

# 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)

**Moyle District Council**

Equality Officer name and contact details (Enter details below)

**Sandra Kelly  
Human Resource Manager  
Moyle District Council  
Sheskburn House  
7 Mary Street  
Ballycastle  
Co. Antrim  
BT54 6QH**

**Tel: 028 20762225  
Email [skelly@moyle-council.org](mailto:skelly@moyle-council.org)**

## **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.**

- 1.1 During the review period the Council agreed to adopt the new Corporate Plan 2005 – 2009.

As the Councils Corporate Plan shapes the future direction of all of its services this was an opportunity to ensure that the principles of Equality and Good Relations were central to it.

Both the Chairman and the Chief Executive have taken the opportunity through the Corporate Plan to demonstrate their commitment to Equality and Good Relations by stating very clearly in the introduction their commitment to build, “a focus on equality and good relations into everything we do”.

This commitment is reiterated within the Purpose and Values outlined within the Plan. These are:

“Moyle District Council exists to maintain and improve the well-being of the people of Moyle. It does that by listening to them; by being the voice for Moyle; and by providing good local government services within Moyle. In its work the Council wants to:

- Defend the uniqueness of Moyle District
- Be open, friendly and transparent
- Promote and demonstrate equality and good relations
- Make best use of its resources

As an associated objective under the theme of,

“Providing civic Leadership and Encouraging the participation and involvement of local people” the Council has indicated several commitments which will further equality and good relations within the Council, they include:

- Lead on a young people’s strategy for the District and
- Develop programmes/projects that recognize the particular needs of different sectors and groups and those who feel socially excluded.

Under the theme of, Being a Well run Council, the Council have confirmed that they will adhere to the Equality legislation and fulfill all of the statutory duties in relation to Equality and Good Relations.

The following performance indicators were agreed within the Corporate Plan:

Objectives	Key Action	Performance Measures
Adhere to the Equality legislation and fulfill all statutory duties in relation to equality and good relations	Conduct a five year review of the Equality Scheme	Forward the completed review to the Equality Commission April 2006 – completed
	Progress the Equality Impact Timetable	Report to the Senior Management Team on the implementation of the timetable March 2006 – ongoing
	Carry out Equality and Good Relations Training	Complete Training by March 2006 – completed
	Conduct Good Relations Audit	Complete Audit by March 2006 – completed

During the Review period Equality and Good Relations was reviewed on a monthly basis at the Senior Management Team meeting. The Human Resource Manager reports on all of the issues relating to Equality and Good Relations and facilitates discussion and agreement regarding any areas identified for action.

The Council also has in place specific operations plans in relation to Equality and Good Relations for the review period 2005/2006 and for the period 2006/2007.

## EQUALITY ACTION PLAN 2005 – 2006

OBJECTIVE	ACTION	OFFICER RESPONSIBLE/ TIMESCALE	OUTCOME
<b>Strategic Implementation of Section 75 duties</b>	Incorporate equality objectives and associated performance indicators into new Corporate Strategy and service plans for each department	Development Manager Sept 2005 Chief Executive	Completed outlined within new Corporate Plan 2005/2009
	Mechanisms to ensure equality commitments are measured and accountable <ul style="list-style-type: none"> <li>▪ Corporate Strategy measured – Service Plans</li> <li>▪ Review of Statutory duties at monthly Senior Officers Meeting</li> <li>▪ Report on Statutory duties to Council</li> </ul>		
	Bi monthly meeting of Equality Working Group		
	Review resources allocated to the implementation of Statutory duties	Chief Executive/ HRM	Ongoing
	Review of lines of responsibility in relation to the implementation of Statutory duties	Director of F&A	Completed
	HRM, Lead Officers identified for EQIA's, CRO Good Relations review joined up approach	Chief Executive/HRM	Completed
	Pilot in H R Standards Equality commitments working towards Level 1 working towards 3	HRM	Ongoing  Pilot completed

OBJECTIVE	ACTION	OFFICER RESPONSIBLE / TIMESCALE	OUTCOME
<b>Screening and Equality Impact Assessment (EQIA)</b>	Screening of New Policies complete	HRM/Equality Working Group	Complete
	Review of EQIA's Timetable	HRM	Report produced
	Issue revised timetable for consultation	HRM	Complete
	Conduct a review of the screening processes within the Council	HRM/Senior Officer	Complete
	Implement Equality Toolkit within the Council (Mainstreaming)	HRM/Equality Working Group	Ongoing
	Carry out training in EQIA	HRM to source	Complete
	Complete EQIA Action Plan as part of this action plan	HRM	Complete
	Identify officers who will conduct the EQIA's and confirm time scales with them.	HRM	Complete
	The HRM should be available at the first meeting and be available for advice throughout the process.	GRO/HRM	Ongoing
Develop a time line in relation to the completion of EQIA's , consultation, council etc NB Incorporate a 10 week consultation process	HRM	To be completed	
	Community Relations EQIA issued organized targeted consultation. Consultation ends July 31 <sup>st</sup>	GRO/HRM	Ongoing
	Make all staff aware of consultation process internally	HRM	Complete

OBJECTIVE	ACTION	OFFICER RESPONSIBLE / TIMESCALE	OUTCOME
<b>Training</b>	Review equality and good relations training within the Council and commitment to 5 year training plan as outlined in the Council's Equality Scheme	HRM/GRO	Complete
	Introduce an Equality Toolkit to assist managers within the Council implement Section 75 requirements.	HRM/Senior Officers	To be completed
	Identify training which has occurred consider was it effective? Evaluation process	HRM	To be completed
	Review Front line staff and equality awareness training, involve the section 75 groups.	HRM	Deaf Awareness training scheduled Oct 06
	Review training on how to conduct a consultation exercise	HRM/GRO	To be completed
	Review Equality awareness/opportunity training start with legislative requirements going through to equality of opportunity	HRM	Completed
	Consider Access to services in Moyle (EQIA identified)	HRM/DPP	Ongoing
	Contact James Knox of COSO, disability action, re training requirements	HRM July/Aug 05	To be completed
	Compile a Data base of training available and conducted	HRM	Completed
	Provide more focused training for staff in management roles		

	<p>Ensure Equality of Opportunity and Good Relations is incorporated into induction programmes ( Review current material issued)</p> <p>Monitor and evaluate any training undertaken</p>	<p>HRM Sept 05</p> <p>HRM</p> <p>HRM</p>	<p>Completed/ Review Completed</p> <p>To be completed</p>
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OBJECTIVE	ACTION	OFFICER RESPONSIBLE / TIMESCALE	OUTCOME
<b>Communication</b>	Consider how we communicate internally and externally. Review communication mechanisms within the Council.	IIP Steering Group Ongoing	Complete
	Working towards IIP communication central issue.	HRM/ Steering Group	Ongoing
	Working towards H R Standards	HRM	Ongoing
	Intranet set up	HRM	Complete
	Public Meetings	HRM/GRO	Ongoing
	Audit any pamphlets or information which is issued to the general public. Use Ariel 14 black and white	Access EQIA Sept 05	To be completed
	Consider pricing schedules – are they sufficiently displayed within the Leisure Centre. Environmental Health, and the Lammas Fair consider communication make sure communication is jargon free it should meet the needs of the people we are communicating with.	Access EQIA Sept 05	To be completed
	Telephone communications. Consider implementing Text phone Consider an Induction loop	Access EQIA Sept 05	Ongoing
Ask the Section 75 groups – survey, questionnaire, Moyle matters, when CE is required to speak publically ensure that he takes the opportunity to refer to Equality within Moyle and the Section 75 duties.	Chief Executive/HRM	Complete	

