
16.Environmental Policy				

iii) Ongoing EQIA Monitoring Activities 2005-06

Title of EQIA subject to Stage 7 monitoring during April 2005- March 2006	If joint policy please state partner authorities	Indicate if differential impacts previously identified have reduced or increased	Indicate if adverse impacts previously identified have reduced or increased
1.Pricing Policy			
2.Model Equal Opportunities Policy			
3.Sexual Harassment Policy			
4.Community Outreach Policy			
5.Access Policy			
6.Flying of the Union Flag			
7.Grant-aid for Community Organisations			
8.Culture & Arts Funding			
Strategic Review of Indoor Leisure			

iv) 2006-07 EQIA Time-table

Title of EQIAs due to be commenced during April 2006 – March 2007	Existing or New policy? Please enter E or N below.	If joint-EQIA please state partner authorities	Please indicate expected date of completion of EQIA Stage 6 i.e. Decision making stage
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

**APPENDIX 1A
PROPOSED PROGRAMME OF EQUALITY IMPACT ASSESSMENTS**

June 2001 YEAR 1

HR/Equal Opportunities	Equal opportunities policy statement
	Policy on sexual harassment in the workplace
	Community outreach programme
	Employment support scheme
	Agenda for positive action
Council Facilities Pricing Policy	Community and leisure centres/facilities pricing policies
	Parks pricing policy
	Zoo pricing policy
	Waterfront Hall pricing policy
Community Services	Provision of sites for travellers in Belfast

June 2002 YEAR 2

Economic Initiatives	Economic development policy
	Art grant aid policy
	Heritage policy
Human Resources Employee Resourcing	Recruitment and selection procedures
	Placing of job advertisements
	Removal expenses
Access policies	Waterfront Hall policy on access
	Building access and facilities for disabled people
Community Services	Playcentre pre-school playgroup policy
	Grant aid policy

June 2003 YEAR 3

Parks and Amenities (+Contract Services)	Scale of charges
	Public access to the countryside
	Planning of open space
	Strategy for the provision of playgrounds
	Zoological Gardens customer care
Capital works/ Procurement	Supplier Charter
Waste Management (+Contract Services)	Public conveniences - provision and maintenance
	Recycling centres
	Charge for wheeled dustbins
	Refuse collection specification and monitoring

June 2004 YEAR 4

HR/Employee Relations	Premature retirement
Leisure Services (+Contract Services)	Leisure centres specification and monitoring
	Provision of events and sports development
Business Improvement	Best Value Strategy
Chief Executive's	Equality Scheme
	Admission of public to Council meetings
	Receiving deputations at Committee meetings
Consumer Protection	Provision of consumer advice
	Charging for training
	Home safety (promotion)
	Home safety check scheme
Building Control	Street names in a language other than English
Health Protection	Procedure for investigating complaints relating to illegal eviction and harassment
	Provision of free pest control service to individuals in receipt of certain benefits

APPENDIX 1B

EQIA Schedule Revised (2002 - Year 3)

		New Policies to be Screened
Parks & Amenities (& Contract Services)	Scale of charges	Now part of the Open Space Strategy currently being developed
	Public access to the countryside	As above
	Planning of open space	As above
	Strategy for the provision of playgrounds	As above
	Zoological Gardens customer care	As above
Capital Works/Procurement	Supplier charter	Development of a new procurement policy currently ongoing
Waste Management (& Contract Services)	Public conveniences – provision and maintenance	Service review on public conveniences currently ongoing
	Recycling Centres	New Waste management Strategy being developed
	Charge for wheeled dustbins	As above
	Refuse collection specification and monitoring	As above

EQIA Schedule Revised (2004 – Year 4)

		New Policies to be Screened
HR/Employee Relations	Premature retirement	Already conducted EQIA year 2
Leisure Services (& Contact Services)	Leisure centres specification and monitoring	No longer applicable due to internal restructuring
	Provision of events and sports development	New Sports Development Strategy being developed
Business Improvement	Best Value Strategy	Adopted the government guidelines which have already been equality assessed
Chief Executive's	Equality Scheme	Due for Revision in Year 5
	Admission of public to Council meetings	Re-screened Screened Out
	Receiving deputations at Committee meetings	Re-screened Screened Out
Consumer Protection	Provision of consumer advice	Re-screened Screened Out
	Charging for training	Re-screened Screened Out
	Home safety (promotion)	Re-screened Screened Out
	Home safety check scheme	Re-screened Screened Out
Building Control	Street names in a language other than English	Re-screened Screened out
Health Protection	Procedure for investigating complaints relating to illegal eviction and harassment	Re-screened Screened Out
	Provision of free pest control service to individuals in receipt of certain benefits	Re-screened Screened Out

APPENDIX 1C

EQIA'S not on original schedule

DEPARTMENT / UNIT	POLICY
Chief Executive's	Flying of the Union Flag
Recreation & Community Development	Strategic Review of Leisure

APPENDIX 1D

Screening of New Policies

Dept/Unit	Policy	Screening outcome
Chief Executive's	Equality/Consultative Forum	Screened out
Community Safety	Community Safety Strategy	Screened out
Recreation & Community Development	Leisure Centres Pricing Policy	Screened out
Recreation & Community Development	Sports Development Policy	Screened out
Recreation & Community Development	Open Space Strategy	Screened out
Health & Environmental Services	Public Conveniences	Screened out
Corporate Services	Policy on use of the City Hall	Screened out
Corporate Services	Council policy committing to Fair Trade	Screened out
Corporate Services	Council No Smoking policy	Screened out
Corporate Services	Access to City Hall courtyard	Screened out
Corporate Services	Flexible hours working scheme	Screened out
Corporate Services	Smoking at Work code of practice	Screened out
Chief Executive's	Good Relations Strategy	Screened out
Health & Environmental Services	Review of Civic Amenity Site operational requirements	New Waste Management Strategy in development
Chief Executive's	Records Management Policy	Screened out
Health & Environmental Services	Environmental Policy	Screened out
Belfast Waterfront Hall	Art, Education & Community Development Strategy	Screened out
Development Department	Conference Subvention Policy	Screened out
Development Department	Cultural Tourism Strategy	Screened out
Development Department	Pedestrian Signage Scheme	Screened out
Development Department	Major Civic and Public Events	Screened out
Community Safety	Community Support Plan	Screened out

APPENDIX 1E

Status of New Policies

Dept/Unit	Policy	Current status
Legal Services	Bye-laws	Out for pre-consultation
Development	Procurement Strategy	Currently in development
Development	Capital City 2	Currently in development
Development	Integrated Cultural Strategy	Out for consultation
Recreation & Community Development	Facilities Management of pitches	Currently in development
Health & Environmental Services	Waste Management Strategy	Currently in development
Chief Executive's	5 year Equality review	Currently in development
Health & Environmental Services	Home safety check scheme and promotion	Reviewing and developing strategy
Health & Environmental Services	Pest control charging policy	Under review
Health & Environmental Services	Advice on illegal eviction	Under review
Health & Environmental Services	Charging for training provided by the Department	Under review
Health & Environmental Services	Provision of Consumer Advice	Under review

APPENDIX 2

Equality Impact Assessment Current Stage report

Title of EQIAs which have been completed up to the end of March 2006	Stage (Steps 1-7 of EQIA process)
1. Pricing Policy	1-7
2. Model Equal Opportunities Policy	1-7
3. Sexual Harassment Policy	1-7
4. Community Outreach Programme	1-7
5. Human Resources: i) Recruitment and Selection procedures ii) Placing of job advertisements iii) Removal expenses	1-7
6. Access Policies: Access to buildings and associated facilities	1-7
7. Flying of the Union Flag	1-7
8. Grant Aid for Community Organisations	1-7
9. Culture and Arts Funding	1-7
10. Strategic Review of BCC Leisure Facilities	1-7

APPENDIX 3

EQIA STAGE 7 PRICING POLICY

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an equality impact assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions.

The Council's Pricing Policy was identified as one such policy and, following consultation, was scheduled to be carried out in Year One of the EQIA programme. The stated aim of the Pricing Policy is: 'To operate a tariff of charges for the provision of facilities and services so as to recoup a reasonable proportion of the Council's expenditure while acting in a fair and equitable manner towards both residents of and visitors to the City.' For the purposes of the EQIA, the Policy has been restricted to those facilities and services where the Council is able to operate some discretion in the levying of charges. Therefore the Pricing Policy EQIA relates mainly to the following facilities: Leisure and Community Centres, Outdoor Leisure, Belfast City Hall, the Ulster Hall / Group Theatre, Waterfront Hall, Belfast Zoo, Belfast Castle, Malone House, Cemeteries and the Crematorium. The Council's management / leasing agreements concerning certain sporting and community facilities are also included in this assessment.

In carrying out the EQIA the Council has taken into account information and data from a number of sources. These sources did not suggest that the Council's Pricing Policy had been a significant cause for concern among residents of Belfast. Indeed it was felt that the actions of the Council generally had been directed towards providing concessions for a number of the equality categories in order to promote equality of opportunity. However, mindful of the duty to promote equality of opportunity and good relations it was felt important to review the pricing schedules which operate at each location to consider whether adverse impact may occur.

An assessment of the impact of the Council's Pricing Policy was then conducted in respect of the nine equality dimensions identified in Section 75 and a number of issues were identified.

Monitoring update

Admission and membership

A consistent approach regarding admission and membership will apply to the Council's leisure centres and outdoor leisure facilities and the Council will ensure that similar rates of concession apply to council-owned facilities governed by management agreements. A proposed Pricing Policy for Leisure Centres was agreed by Community & Leisure Sub Committee in January 2006. This proposed pricing policy will require endorsement by the Community and Recreation Committee in January 2006 and the approval of full Council in February 2006 before the policy can be implemented. It should be noted that the comments regarding Leisure Centre charges included in the following paragraphs are based on the proposed pricing policy.