	<p>Ensure the website is compatible with accessibility software for people with visual impairments.</p> <p>Review their compatibility with guidelines set out by the Web Accessibility Initiative (WAI) approved by the World Wide Web Consortium.</p> <p>Review the access to Equality issues within the Website – speak to Martin</p> <p>Access (Subject to an EQIA)          Consider signage          Access to toilets          Shop mobility, Anne Collins          Grounds Maintenance – raised beds, herbal pathways broad          Events Management Contact Disability Action in particular re Lammas fair          Access, signage, car parking, facilities, toilets, changing facilities          Review information disseminated to ensure accessible</p>	<p>I T July 05</p> <p>I T July 05</p> <p>I T July 05</p> <p>DPP Manager/HRM Sept 05</p> <p>Lammas Fair Working Group June 05</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete</p>
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OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALE	OUTCOMES
<b>Data Collection &amp; Analysis</b>	Consider a data base of previous, current and future consultation exercises Contact all departments within the Council and ascertain details in relation to consultation exercises conducted.	HRM/Officers Aug 05	To be completed
	What service reviews have been carried out review data from these  Customer satisfaction surveys  Best Value reviews  Monitoring established	Policy Officer Development June 05	To be completed
	Data base on training available and training conducted.	Admin Officer July 05	To be completed
	Build up information internally. Audit the data which is currently available within the Council ensure that it is readily accessible – files on computers Census Data Data from Leisure centers Data from Lammas Fair Research Staff survey IIP	HRM July 05	To be completed

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALES	OUTCOMES
<b>Information Provision, Access to Information and Services</b>	See Communication Access to Information and Services is subject to an EQIA	DPP Manager/HRM Sept 05	Ongoing
<b>Complaints</b>	No Complaints		

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALES	OUTCOMES
<p><b>Consultation, Participation and Engagement</b></p> <p>Consultation is an integral part of the policy making process.</p> <p>Consultation requirements are outlined in the Equality Scheme</p>	<p>Review current consultation bodies within the Council and consider the possibility of using forums already established to consult with the 9 section 75 groups regarding equality and good relations issues.</p>	<p>HRM August 05</p>	<p>Ongoing</p>
	<p>Review consultees. Review previous consultation how effective was it, if we received a poor response why EQIA stage 4 Identify specific groups at the back of the guidance manual contact them by phone to discuss.</p>	<p>HRM August 05</p>	<p>Completed</p>
	<p>Build up capacity in community groups</p>	<p>GRO/CSC</p>	<p>Ongoing</p>
	<p>Implement consultation exercise for the Good Relations Strategy and the Community Relations EQIA Carry out targeted consultation with Section 75 groups</p>	<p>CRO</p>	<p>Completed</p>
	<p>Develop relationships with umbrella groups and with local groups in each of the Section 75 groups.</p>	<p>GRO/HRM</p>	<p>Ongoing</p>
	<p>Establish Statutory Duty Partnership with Ballymoney, Larne and Moyle</p>	<p>HRM</p>	<p>Developing</p>
	<p>Smaller Councils Forum Staff Commission – 1<sup>st</sup> meeting 28<sup>th</sup> June</p>	<p>Staff Commission HRM</p>	<p>Ongoing</p>
	<p>Attend the Equality Officers Forum Carry out pre consultation re HR EQIA and Access EQIA</p>	<p>HRM/DPP Manager July/August 05</p>	<p>Ongoing</p>

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALES	OUTCOMES
<b>The Good Relations Duty</b>	<p>Develop a Good Relations Strategy for the Council.</p> <p>Develop and implement further training in Equality and Good Relations within the Community</p> <p>Produce a Good Relations Training Programme</p>	<p>CRO</p> <p>CRO</p> <p>CRO/HRM</p>	<p>Completed</p> <p>Ongoing</p> <p>Ongoing</p>
<b>Main/streaming</b>	<p>Equality considerations will be central in policy development, implementation, monitoring and review. By mainstreaming Equality within the Council equality will inform all aspects of the work of all employees within the Council.</p> <p>Mainstream EQIA timetables into other policy review timetables i.e. Best Value and good practice reviews.</p> <p>Review service plans.</p>	<p>Chief Executive/Senior Officers</p> <p>Senior Managers</p>	<p>Ongoing</p> <p>Ongoing</p>

## EQUALITY ACTION PLAN 2006 - 2007

OBJECTIVE	ACTION	OFFICER RESPONSIBLE	OUTCOME
<b>Strategic Implementation of Section 75 duties</b>	Review Equality objectives and associated performance indicators within Corporate Strategy and service plans for each department	Chief Executive/ Development Manager	
	Review Mechanisms to ensure equality commitments are measured and accountable <ul style="list-style-type: none"> <li>▪ Corporate Strategy measured – Service Plans</li> <li>▪ Review of Statutory duties at monthly Senior Officers Meeting</li> <li>▪ Report on Statutory duties to Council</li> </ul>	Chief Executive/ Development Manager	
	Continue Bi monthly meeting of Equality Working Group	Chief Executive/HRM	
	Review resources allocated to the implementation of Statutory duties	Director of F&A	
	Continue to implement H R Standards Equality commitments working towards Level 1 working towards 3	HRM	

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OBJECTIVE	ACTION	OFFICER RESPONSIBLE	OUTCOME
<b>Screening and Equality Impact Assessment (EQIA)</b>	Screen all New Policies and complete and consult on screening report	HRM/Equality Working Group HRM	
	Implement Equality Toolkit within the Council (Mainstreaming)	HRM/Senior Managers	
	Develop a time line in relation to the completion of EQIA's , consultation, council etc NB Incorporate a 10 week consultation process  The HRM should be available at the first meeting and be available for advice throughout the process.	HRM	
	Community Relations EQIA issued organized targeted consultation. Consultation ends July 31 <sup>st</sup>	GRO/HRM	Ongoing
	Make all staff aware of consultation process internally	HRM	Complete
	Community Services EQIA progress	Community Services Officer	
	Human Resources EQIA progress	HRM	
	Access EQIA	HRM and DPP Manager	

OBJECTIVE	ACTION	OFFICER RESPONSIBLE	OUTCOME
Screening and Equality Impact Assessment (EQIA) Cont'	Culture and Arts EQIA	Development Manager and Community Safety Co-ordinator	
	Purchasing Policy EQIA	Director of Finance and Administration	