Concessionary rate

In terms of membership and admission to these facilities, persons aged 60 years and above will have 'free' access to leisure centres before 11am, Monday to Friday and will be required to pay a £1 concessionary charge per activity outside of these times. Admission prices will be reviewed in the Zoo. For Waterfront Hall Promotions - concessionary rate for persons aged 60 years and above; under 16 years; students; persons "unemployed"; and persons registered disabled. 50% reduction for wheelchair spaces. For Waterfront /Ulster Halls external promotions certain promoters will offer concessionary rates at their own discretion for persons aged 60 and over; under 16 years; persons with a disability and persons "unemployed".

Children

Children aged 3 and under will be admitted free of charge. However the Waterfront Hall policy in relation to the admission of children under the age of 3 will still apply; all juveniles, including those under the age of 3, will pay a concessionary rate, where applicable. The Zoo is free for children under 4 years of age. There are concessionary rate where applicable for Waterfront/Ulster Halls.

Families

A consistent approach regarding concessionary rates for family units with at least one adult and a maximum of two adults will apply. However the Waterfront Hall will only apply this family unit concession rate on appropriate performances and will continue to use the 'children' designation for those aged 16 years and under. The Zoo operates a Family Day Ticket. Waterfront/Ulster Halls apply Family Saver tickets where applicable.

Hire charges

Existing charges for hire of the Waterfront Hall, Ulster Hall/Group Theatre, Malone House, Belfast Castle and Belfast City Hall will continue to operate. Where concessionary rates may apply these will operate at the discretion of management. The rate charged for hire of the Ulster Hall will not differentiate between religious and voluntary groups. Rates of hire for the Waterfront Hall / Ulster Hall are currently under review, with revised scales due to be launched in the 2006-2007 financial year.

Community Development Activity

The concessionary rates made available to groups involved in Community Development Activity will continue to apply. The Waterfront Hall offers reduced room hire rates to Community Groups and a Community ticketing scheme offers reduced price tickets for selected shows.

Concessionary rates

The concessionary rates currently operated by the Waterfront Hall will continue to apply. Standby tickets for selected performances will be available to students only. For Waterfront/Ulster Halls a student standby rate is applicable for selected performances. A new incentive launch in Autumn 2005 as part of the Waterfront Hall's youth strategy offers complimentary tickets for selected performances to all under-18's.

Burials and cremations

A differential rate for burial and cremation will continue to operate between Belfast residents and others, with provision for older people who have lived in Belfast but have moved away from the City for residential or nursing care.

Advertising

The Council will publicise the availability of concessionary rates in all its facilities to ensure wider uptake, and will also contact groups representing relevant equality dimensions. Community & Leisure current practice is to publicise in all facilities. Leisure consulted fully with Equality Groups on proposed pricing policy. The rates advertised in the Zoo and on the website and Waterfront/Ulster Halls are publicised via flyers and website

Disability

The Council will apply a consistent policy of permitting significantly reduced rates for hire of facilities by groups representing persons with a disability where the use of the facility is linked to therapeutic measures. Leisure will be based on ability to pay on income status in proposed pricing policy.

Carers

The Council is sympathetic to the extension of concessionary rates to those who are significant carers whose presence as a carer is essential to the attendance of the person with a disability. Carers are free in Leisure Centres. There is a 50% reduction for wheelchair users and carers only, for selected events in the Waterfront Hall

Staff training

All relevant staff will be trained in the Council's policy in relation to the granting of concessionary rates in order to ensure sensitivity and consistency of approach. In Recreation & Community, all Staff will be trained on the new pricing policy. All Staff are trained in Parks & Cemeteries & Waterfront/Ulster Halls.

The Council will endeavor to ensure that events/activities which are restricted to particular groups (e.g. women, men) will not be scheduled exclusively at peak-rate times. This is current practice in Recreation/Community.

The Council will review its arrangements for the granting of franchises within Council facilities to ensure that pricing schedules are fair and equitable in relation to the nine equality dimensions.

Complaints

The Council reviews its complaints procedure to ensure that all pricing complaints associated with pricing are registered and monitored centrally.

EQIA STAGE 7 HUMAN RESOURCES

Model Equal Opportunities Policy

Sexual Harassment Policy

Community Outreach Programme

Background/Rationale to EQIA

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an Equality Impact Assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions.

The Model Equal Opportunities Policy

The aim of this policy, which covers all Section 75 categories plus trade union membership and those with a criminal record, is to communicate and demonstrate to employees and potential job applicants that the Council is opposed to all forms of unlawful or unfair discrimination in any aspect of employment and that selection will be made on the basis of merit.

Community Outreach Programme

The aim of this programme is to promote the Council as an attractive equal opportunity employer and to reach a wide pool of potential applicants representing the diversity of Northern Ireland's society.

The Sexual Harassment Policy

The aim of this policy is to ensure employees are not subjected to behavior that causes offence, harasses, humiliates, threatens, intimidates or causes apprehension because of their gender; it also provides procedures for dealing with complaints of sexual harassment.

Monitoring Update

- Representation in the workforce is a key priority area in the Good Relations Strategy
- Work experience requests from targeted under represented groups have been approved by Council
- A project entitled Women into Non traditional roles has been developed.
- The Council endorses projects such as Women into Politics and Women in Local Councils initiatives

- An employee monitoring programme has been introduced
- Unfair Treatment procedures have been approved by the Council
- Child Care Voucher scheme has been introduced
- A work life Balance Handbook has been produced and circulated to all employees. The monitoring and evaluation regarding the outcome of the work life balance policies is ongoing.

Complaints

No complaints have been received

EQIA STAGE 7 HUMAN RESOURCES POLICIES

Background/Rationale to EQIA

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an Equality Impact Assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions.

Belfast City Council's Recruitment and Selection procedures are based on the Local Government Staff Commission's (LGSC) Code of Procedures. The aim is to provide a best practice approach to recruitment and selection and to ensure consistency across Belfast City Council through the application of common procedures and in compliance with legislative requirements and standards.

The EQIA of this policy has identified that although there is some under representation in certain job groups, the Council is addressing this through complementary policies.

Monitoring update

Issues were raised during the EQIA consultation process. As part of Stage 7 EQIA process all issues arising from the EQIA and consultation responses have been reviewed.

- Premature Retirement Policy – no comments were received in relation to this Policy and the Council did not identify any adverse impact.
- Advertising - All publicly advertised vacancies are now e-mailed to a range of under represented groups prior to advertisement e.g. Disability Action, NICEM, Age Concern etc.

The EQIA has highlighted issues which have now been completed, examples being voluntary monitoring and logging for reasonable adjustments.

As a result of review of policies, Unfair Treatment guidelines are now in place – these will determine the appropriate course of action after an initial interview. Other proactive measures included the Women into Non-traditional Sectors project, targeted outreach and positive recruitment of ethnic minorities.

An employee monitoring process has been established. Employees will be invited to attend particular equality theme groups. Issues such as multiple disadvantages will come under the work life balance scheme and will be addressed by the equality groups.

The Council continues to liaise with the Department of Education and Learning and has placed people under the Employment Support Scheme/New Deal.

Complaints

No complaints have been received

EQIA STAGE 7 ACCESS POLICY

Background/Rationale to EQIA

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an Equality Impact Assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions.

The Council's Access Policy was identified as one such policy and, following consultation, was scheduled to be carried out in Year Two of the EQIA programme. The stated aim of the Access Policy is: "As far as is reasonably practicable and within its resource limitations, the Council will ensure that its buildings and associated facilities are accessible to all and that fair and equitable treatment will be given in the use of such buildings and associated facilities."

For the purposes of this EQIA, the policy has been restricted to buildings and associated facilities owned or managed by the Council. The Policy Aim is:

"As far as is reasonably practicable and within its resource limitations, the Council will ensure that its buildings and associated facilities are accessible to all and that fair and equitable treatment will be given in the use of such buildings and associated facilities."

Monitoring update

Issues were raised during the EQIA consultation process. As part of Stage 7 EQIA process all issues arising from the EQIA and consultation responses have been reviewed.

The Pricing team has reviewed the pricing policies in relation to persons with a disability and carers.

As a direct result of the annual focus group meeting, all jobs are automatically circulated to Disability Action in advance of public advertisement.

The Council hosts an annual focus group for stakeholders on access issues.

The Council has developed a Disability Strategy using extensive consultation with our stakeholders.

An action plan has been drawn up and communicated to all stakeholders.

The Access audits cover all nine equality dimensions

The Council is monitoring employees on Section 75 categories.

Many of the actions in relations to access are included in the Disability Strategy Action Plan 2005-2006 as follows:

- Consult interested people on our disability strategy
- Tell our staff about the disability strategy
- Produce guidelines for signs and communicate these to employees

- Launch the strategy to disability organisation
- Deliver disability awareness training throughout the organisation
- Monitor applicants with disabilities, those we short-list and those we appoint from April 2005 to March 2006
- Develop a logging system to monitor reasonable adjustments we have considered and put into practice, or refused, for employees with disabilities
- Make available at least 30 work-experience placements for people with disabilities from April 2005 to March 2006
- Hold careers fairs and training in interview skills for people with disabilities
- Increase the number of placements in the Government's Employment Support Scheme from four to no more than eight
- Provide details of publicly advertised council vacancies to the Disablement Advisory Service and to individual disability organisations
- Develop an online recruitment system which will help applicants with disabilities, in line with guidance from the Employer's Forum on Disability (NI)
- Consider not applying recruitment and selection conditions for people with disabilities for certain posts, where this does not affect their ability to carry out the basic duties of the post
- Try out processes for testing people's skill for basic-grade clerical recruitment campaigns to encourage disabled applicants
- Complete the programme of access work
- Complete disability access audits

Complaints

There have been no complaints received on access issues.