OBJECTIVE	ACTION	OFFICER RESPONSIBLE	OUTCOME
<b>Training</b>	Introduce an Equality Toolkit to assist managers within the Council implement Section 75 requirements.	HRM/Senior Officers	
	Identify training which has occurred consider was it effective? Evaluation process	HRM	
	Review Front line staff and equality awareness training, involve the section 75 groups.	HRM	
	Review training on how to conduct a consultation exercise	HRM	
	Contact James Knox of COSO, disability action, re training requirements	HRM	Deaf Awareness training scheduled Oct 06
	Compile a Data base of training available and conducted	HRM	
	Review training for staff in management roles	HRM	
	Monitor and evaluate any training undertaken	HRM	

OBJECTIVE	ACTION	OFFICER RESPONSIBLE	OUTCOME
<b>Communication</b>	Continue to review external and internal communication mechanisms within the Council.	IIP Steering Group Ongoing	
	Working towards IIP communication central issue.	HRM/ Steering Group	
	Working towards H R Standards	HRM	
	Public Meetings, review organization of public meetings	HRM/GRO	
	Audit any pamphlets or information which is issued to the general public. Use Ariel 14 black and white	HRM/GRO	
	Consider pricing schedules – are they sufficiently displayed within the Leisure Centre. Environmental Health and the Lammas Fair consider communication make sure communication is jargon free it should meet the needs of the people we are communicating with.	Access EQIA	
	<p>Ensure the website is compatible with accessibility software for people with visual impairments.</p> <p>Review their compatibility with guidelines set out by the Web Accessibility Initiative (WAI) approved by the World Wide Web Consortium.</p> <p>Review the access to Equality issues within the Website</p>	<p>I.C.T Consultant</p> <p>I.C.T. Consultant</p>	

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALE	OUTCOMES
<b>Data Collection &amp; Analysis</b>	Consider a data base of previous, current and future consultation exercises Contact all departments within the Council and ascertain details in relation to consultation exercises conducted.	HRM/Officers	
	What service reviews have been carried out review data from these Customer satisfaction surveys Best Value reviews	Policy Officer/ Development	
	Data base on training available and training conducted	Admin Officer	
	Build up information internally. Audit the data which is currently available within the Council ensure that it is readily accessible – files on computers Census Data Data from Leisure centres Data from Lammas Fair Research Staff survey IIP	HRM	

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALES	OUTCOMES
<b>Information Provision, Access to Information and Services</b>	See Communication Access to Information and Services is subject to an EQIA	DPP Manager/HRM	Ongoing
<b>Complaints</b>	No Complaints		

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALES	OUTCOMES
<p><b>Consultation, Participation and Engagement</b></p> <p>Consultation is an integral part of the policy making process.</p> <p>Consultation requirements are outlined in the Equality Scheme</p>	Review current consultation bodies within the Council and consider the possibility of using forums already established to consult with the 9 section 75 groups regarding equality and good relations issues.	HRM	
	Build up capacity in community groups	GRO	
	Develop relationships with umbrella groups and with local groups in each of the Section 75 groups.	HRM/GRO	
	Establish Statutory Duty Partnership with Ballymoney, Larne and Moyle	HRM	
	Continue to attend Smaller Councils Forum Staff Commission Attend the Equality Officers Forum	HRM	
	Carry out pre consultation re HR EQIA and Access EQIA		

OBJECTIVE	ACTIONS	OFFICER RESPONSIBLE / TIMESCALES	OUTCOMES
<b>The Good Relations Duty</b>	Action Plan for 2006/2007 attached		
<b>Main/streaming</b>	Equality considerations will be central in policy development, implementation, monitoring and review. By mainstreaming Equality within the Council equality will inform all aspects of the work of all employees within the Council.	Chief Executive/Senior Officers	
	Mainstream EQIA timetables into other policy review timetables i.e. Best Value and good practice reviews.	Development Manager	
	Review service plans.	Managers	

## **Good Relations Project Details 2005 - 2006**

### **Community Activities – Promotions**

#### *Senior Citizens*

Bringing a number of elderly people together for various activities and promotions. It is important that this section of our community is not forgotten about in the implementation of our programme as they bring a wealth of learning and experience to younger members of the community. The focus of activities will mainly be around the Christmas period and will hopefully be able to facilitate discussion groups around community relations issues.

#### *Carol Service*

This will provide for the annual interdenominational carol service in Ballycastle. The newly established working group hope to build on last years success by working in partnership using an interagency approach involving the public sector, voluntary sector, local clergy and a nominated charity.

### **Cross Community Contact**

#### *ISE (Irish School of Ecumenics) & Inter-Church work*

Various faith and religious based talks aimed at provoking discussion and action on the various issues as identified. The sessions are directed and facilitated by Rev. Dr Johnston McMaster and Cathy Higgins. Furthermore, this should also provide for follow on work stimulated from the successful “Church in the Community” conference held in January 2005.

#### *Moyle Outdoor Challenge*

Scheme implemented locally engaging young people in a demanding programme of various challenges promoting good citizenship and community service. This scheme is funded through a partnership of PSNI, Moyle District Council Community Safety and Community Relations Departments, Moyle DPP, Outward Bound and the Moyle Youth Development project. Sixty participants from each of the four post primary schools are selected and engage in three competitive stages of physical and team building challenges. A successful group of twelve participants from each of the schools are selected competitively and representatively from the various schools. The winning twelve complete a five day activity week and complete volunteer training at the Share Centre, Lisnaskea. On completion of the week, each individual commits to undertaking ten hours of community work with community groups or voluntary organisations. The inaugural year of the Challenge was 2004 and it is proposed that to develop it this year that cultural diversity training is given as well volunteer training.

#### *Hands on History*

Stage 1 of the ‘Hands on History’ project encourages local communities to “look inward” at themselves under a single identity basis, by examining the social, geographic and political history of their immediate locality. The project provides opportunity for cross community contact as Stage 2 encourages shared visits

and trips between two communities. Regional interaction in terms of crossing Council boundaries is encouraged at Stage 3 of the project. Hands on History was piloted in 2004/05 financial year and proved very successful.

## Cultural Activities

### ***Grant Aid to Groups***

Our grant aid scheme administered by strict criteria for the promotion of cultural diversity / single identity and cross community work.

### ***Cultural Diversity Work***

Exploring the main traditions in Northern Ireland and engaging in work with organisations such as the Orange Order and GAA. It is anticipated that some of this work will involve working in partnership with Will Glendinning of Diversity Challenges.

## **Mainstreaming**

### *Good Relations Training*

Training for elected members and staff.

### ***Good Relations Strategy Development***

To undertake the completion of the new three-year Good Relations strategy for the District Council programme.

## **Regional CR Issues**

### ***Community Relations Officers Northern Regional Forum***

This is to provide for the hosting of the Northern region CRO's Forum, and for associated projects and activities. It is already planned that some of this would include hosting a regional conference on Ethnic minorities. Other activities at a regional level should include the Hands on History project, and inter-church work that should follow on from the successful Church in the communities' conference.

## **Tackling Hard Issues**

Good Relations Sub-committee of Moyle Community Safety Forum

### ***Forum Development***

To decide as a forum on how to implement various projects with particular relevance to good relations. This is a new group established as a sub group of the Moyle Community Safety Forum to specifically focus on issues of good relations. It is anticipated that this should include focusing on the issue of parades, flags and black and ethnic minorities.