EQIA STAGE 7 FLYING OF THE UNION FLAG

Background to EQIA

The Council decided to carry out an Equality Impact Assessment (EQIA) on the current policy on the flying of the Union Flag on Council properties in October 2002, following a complaint made under the Council's Equality Scheme. The policy in October 2002 was that the Union Flag was flown:

- outside the City Hall on a permanent basis
- outside the Duncrue Complex and the Ulster Hall on specified days per year (15 Flag Days plus 4 additional days).

The EQIA has now been completed in accordance with the Equality Scheme and the guidance published by the Equality Commission. The Council considered a draft report of the EQIA findings in April 2003 when it agreed that widespread formal consultation should be carried out in the autumn of 2003. A final report, which included the results of the consultation and further advice from Senior Counsel, was considered on 24 March 2004. A decision was taken at Council on 4 May 2004 that no change should be made to the policy and the Union Flag continues to be flown at City Hall.

Monitoring update

Issues were raised during the EQIA consultation process. As part of Stage 7 EQIA process all issues arising from the EQIA and consultation responses have been reviewed.

As part of the means of addressing the original complaint, the Council set up an Advisory Panel on Memorabilia, which examined the display of artifacts within the City Hall. The Advisory Panel recommended that nothing should be removed or taken down, but that in future, steps should be taken to ensure that the display was more balanced and inclusive.

The Council has taken action in a number of broader related areas since then. These include the commissioning of a bust of the radical reformer Mary Ann McCracken; the re-naming of Committee Rooms as the Conor and Lavery Rooms; the re-location of various portraits; and the broadening of the range of Council events to ensure that they reflect minority interests in the city e.g. Irish, Ulster-Scots, Chinese, Indian and Filipino.

In addition, the Council continues to undertake regular six monthly "good and harmonious" audits in all its workplaces.

The issue must be seen in the light of the wider equality/good relations context in the Council and city. The Council's Good Relations Steering Panel continues to work towards achieving political consensus on a wide range of controversial topics and is, for example, currently debating the broader issue of flags in the city.

Since the decision of May 2004 not to change the original policy, this subject has been monitored informally through regular discussion with the party political groups within the Council.

Complaints

No further complaints have been received or any similar issues raised since publication of the EQIA in May 2004.

EQIA STAGE 7 GRANT-AID FOR COMMUNITY ORGANISATIONS

Background/Rationale to EQIA

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an Equality Impact Assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions.

The Grant Aid Policy was adopted in June 1999 and was intended to apply for 3 years. In the event, it was extended for a further year to allow a detailed review to be completed. The review resulted in a revised policy which was approved in June 2003. The EQIA focused on the operation of the policy over the first 3 years.

Monitoring update

Issues were raised during the EQIA consultation process. As part of Stage 7 EQIA process all issues arising from the EQIA and consultation responses have been reviewed.

Communication: Grants are advertised widely in local press. A new post of grants advisory officer will be advertised shortly. This position will assist with communication issues. Grant forms, guidelines etc are available on the Council website.

Targeted areas: The department is now using ACORN (previously used Noble) and is continuously updating targeting social need guidelines. Monitoring of applications will be developed by the new grants advisory officer. Outreach officers encourage under represented groups to apply.

Availability of grants information: Information on allocation of individual grants is accessible through the BCC minutes on the website.

Accessibility: BCC will make Community Centres available free of charge if there are accessibility issues.

Inter Agency Funders Forum: The new grants advisory officer will be in a position to provide information to all requests regarding funding.

Further work

A Community Support Plan was developed and consulted upon. Section 75 issues in relation to targeted areas were addressed by this. A major review of the grant-aid in 2006 has emanated from this.

The grant aid procedure is still conducted in the same way. Funding is based on merit and not on historical precedent, and the funding cycles are still the same. There has been a change in the structure in that funding to resource centres has been stopped and replaced by capacity building funding. Following the consultation process changes were implemented.

Complaints

Two complaints have been received concerning the lack of clear appeals procedures. The appeals procedure is currently being reviewed.

EQIA STAGE 7 CULTURE & ARTS FUNDING

Background/Rationale to EQIA

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an Equality Impact Assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions

Belfast City Council Development Department has been providing direct funding to arts organisations since the mid 1990s. Initially these grants were to support specific projects but the policy has evolved to include annual funding for professionally managed organisations to support a year long programme of arts initiatives. More recently the Council undertook a pilot scheme of grants to support development and outreach projects in specific areas of the city. The policy has also evolved to support a wider definition of culture which includes both arts and heritage initiatives.

Funding for culture and arts projects has been administered over the years under the auspices of a number of strategies and plans. However, although the strategies may have changed, the basic principles of the way funding has been provided have remained constant.

Monitoring update

Issues were raised during the EQIA consultation process. As part of Stage 7 EQIA process all issues arising from the EQIA and consultation responses have been reviewed.

- Accessibility of information - All information relating to funds awarded is published on the BCC website and published in Culture & Arts documents.
- Development & Outreach (D&O) – the revised NOBLE indices are used. The scheme was reviewed at the end of the pilot year and is still running. It is being proposed that in 2006/07 the D&O initiative will be widened to include disability as a criterion. The D&O was designed to address imbalance in community applications. This has now been achieved.
- Assessment criteria – each criterion is weighted equally.
- List of applicants – a list of applicants is included in the final report and is widely available through minutes, website and on request from the Unit.
- Disability access – this is not a condition of funding. Good relations is one of the criteria under which the applications are assessed.
- Advice on applications – funding advice clinics are now being offered. These are advertised in the three main local papers, on the website and previous clients are also informed.
- Appeals procedure – an appeals mechanism has not been developed to date.

Further information

The proposed new Integrated Cultural Strategy will supersede the Culture & Arts Plan. The Development Department Capital City II strategy will also contain the Culture & Arts policy. A new funding procedure is now in operation. This includes four areas of funding, namely Multi-annual, Annual, Development & Outreach & Rolling Programme funding. This has been fully consulted on, with no adverse impact indicated. Extensive consultation is continuing on the next plan.

The Unit continually monitors and evaluates systems in conjunction with stakeholders.

Complaints : No complaints have been received.

EQIA STAGE 7 BCC OWNED INDOOR LEISURE FACILITIES

Background/Rationale to EQIA

Belfast City Council remains committed to fulfilling its responsibilities under Section 75 of the Northern Ireland Act 1998. In its Equality Scheme, the Council gave an undertaking to carry out an Equality Impact Assessment (EQIA) on each policy or group of co-joined policies where screening had indicated significant issues in relation to one or more of the nine equality dimensions.

The Council requested that an Equality Impact Assessment be undertaken pending the implementation of their decision of the 1st April 2003 in relation to the Strategic Review of Belfast City Council owned Indoor Leisure Facilities.

Over the last number of years B.C.C. has conducted an in-depth review of leisure provision in the City Council area. As a result of the review the Council has taken the following decisions at a Council meeting held on 1 April 2003.

- (i) the transfer of the Beechmount Leisure Centre site to St Mary's University College and Forbairt Feirste;
- (ii) the closure of Maysfield Leisure Centre by the end of 2003/4 financial year and to the commencement of a new facility in South Belfast by the year 2006;
- (iii) continue to review the future format and operation of other Centres, including Shankill Leisure Centre, Ballymacarrett Recreation Centre, Loughside and Ormeau (Ozone) Centre; and
- (iv) the commencement of new facilities in North and East Belfast taking place during the period 2006 – 2009."

Monitoring update

Issues were raised during the EQIA consultation process. As part of Stage 7 EQIA process all issues arising from the EQIA and consultation responses have been reviewed.

Range and level of services – All services and facilities are being dealt with on a site by site basis.

Consultation - Consultation will be undertaken at the appropriate time in relation to the facilities to be included in each new/replacement leisure centre, as well as other customer issues such as opening hours. The consultations will be targeted and include Section 75 groups.

Access & socio-economic issues – Access issues are covered by DDA audits in all our buildings. The indoor leisure pricing policy has been reviewed.

Mitigation - School users of Maysfield were given the option of using other leisure centres. Summer schemes have been financially supported across the city, via direct Council provision and grant aid to the voluntary and community sector.

Further information

Transfer of Beechmount to St Mary's College - There has been a change in the transfer arrangements, but the outcome in terms of public use is the same. The land is to be sold or leased to the Department of Education, with the facility managed by Colaiste Feirste.

Closure of Maysfield Leisure Centre - Maysfield Leisure Centre closed in June 2004. Council has decided to locate the new South Belfast Leisure Centre in Ormeau Park. Additional public consultation will take place on the nature of facilities to be provided. Council has been approached regarding a possible City of Belfast Stadium in Ormeau Park, and it will be necessary to make a decision on this before progressing the leisure centre.

Temporary closures for refurbishment – Leisure and recreation centres are closing, a few at a time, to enable refurbishment work to be undertaken. Discussions are taking place with the North & West Belfast Health and Social Services Trust regarding the possibility of part of Shankill Leisure Centre being used as a day care centre for elderly people. Ballymacarrett Recreation Centre is due to be transferred to community management in the near future.

North & East Belfast - Council is working towards provision of new facilities for North and East Belfast. A joint centre in East Belfast, in conjunction with Castlereagh Borough Council, is one of the options. In North Belfast, two possible sites have been identified - Girdwood and the Waterworks. The outcome will be affected by the master-planning exercise which is currently underway in respect of the land at Crumlin Road Gaol/Girdwood.

Complaints

Some complaints had been received regarding the closure of Maysfield Leisure Centre, as some groups were unable to be accommodated.