### ***Victims Work***

To address the needs and issues of victims of the 'troubles' in the area and to be implemented in association with other agencies who specialise in providing services for this group of people.

## **Training**

Training needs will be identified in consultation with the local community and provided as necessary. Past training sessions have looked at Conflict management, speakeasy, negotiation skills, prejudice and human rights.

## **Youth Programmes**

### ***Schools***

After schools programme primarily focused on children of a primary school age, with a particular emphasis on bringing people together through sport.

### ***Youth group activities***

This will engage primarily post primary age young people and groups in the area on a number of community relations themes. Youth activities will also be implemented in partnership with other agencies such as the PSNI, North Antrim Youth Association and NEELB.

## **Other**

### ***Publicity / Promotion***

Moyle matters publications (x2 per annum), which is a biannually produced Council Newsletter which gives an ideal platform to profile the work of the Community Relations Department.

## **Monitoring / Evaluation**

We are currently seeking guidance on practical measures or tools to implement in the successful monitoring or evaluation of the programme.

To date the Grant Aid scheme has a comprehensive evaluation form and complemented by a monitoring equality form.

All training and/or educational courses supply evaluation and equality monitoring forms post event.

In the development of a community relations strategy various baseline information will be collected in consultation with local individuals, community groups and other agencies from various sectors. This will take into account current community attitudes and perceptions as well as community issues and problems. As part of this process evaluation will be taken into account of the current programme as well as recommended improvements in the future.

## GOOD RELATIONS ACTION PLAN 2006-2007

<i>Theme: Promoting Good Relations</i>					
<b>Aim</b>	<b>Action</b>	<b>Outputs</b>	<b>Potential Partners</b>	<b>Timescale</b>	<b>Performance Indicators</b>
1 To support opportunities for the development and promotion of Good Relations within the Moyle District	1.1 - Improve public awareness of the Good Relations Officer and of the Good Relations Programme	Press releases for every event as appropriate	Local Media	Ongoing	Press coverage
	1.2 - Regularly communicate to the public on good relations issues	Moyle Matters article	Local Media	Twice annually	Publication of document
	1.3 - Work with the local media to ensure positive good relations are promoted	One themed article every 2 months	Local Media	Six articles annually	Press coverage
	1.4 - Work to maximise tourism and economic development through the promotion of good relations	Support for Celtic European Festival of the Sea	EDO, TDO Local Businesses Tourism Agencies	Ongoing	Grant support for Festival
	1.5 - Provide training and capacity building to enable local communities to engage in good relations	Training offered as identified in needs analysis (May)	Community Groups Service Providers	Engage ten groups annually	Monitoring of participant profiles
	1.6 - Develop partnerships with statutory agencies and community/voluntary groups that enhance good relations	Participation in MCSP Community Networks, e.g. CAPN, RCEP	Moyle Community Safety Partnership (MCSP) Community Networks	Attend two such meetings monthly	Meeting Reports
	1.7 - Work in conjunction with other District Councils to optimise the Good Relations benefit to Moyle	Participation in Northern Regional Forum – developing regional projects	Community Relations Officers Northern Regional Forum	Meet monthly	Regional Conference
	1.8 - Establish a stand alone Good Relations Forum that will inform and advise on the implementation of the strategy	Organise Forum to meet bimonthly	MCSP Community/Voluntary Sector	Establish Forum	Minutes of meeting
	1.9 - Create common ground for dialogue and constructive political debate	Liase & coordinate Community Dialogues	Political representatives Community Dialogue	Ongoing	One per quarter

	1.10 - Seek to develop inclusivity of the district both in terms of geography and in terms of religion, politics and race	Organise events in each part of the district as appropriate	MCSP Churches Community Groups	Ongoing	Event organised in each part of the District
	1.11 - Research and implement good practice with regards to race relations	Carry out audit of migrant workers in the area	NICEM Community Groups Race Relations Unit Corrymeela, PSNI	Ongoing research with one project implemented	Audit report July 2006

***Theme: Enhancing Civic Leadership***

<b>Aim</b>	<b>Action</b>	<b>Outputs</b>	<b>Potential Partners</b>	<b>Timescale</b>	<b>Performance Indicators</b>
2  To develop civic leadership through equitable and transparent governance and by enabling others to participate in civic society.	2.1 - Ensure that the Good Relations programme is delivered in an equitable manner, reporting directly to Council	Monthly report	Council MCSP Community Groups	Ongoing	Monthly report
	2.2 - Develop detailed annual actions plans to ensure the delivery of the Good Relations Strategy	Annual Action Plan	Council MCSP Community Groups	Action plan in place by Jan 06	Action Plan approved
	2.3 - Rename the post of Community Relations Officer as Good Relations Officer and review the job description	Rename and rebrand the Programme Penguin pull up, Email address, Correspondence, Grant forms etc	CRU Human Resources Manager (HRM)	Post Renamed by April 06	Materials produced and distributed
	2.4 – Ensure that Good Relations is mainstreamed across all Council Departments	Participate in Council Equality Group, liase with Senior staff	HRM Senior Council Staff Council	Ongoing	Review actions of SMT
	2.5 - Develop a Good Relations Checklist that all current and future Council policies must adhere to	Checklist developed	HRM	March 2007	New checklist
	2.6 - Contribute to the fulfilment of its Equality Scheme through the implementation of the Good Relations Strategy	Participate in Council Equality group	Council Equality Group	Ongoing	Progress on EQIA's Timetable

	2.7 - Develop closer working relationships between the Good Relations Officer and Human Resources Section of Council	Regular contact & liaison regarding internal equality & good relations issues	HRM	New working structures evolved	Strong Council profile of GR & Equality
	2.8 - Engage members and staff in a good relations training programme that will increase and enhances civic leadership	Implement recommendations of GR & Equality Training of January 2006	Council	Ongoing	Recommendations implemented
	2.9 - Review and revise the existing grants scheme in line with new Good Relations themes	New guidelines, application form and evaluation & monitoring form	Community Groups CRU / CRC	August 2006	New forms distributed
	2.10 - Monitor and evaluate the delivery of the strategy and the associated action plans	Review at Good Relations Forum meetings	<i>MCSP</i> Community Groups	Quarterly reviews	Areas of progress identified
	2.11 - Make information on the progress of the strategy available to elected members and to ratepayers	Monthly reports to Council Themed press releases Website development	Local Media	By June 06	Monthly reports Six press releases annually
	2.12 - Review regularly the public's perception of how it promotes good relations	Public meetings in District Community Action Planning	Local Media Community groups	Open Public Meetings	Three meetings in District annually