APPENDIX 4

Equality Scheme Training Strategy Examples of completed training and development activities

Component and Activity	Objective	Examples of Activities completed over 5 year period
1 Equality Awareness Programme	To increase understanding of : <ul style="list-style-type: none"> • The concept of equality • The Equality Scheme and related council policies • The diverse communities served by the council, the benefits for Belfast and the key implications for services • The obligations placed on the council and employees by equality legislation • The council's expectations of employee conduct • The Equality Scheme training strategy, processes for addressing equality matters for both employees and service users • Council achievements and best practice in relation top equality from within and outside the council 	<p>An Equality training resource pack was produced which includes 2 videos, case studies and a quiz, along with trainers notes. Managers received training to enable them to cascade the training to their respective teams. Briefing notes were also compiled for managers to assist them with the training.</p> <p>Good relations awareness presentations have been delivered to a number of services over the past year by the Good Relations Unit.</p> <p>A one day disability awareness course for managers and supervisors is underway. After initial evaluation the original half day course was extended to a full day session.</p> <p>A half day disability awareness programme for front-line employees is also in the process of being rolled out across the Council.</p>
2 New Staff Induction Programme – Equality Dimension	To ensure new employees and new Members have a clear understanding of: <ul style="list-style-type: none"> • The concept of equality • The Equality Scheme and related council policies • The diverse communities served by the Council , the benefits for Belfast and the key implications for services • The obligations placed on the Council and employees by equality legislation • The council's expectations of employee conduct • The Equality Scheme Training Strategy • Processes for addressing equality matters for both employees and service users 	<p>Training for all members, including new members, took place in September 02 and specific training for P & R Committee took place in April 03.</p> <p>A briefing session on good relations/equality issues for recently appointed members is currently being arranged.</p> <p>Details of Section 75 are contained within the Equal Opportunities course that all new employees must attend (including the 2 videos) and case study discussions.</p> <p>An overview of Good Relations is now included in the revised corporate induction programme.</p>

Component and Activity	Objective	Examples of Activities completed over 5 year period
		<p>The requirement for an equality briefing session on service specific issues, as part of a new employee's induction, has been included in the recently developed induction guidelines for line managers.</p>
3. Equality Videos	<p>To produce two videos for use with employees focusing on:</p> <ul style="list-style-type: none"> • Raising awareness of equality constituencies • Providing advice on the key implications of equality on employees roles 	<p>Two videos are contained within the equality training resource pack.</p>
4 Managing Equality	<p>To increase managers' effectiveness in managing equality in employment practices and service provision, in the context of the Council's good relations objective including:</p> <ul style="list-style-type: none"> • Performance management; improving the responsiveness of services • Customer care and equalities; dealing with employee and user complaints, including instances of discrimination and harassment • Implementing council policies • Understanding section 75 groups' needs • Partnership working and consultation with community organisations • The implications of equality legislation • Working with employee teams on equality matters • Mainstreaming equality 	<p>As part of the management development programme a module was developed in relation to 'Managing Equality'. This was initially delivered by an external training provider. Upon initial evaluation the module content was revised and the Equality Officer was then involved in part delivery. After further evaluation this one day module was re-designed further and has been renamed as 'Good Relations and Equality'. This is now being delivered in-house by the Good Relations Officer and the Equality Officer. A disability awareness programme for managers and supervisors is underway. After initial evaluation this half day course was extended to a full day session. A half day disability awareness programme for front-line employees is also in the process of being rolled out across the Council.</p>
5 Leading for Equality, ongoing screening and policy development	<p>To enhance senior managers' effectiveness in developing appropriate strategies for progressing Equality Scheme objectives, in the context of the Council's 'Good Relations' objective, including:</p> <ul style="list-style-type: none"> • Leading on equality – strategic and operational aspects • Developing responsive service provision • Best value implications • Following up Equality Impact assessments • Understanding section 75 groups' needs 	<p>An equality toolkit was produced and implemented by the Equality Officer. This is a useful guide when developing strategies, policies, plans, committee reports, codes of practice and guidelines within the Council.</p> <p>Equality implications are included in committee reports.</p>

Component and Activity	Objective	Examples of Activities completed over 5 year period
	<ul style="list-style-type: none"> • Establishing performance indicators for the Equality Scheme Training Strategy • Managing employees' and users' complaints processes • Establishing a climate to facilitate learning within teams, between teams and departments, and between the Council and key stakeholders • Anti-discriminatory practices • Creating affirmative action strategies to achieve equality outcomes for section 75 groups • Strategies for mainstreaming equality 	
6 Equality training for Elected Members	To enhance Members' awareness and effectiveness in relation to equality	A briefing session on good relations/equality issues for recently appointed members was carried out.
7 Recruitment and Selection	<p>To develop managers' recruitment and selection skills in an equality context, including:</p> <ul style="list-style-type: none"> • Determining job and person requirements to meet service objectives for serving diverse communities • Writing job and person specifications • Interview techniques • Strategies for avoiding discrimination • The implications of employment and equality legislation • Mainstreaming equality 	The one day recruitment and selection skills course for panel members includes a focus on equality issues around Section 75 requirements.
8 Customer Care and Equality	<p>To improve employees skills in customer care and in working with users and groups in a diverse community, including:</p> <ul style="list-style-type: none"> • Addressing section 75 groups' needs • Council expectations in relation to employees' conduct in dealing with members of the public 	<p>Equality and good relations issues are included in all customer care training.</p> <p>Equality awareness is also tested as part of the Institute of Customer Service (ICS) assessment.</p>
9 Training the Trainers	To enhance the skills of Council training officers, ensuring they are equipped to deliver appropriate parts of the training and development strategy	Use of in-house expertise through delivery of MDP Module 4 'Good Relations and Equality'
10 Specialist	To improve the understanding and skills of designated	A specialist programme entitled 'Equality Considerations for Policy