<b>Theme: Supporting Community Engagement</b>					
<b>Aim</b>	<b>Action</b>	<b>Outputs</b>	<b>Potential Partners</b>	<b>Timescale</b>	<b>Performance Indicators</b>
3 To cultivate inter community and intra community	3.1 - Evaluate the contribution that currently supported events make to the new Good Relations Strategy	Development of new PI's Monitoring & Evaluation forms from events	Event organisers and participants	Ongoing	New forms/ PI's Sign of progress over time

engagement and to encourage the development of better relations within the community as a whole.	3.2 - Provide financial support for community events that enable the delivery of the aims set out in the Good Relations Strategy	<p>Grants scheme</p> <p>Interchurch Service</p> <p>Irish School of Ecumenics courses</p> <p>Ballycastle Churches Action Group</p> <p>Victim / survivor work</p> <p>Senior Citizens Christmas Function</p> <p>Moyle Outdoor Challenge</p> <p>School Sports Programme</p> <p>Youth groups – Junior: Causeway Quest Activity Senior: Prejudice awareness seminars</p> <p>Moyle Youth Council</p>	<p>Community Groups</p> <p>} Clergy / Church membership</p> <p>WAVE</p> <p>Senior Citizens Clubs</p> <p>Secondary Schools</p> <p>Primary Schools</p> <p>Youth groups</p> <p>Moyle Youth Council NEELB</p>	<p>Ongoing</p> <p>December</p> <p>January</p> <p>Ongoing</p> <p>Ongoing</p> <p>December</p> <p>Spring</p> <p>May</p> <p>Autumn / Winter</p> <p>Ongoing</p>	<p>Eight grants annually</p> <p>Participant feedback forms</p> <p>Gp established</p> <p>Sponsored activities</p> <p>60 young adults</p> <p>Participant profiles</p> <p>One project implemented</p>
	3.3 - Work proactively to engage socially excluded groups	<p>Hate crime event “Knowing Me, Knowing You”</p> <p>Develop Council Policy with regard to Travellers</p>	<p>MCSP Churches Community Groups Travellers Groups</p>	<p>April</p> <p>September</p>	<p>100 participants</p> <p>Service provider feedback</p> <p>New policy developed 09/06</p>

	3.4 - Work proactively to seek to engage those who have not previously engaged with the programme due to fear or denial	<b>Focus on groups identified in the EQIA</b> Focus on community groups with no previous contact with programme	MCSP Churches Community Groups	Ongoing	Three new groups annually
	3.5 - Develop support mechanisms to encourage and enable local communities to deliver local good relations outcomes	Grants scheme Training programmes as identified in needs analysis Capacity Building Initiatives	MCSP Community / Voluntary Sector	Ongoing As identified	Eight grants annually Two training events
	3.6 - Enable local communities to be fully involved in the delivery and development of annual action plans that deliver the Good Relations Strategy	Consult potential Good Relations Forum members on action plan development Community Action Planning meetings	Community Groups	Autumn	Bimonthly GR Forum meetings  Three annually
	3.7 - Provide ongoing opportunities for local communities to be consulted on good relations issues	Public meetings in District Community Action Planning Attend community group meetings	Community Groups	Ongoing	Feedback from meetings Attend 12 community group meetings annually

<b>Theme: Celebrating Cultural Diversity</b>					
<b>Aim</b>	<b>Action</b>	<b>Outputs</b>	<b>Potential Partners</b>	<b>Timescale</b>	<b>Performance Indicators</b>
4  To support the understanding and non threatening celebration of the rich diversity of cultures in Moyle, harnessing it for the greater good of all residents and visitors.	4.1 - Evaluate the contribution that currently supported events make to the new Good Relations Strategy	Development of new PI's Monitoring & Evaluation forms from events	Event Organisers	Evaluate contribution of current events	New forms/ PI's Sign of progress over time
	4.2 - Enable and support increased understanding of local cultures, languages, history and traditions	Hands on History events Development of "New arrivals programme" concept	Orange Order, Ancient Order of Hibernians, Ethnic Minority Groups, Community Groups	Ongoing	Participant Profiles One new arrivals workshop
	4.3 - Enable the celebration of the rich diversity of cultures that are to be found within the district	International Cultural Celebration Culturally relevant programming at film club Promote single identity work – e.g. Power to the People	Parading organisations, Corrymeela, Ethnic Minority Groups, Community Groups	February  Ongoing	Participant profiles
	4.4 - Support financially cultural events that enable the delivery of the aims set out in the Good Relations Strategy	Supporting the main traditions e.g. Ulster Scots, Irish traditional movement, subject to appropriate criteria	Community Groups	Ongoing	Progressive projects financially supported
	4.5 - Develop approaches that will enable non threatening celebration of culture including culture as expressed through parades, flags and symbols	Possible areas of contention Parades – Ballycastle Flags – Bushmills, Mosside, Armoy, Ballycastle Attempt to facilitate meetings with local community leaders / activists regarding these issues	Councillors Community Groups Statutory Agencies	Engage with relevant stakeholders as appropriate	Discussion on issues Local resolution to satisfaction of community
	4.6 - Provide support to local festivals that are contributing to Good Relations through their programmes	Support through Grants scheme Support subject to appropriate criteria	Community Groups	Ongoing	Three grants applied for annually

**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.**

1.2 The salary for the Human Resource Manager for the period of 2005/06 was £29,004 - £31, 557

The salary for the Good Relations Officer for the period of 2005/06 was £22,512 - £24,000.

The Council allocated £5,000 for the implementation of statutory responsibilities.

## **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.

2.1 A screening report has been completed a summary of which is attached. This report will be issued for Consultation on 4<sup>th</sup> September 2006. The closing date for the Consultation exercise is 10<sup>th</sup> November 2006.

2.2 During the review period the Council also reviewed and consulted on a revised EQIA Timetable.

2.3 We also reviewed the screening process used by the Council and conducted training with officers and managers in relation to the new screening process and the EQIA process.

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 The Council's Equality Scheme outlines a number of key training objectives which have provided a framework through which training needs have been identified and delivered.

OBJECTIVE		TRAINING PROVIDED 2005/2006
Objective 1	Raise awareness of current anti discrimination legislation in Northern Ireland including the provision of Section 75 Schedule 9 and Section 76 of the Northern Ireland Act	All Councillors, Managers and Employees received training during the review period in relation to objective 1. This was facilitated by TIDES training in relation to Equality and Good Relations
Objective 2	To those employees involved in the screening of policies with the necessary skills and knowledge to do this work effectively	Senior Officers and Managers received training during the review period in relation to screening policies
Objective 3	To those employees involved in the consultation of policies with the necessary skills and knowledge to do this work effectively	No training was provided during the review period in relation to Consultation.
Objective 4	To those employees involved in the Equality Impact assessment of policies with the necessary skills and knowledge to do this work effectively	Senior Officers and Managers received training during the review period in relation to EQIA's
Objective 5	To those employees who deal with complaints in relation to the implementation of the Council's scheme, with the necessary skills and knowledge to investigate and monitor complaints effectively	No training was provided during the review period in relation to dealing with complaints.
Objective 6	To those employees involved in the implementation and monitoring of the effective implementation of the Council's Equality Scheme to do this work effectively	No training was provided during the review period in relation to monitoring arrangements.
Objective 7	To evaluate the extent to which all participants in this training have acquired the necessary skills and knowledge to achieve each of the above objectives.	As part of the TIDES training in Equality and Good Relations an evaluation of the effectiveness of all of the areas outlined above was undertaken.

- 3.2 During the review period the Council completed a significant amount of training in relation to Equality and Good Relations. This training specifically addressed the criteria outlined within Objective 1 and Objective 7 of the Council's Equality Scheme.

This training was developed for and delivered to Councillors, Managers and all Employees within the Council.

The Council adopted a Four Stage process in relation to the delivery of this training.

### **Stage 1 - Delivery of training in Equality and Good Relations**

TIDES established a clear working knowledge of the current policy, practice and procedures within the Council in relation to Equality and Good Relations. They reviewed all of the current policies and procedures in place relating to Equality and Good Relations. They then delivered training tailored specifically for employees, managers and senior staff and Councillors.

The training programme considered the following components:

- Where does diversity legislation come from?
- Where did the Equality and Good Relations Legislation come from?
- Why is it relevant to Moyle District Council?
- Why is diversity legislation difficult to implement?
- What part do you as an individual have to play in the implementation of Equality and Good Relations in MDC?
- Creative problems solving (Using a range of focused scenarios)

A key element of the training programme was helping support both a greater understanding and perhaps more importantly a formal acknowledgement of how policy frameworks actually relate to the internal operating culture of an organization (Tacit culture).

### **Stage 2 – Audit on the state of Good Relations within the Council**

A desk based assessment was conducted and then a consultation process commenced with staff. A structured interview process was carried out to ensure comparability and consistency of the information gained.

As part of this process TIDES established a key reference group from within the Council to allow clarification and feedback in relation to the content of the training programmes and the content of the audit. The objective of this exercise was to understand how the reality of the

principles of Good Relation and Equality actually occur 'on the ground'. It was their view that many organizations have well written policy frameworks which bear little relation at times to the established 'Tacit Culture' operating within the organization. A major gap between the formal policy framework and the operating tacit culture would be an indicator of some stress on the issues relating to Equality and Good Relations.

Following a review of the following documents within the Council:

- Equality – What you need to know (Induction Document)
- Good Relations – What you need to know (Induction Document)
- Equal Opportunities Policy
- Good Relations Strategy – Consultation Summary Spring 2005
- Policy and Procedure for dealing with harassment March 2004
- Summary of Community Survey May 2005
- Public Authority Progress Report 2004 – 2005
- Corporate Plan
- Developing our Shared Future – Good Relations Strategy 2006-2009

TIDES advised that Council that,

***“Through the audit it was fairly quickly established that Moyle District Council has demonstrated a clear and coherent range of policies relating to the support and commitment of maintaining and building a culture of Good Relations and Equality within the Council and through its work. Policy and procedure was clear and there was no doubt that this material had been well resourced. There were little grounds for suggesting any further improvement to this policy framework.”***

### **Stage 3 – Evaluation of the training and its impact within the Council.**

During the training sessions each training group was asked to complete an Evaluation and Learning Assessment Document before the training and immediately after the training. This information was then analysed to understand the impact which the training had.

Following this analysis the evaluation showed a consistent improvement of understanding in terms of Section 75, Council Policy and Professional liability. The evaluation confirmed that the three core elements of the Section 75 of the Good Relation legislation Religion, Race and Politics were core elements of the training, scenarios that none of these were featured on the evaluative returns. Tides training concluded,

***“We were not overly surprised by this finding as during the training the staff on all levels maintained that Religion, Politics and Race were not a contentious issue within the day to day working lives of Council staff”***

A number of key elements of work were identified but these focused on organizational issues namely:

- Improved Communication
- Team Building
- Staff Meetings/Conferences/Partnerships
- Consistent levels of Staff Accountability and Management
- Ongoing Training

#### **Stage Four – Presentation to Senior Officers and Councillors regarding the outcome.**

A presentation outlining the findings and learning in place following the training, audit and evaluation process was given to Councillors and Senior Officers. A copy of the final report was also circulated to all staff for information.

- 3.3 During the review period the council also completed training in relation to Objective 2, senior officers and managers received training during the review period in relation to screening policies and Objective 4, Senior officers and managers also received training in relation to conducting EQIA's.
- 3.4 The Council continue to ensure that through Induction training new employees are made aware of the Equality legislation and the policies and procedures which are in place to support this.

#### **Section 4: Communication**

##### **Provide details of how the authority communicated progress on delivery of the statutory duties during 2005-06.**

- 4.1 The implementation of Equality within the Council is directed by the interdepartmental working group the Equality Working Group (EWG). The EWG meets bi monthly. The EWG reviews work plans, the EQIA timetable and considers policy.
- 4.2 In addition the Human Resource Manager reports to the Senior Officers Meeting on a monthly basis regarding the progress of the implementation

of Section 75. Following a structural review within the Council the Human Resource Manager will advise the Management Team regarding the progress of statutory duties however agreement has yet to be reached regarding the frequency of this report.

- 4.3 The Council has in place a Joint Consultative Committee which facilitates communication between employees and the Council regarding the implementation of Equality and Good Relations. The following trade unions are represented on the JCC, NIPSA, UCATT and GMB. The JCC meets on a bimonthly basis.
- 4.4 During the review period the Council has established an Internal Council Newsletter called 'Staff Matters' this is circulated to all staff within the Council every other month. This newsletter is used as a vehicle to provide up-dates to inform employees of equality/good relations developments and future issues.
- 4.5 The external Council Newsletter ' Moyle Matters' is also used as a vehicle to provide articles and up-dates to the wider population about developments in the field of equality and good relations.
- 4.6 Internally throughout the review period the Council has continued to develop the internal intranet. The intranet has proved a valuable tool in communicating and consulting with staff regarding Equality and Good Relations.
- 4.7 Our statutory duty is maintained in relation to communicating with our consultees on our Consultation List. We conduct targeted consultation in relation to the development of new policies or changes to our original EQIA schedule. The screening decisions are consulted through a screening report which is forwarded to our Consultation List, focus groups and on the website.
- 4.8 During our Induction both for Employees and for Councillors both groups receive information in relation to Equality and Good Relations within the Council.
- 4.9 The Annual Progress Report is also central to the communication process in relation to the delivery of our statutory duty. The Progress Report is completed by the Human Resource Manager and the Good Relations Officer in consultation with the Equality Working Group.

Once again this year in an effort to further mainstream equality and good relations within the Council a questionnaire was issued to all managers and senior officers to provide details and review how they incorporated

and implemented equality and good relations duties within their areas of responsibility.

The Progress Report is reviewed by the Senior Management Team, the JCC and is forwarded to Council for information.

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

- 4.10 The Human Resource Manager and Good Relations Officer attend lectures, seminary and conferences throughout the year and actively seek to develop the service. In addition all of the groups outlined above, the EWG, the JCC and the Senior Management Team provide feedback regarding the effective communication of the Statutory duties.
- 4.11 The Council determined that they would work towards the implementation of Investors in People during the review period. A steering Group has been established and Communication is one of the central themes the IIP Steering Group is reviewing.
- 4.12 The Council also took part in a pilot of the HR Standards established by the Local Government Staff Commission. As part of this review both Equality and Communication issues were reviewed and improvements agreed.
- 4.13 Work undertaken in relation to the Access EQIA has already highlighted further areas of improvement within the Council in relation to Communication.
- 4.14 Work is also ongoing in relation to the Councils current website and accessibility and communication issues.