Component and Activity	Objective	Examples of Activities completed over 5 year period
Programmes	employees whose role is directly affected by particular aspects of the Equality Scheme	<p>Developers' was delivered to approximately 80 senior officers in May and June 2003.</p> <p>A disability awareness programme for managers and supervisors is underway. After initial evaluation this half day course was extended to a full day session.</p> <p>A half day disability awareness programme for front-line employees is also in the process of being rolled out across the Council.</p> <p>A half day 'Valuing Diversity' module is included in the Front-line development programmes that are currently being piloted with a sample of front-line employees.</p>
11 Affirmative Action Skills Enhancement Programmes for employees who are members of under-represented groups	To enhance the skills and experience of employees who are members of under-represented Section 75 groups, within the context of the Council's 'Good Relations' objective	<p>The WINS project has commenced. The aims of this project are to:</p> <ul style="list-style-type: none"> • Conduct research across partner organisations into why women remain under represented in particular job types • Pilot pre-employment training programme which addresses the needs of women entering non-traditional employment • Pilot employment tasters for those women which support the integration of women into non-traditional employment.
12 Service Improvement	To equip managers and employees with the understanding and skills required to undertake specific tasks related to the implementation of service-related equality initiatives (e.g. equality impact assessments)	<p>Training on equality impact assessments has been delivered to elected members and EQIA teams. As part of consultants involvement in EQIAs they received EQIA training.</p> <p>There is ongoing liaison between services and the Equality Officer on equality issues e.g. EQIA's</p>
13 Seminars and Events	To create opportunities for managers and employees to engage with members of Section 75 groups in order for service developments to reflect appropriately the diversity of community requirements.	<p>The following community outreach initiatives have been undertaken or commenced:</p> <p>Disability careers event Sign Fair</p>

Component and Activity	Objective	Examples of Activities completed over 5 year period
		<p>Mock interviews for female schools Apprenticeship Outreach Programme (8 apprentices have commenced in Facilities Management in Sep 05). - 8 females pupils went to Cleansing for 1 day 1 female pupil went to Grounds for 1 week - Meeting held with Belfast Islamic Centre – June 04 - Meeting held with Indian Community – July 04 - Approval has been granted to have people with disabilities on the job skills programme. - Work experience – Women’s TEC – 6 placements in Grounds Work experience – Falls Community Centre - Currently have 18 work experience placements for those with a disability - 6 Site visits undertaken – 5 visits were for pupils to view work taking place in Council venues. A visit was also hosted for teachers from special needs schools. - Employment Support Scheme – 5 people with a disability are on the Council’s employment support scheme - The Good Relations Working Group is currently considering a draft monitoring form – this will entail monitoring the workforce in terms of Section 75 categories (with exception of political opinion).</p> <p>A joint consultative event was held by the Equality Officer on 5th October 2004.</p> <p>A joint consultation forum for the Council was held on 6th April 05.</p>
14 Equality Resource Bank	<p>To ensure managers and employees remain up to date with equality developments within and beyond the Council</p> <p>To establish a Council resource bank of up to date information and training materials related to equality – the bank will include materials contributed/purchased from stakeholder organisations and will be a shared resource for us.</p>	<p>Good Relations and equality information is kept within the Good Relations Unit.</p>

Component and Activity	Objective	Examples of Activities completed over 5 year period
15 Evaluating equality outcomes	To evaluate the Equality Training Scheme Training Strategy outcomes and their impact on the achievement of Equality Scheme goals against agreed performance indicators	There is Regular reporting to the Good Relations Working Group, Chief Officers Management Team and Policy & Resources Committee and evaluation of annual milestones are incorporated into the annual report to the Equality Commission.
16 Capacity building for equality	<p>To create a climate of learning within the council and between the Council and key stakeholders with the aim of building capacity of:</p> <ul style="list-style-type: none"> • The Council to improve service provision, employment practices ad partnership working on a continuous basis • Stakeholders to enhance their services for section 75 groups and partnership-working in order to achieve identified equality objectives. 	A number of lunchtime sessions have been co-ordinated focusing on the areas of disability, ethnic minorities and women.