**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.**

- 5.1 Considerable statistical information is held centrally within the Council in relation to the District of Moyle, this is updated annually and used in the development of the Councils Corporate Planning Process.
- 5.2 During the last review the Council established a data base detailing information which is available for all Council officers when undertaking an

Equality Impact Assessment or developing new policies and procedures within the Council.

- 5.3 The Council has also undertaken a number of surveys and questionnaires including, a Good Relations audit which was delivered to every household within Moyle. The information gained from this shaped the Good Relations Strategy within the Council.
- 5.4 In addition further data specifically relating to Moyle is available from a Community Safety Consultation exercise which incorporated questionnaires for the community and business and schools. As part of this audit respondents were requested to indicate their age, gender, religious affiliation, racial background and disability.

**Describe any systems established during the year to monitor the future adverse impact of policies that were subject to EQIA.**

- 5.5 During the review period the Council considered the monitoring information forwarded to all job applicants.

**Detail any research undertaken/commissioned during 2005-06 to obtain data/information relating to the nine equality categories.**

The Council did not during the review period undertake or commission any research in relation to the nine equality categories.

**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.**

- 6.1 The Council is committed to providing information in alternative formats as outlined within the Equality Scheme. Information is available on request in alternative formats such as large print, Braille, disc and audio cassette and in minority languages to meet the needs of those not fluent in English.

**Detail any initiatives/steps taken to improve access to services.**

- 6.2 The Council has worked with Ballymoney and Coleraine Council to develop a Welcome & Information Pack for New Citizens. The Pack contains information in relation to Councils and Council Services, Emergencies, Personal and Community Safety, Advice and Support,

Housing, Medical Services, Post Offices, Education, Employment, Other Agencies and Public Transport.

It is available in Chinese Traditional, Chinese Simplified, Russian, Polish, Romanian, Portuguese and Bulgarian

### 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 – 2006.

### 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.**

EQIA Schedule Revised

<b>EQIA Timetable</b>	<b>Lead Officer</b>
<b>June 2005 – May 2006</b>	
Community Services	HRM
Community Relations	GRO
Access to Council Services and Facilities Incorporating: <ul style="list-style-type: none"> <li>• Complaints and</li> <li>• Reception</li> </ul>	HRM/DPP
Human Resource Policies Incorporating: <ul style="list-style-type: none"> <li>• Equal Opportunities</li> <li>• Advertising</li> <li>• Recruitment</li> </ul>	HRM/DPP

<ul style="list-style-type: none"> <li>• Harassment</li> <li>• Rates of Pay</li> <li>• Compensatory Leave of</li> <li>• Absence</li> <li>• Retirement</li> <li>• Dress code</li> <li>• Education, Training and</li> <li>• Development</li> </ul>	
<b>April 2006 – 2007</b>	
Purchasing	DFA
Arts and Culture	DM/CSC

### **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 During the review period the Council commenced an exercise through which it would review the current consultations forum currently in place within the Council and utilize these resources to consult with Section 75 groups. This work is currently ongoing.
- 9.2 The council also completed a review of our consultation list and sought feedback from consultees regarding continuing to be a consultee of Council.
- 9.3 Extensive consultation was undertaken within the District with all ratepayers and Community Groups in relation to the implementation of the Good Relations Strategy.
- 9.4 As a region Ballymoney, Larne and Moyle established a statutory Duty Partnership which has proved beneficial to all Councils involved.
- 9.5 The Council also participated in a Smaller Council's Network regarding Equality facilitated by the Local Government Staff Commission.
- 9.6 The HRM also continues to attend the Equality Officers Forum.

## **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.

The following work was undertaken in relation to Good Relations Duty.

### **Community Activities – Promotions**

#### *Senior Citizens*

Bringing a number of elderly people together for various activities and promotions. It is important that this section of our community is not forgotten about in the implementation of our programme as they bring a wealth of learning and experience to younger members of the community. The focus of activities will mainly be around the Christmas period and will hopefully be able to facilitate discussion groups around community relations issues.

#### **Carol Service**

This will provide for the annual interdenominational carol service in Ballycastle. The newly established working group hope to build on last years success by working in partnership using an interagency approach involving the public sector, voluntary sector, local clergy and a nominated charity.

### **Cross Community Contact**

#### *ISE (Irish School of Ecumenics) & Inter-Church work*

Various faith and religious based talks aimed at provoking discussion and action on the various issues as identified. The sessions are directed and facilitated by Rev. Dr Johnston McMaster and Cathy Higgins. Furthermore, this should also provide for follow on work stimulated from the successful “Church in the Community” conference held in January 2005.

#### **Moyle Outdoor Challenge**

Scheme implemented locally engaging young people in a demanding programme of various challenges promoting good citizenship and community service. This scheme is funded through a partnership of PSNI, Moyle District Council Community Safety and Community Relations Departments, Moyle DPP, Outward Bound and the Moyle Youth Development project. Sixty participants from each of the four post primary schools are selected and engage in three competitive stages of physical and team building challenges. A successful group of twelve participants from each of the schools are selected competitively and representatively from the various schools. The winning twelve complete a five day activity week and complete volunteer training at the Share Centre, Lisnaskea. On completion of the week, each individual commits to undertaking ten hours of community work with community groups or voluntary organisations.

The inaugural year of the Challenge was 2004 and it is proposed that to develop it this year that cultural diversity training is given as well volunteer training.

### ***Hands on History***

Stage 1 of the 'Hands on History' project encourages local communities to "look inward" at themselves under a single identity basis, by examining the social, geographic and political history of their immediate locality. The project provides opportunity for cross community contact as Stage 2 encourages shared visits and trips between two communities. Regional interaction in terms of crossing Council boundaries is encouraged at Stage 3 of the project. Hands on History was piloted in 2004/05 financial year and proved very successful.

Cultural Activities

### ***Grant Aid to Groups***

Our grant aid scheme administered by strict criteria for the promotion of cultural diversity / single identity and cross community work.

### ***Cultural Diversity Work***

Exploring the main traditions in Northern Ireland and engaging in work with organisations such as the Orange Order and GAA. It is anticipated that some of this work will involve working in partnership with Will Glendinning of Diversity Challenges.

### ***Mainstreaming***

#### ***Good Relations Training***

Training for elected members and staff.

### ***Good Relations Strategy Development***

To undertake the completion of the new three-year Good Relations strategy for the District Council programme.

### ***Regional CR Issues***

#### ***Community Relations Officers Northern Regional Forum***

This is to provide for the hosting of the Northern region CRO's Forum, and for associated projects and activities. It is already planned that some of this would include hosting a regional conference on Ethnic minorities. Other activities at a regional level should include the Hands on History project, and inter-church work that should follow on from the successful Church in the communities' conference.

### **Tackling Hard Issues**

Good Relations Sub-committee of Moyle Community Safety Forum

#### ***Forum Development***

To decide as a forum on how to implement various projects with particular relevance to good relations. This is a new group established as a sub group of the Moyle Community Safety Forum to specifically focus on issues of good relations. It is anticipated that this should include focusing on the issue of parades, flags and black and ethnic minorities.

#### ***Victims Work***

To address the needs and issues of victims of the 'troubles' in the area and to be implemented in association with other agencies who specialise in providing services for this group of people.

#### **Training**

Training needs will be identified in consultation with the local community and provided as necessary. Past training sessions have looked at Conflict management, speakeasy, negotiation skills, prejudice and human rights.

#### **Youth Programmes**

##### ***Schools***

After schools programme primarily focused on children of a primary school age, with a particular emphasis on bringing people together through sport.

##### ***Youth group activities***

This will engage primarily post primary age young people and groups in the area on a number of community relations themes. Youth activities will also be implemented in partnership with other agencies such as the PSNI, North Antrim Youth Association and NEELB.

## **Other**

### ***Publicity / Promotion***

Moyle matters publications (x2 per annum), which is a biannually produced Council Newsletter which gives an ideal platform to profile the work of the Community Relations Department.

### **Monitoring / Evaluation**

We are currently seeking guidance on practical measures or tools to implement in the successful monitoring or evaluation of the programme.

To date the Grant Aid scheme has a comprehensive evaluation form and complemented by a monitoring equality form.

All training and/or educational courses supply evaluation and equality monitoring forms post event.

In the development of a community relations strategy various baseline information will be collected in consultation with local individuals, community groups and other agencies from various sectors. This will take into account current community attitudes and perceptions as well as community issues and problems. As part of this process evaluation will be taken into account of the current programme as well as recommended improvements in the future.

## **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.**

The Equality Scheme within the Council has provided a framework through which we have delivered our statutory duty in relation to Equality and Good Relations. It has also provided a vehicle through which we can mainstream Equality and Good Relations as it has enabled us to establish clear lines of responsibility.

The Chief Executive is responsible for giving effect to the development, maintenance, monitoring and review of the Scheme in accordance with the legislation, and for the effective implementation of arrangements approved by the Council. He has achieved this by mainstreaming equality and good relations within the Council and by ensuring the Senior Management Team are central to the work undertaken in this area.

To achieve this a number of measures are currently in place within the council including:

An inter departmental Equality Working Group, membership of this group includes the Chief Executive, Director of District Services, Chief Building Control Officer, Director of Finance and Administration, Development Manager, Human Resource Manager and the Community Relations Officer. The Equality Working Group under the direction of the Chief Executive has responsibility for implementing the Council's Equality Scheme. They are also responsible for establishing timely monitoring and review procedures. This group agrees the policies to be subjected to impact assessment and the appropriate methodology for impact assessment. This group will meet on a bi monthly basis or more frequently as circumstances dictate.

The scheme also outlined that the delegation of responsibility to the Equality Working Group for the administration of the Council's duties under Section 75 at a Corporate level. The Director of Finance and Administration, Moira Quinn is the point of contact for the Equality Commission and for complainants in the first instance.

This places responsibility for the implementation of the Council's Equality Scheme at a Senior Level within the Council and so ensures ongoing top-level commitment.

Recent work undertaken within the Council in relation to the development of the Corporate Plan 2005 – 2009, facilitated by Venture International has also reinforced scheme compliance by ensuring that within all senior managers objectives they recognized the responsibility they have in relation to Equality and Good Relations.

Equality and Good Relations is reviewed on a monthly basis at the Senior Management Team meeting. The Human Resource Manager reports on all of the issues relating to Equality and Good Relations and facilitates discussions and agreement regarding the any areas identified for action.

During the review period the following major areas were considered:

- Article 55 Review
- Community Relations EQIA
- Good Relations strategy
- Progressing the Equality Impact Assessment Timetable
- Progressing Equality and Good Relations through the implementation of HR Standards
- Mainstreaming Equality across the council
- Equality and Good Relations and the Corporate Plan

**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**

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

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

**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"> <li>• Good Relations Strategy</li> </ul>	
Persons of different political opinion	<ul style="list-style-type: none"> <li>• Good Relations Strategy</li> </ul>	
Persons of different racial groups	<ul style="list-style-type: none"> <li>• Good Relations Strategy</li> </ul>	
Persons of different age	<ul style="list-style-type: none"> <li>• Preparation for Age legislation</li> </ul>	
Persons with different marital status	<ul style="list-style-type: none"> <li>•</li> </ul>	
Persons of different sexual orientation	<ul style="list-style-type: none"> <li>• Civil Partnership</li> </ul>	
Men and women generally	<ul style="list-style-type: none"> <li>• Gender Champion/Women in Local Councils making a difference</li> </ul>	
Persons with and without a disability	<ul style="list-style-type: none"> <li>•</li> </ul>	
Persons with and without dependents	<ul style="list-style-type: none"> <li>•</li> </ul>	

## 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.Community Services	4	n/a			
2.Community Relations	6	n/a	See Progress report 2004/2005		
3.Access to Council Facilities and Services	4	n/a			
4.Human Resource Policies	4	n/a			
<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>Yes/No</u>	If Screening completed is policy being subject to EQIA? <u>Yes/No</u>	If EQIA planned indicate year for assessment
1. Policy 724 – D’Houndt Method for appointing Chair and Vice Chair	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
2. Policy 725 – Appointment of Councillors To Committees	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
3. Policy 726 – Appointment of Political members to DPP	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
4. Policy 727 – Policy on Circuses within the District	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
5. Policy 728 – Policy on waste from motor vehicles	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
6. Policy 729 – Street Naming and Numbering	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
7. Policy – Registration Fees Building Control	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
8. Barcelona Declaration	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
9. Policy 732 Support for Moyle Sports Awards	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	
10. Policy 733 Official Openings	n/a	Consultation ongoing to 10 <sup>th</sup> November 06	No	

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.			
2.			
3.			
4.			
5.			

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. Purchasing	E	n/a	March 2007
2. Arts and Culture	E	n/a	March 2007
3.			



# MOYLE DISTRICT COUNCIL

Public Consultation on

## **SCREENING OF NEW POLICIES**

**1<sup>ST</sup> April 2005 – 31<sup>ST</sup> March 2006**

### **1. Background**

Moyle District Council is committed to fulfilling the responsibilities outlined under Section 75 of the Northern Ireland Act 1998. In March 2001 the Council prepared an Equality Scheme in which it identified a range of policies which it would subject to an equality impact assessment to meet its statutory requirements.

### **2. Screening of Policies**

The Council conducted a two stage approach to screening. A number of policies were identified for equality impact assessment and these were timetabled for completion.

Since this initial screening exercise new policies have been adopted by the Council and have been screened using the 4 statutory questions and tested against whether they are considered likely to have a significant impact on equality.

These policies have been listed in the following pages. An outcome of the screening exercise has been identified against each of the policies. We would welcome your comments and views you have in relation to the outcome of the screening exercise conducted.

#### **Contact Details**

We will positively respond to requests for further detail or clarification, including requests for material in alternative formats such as large print, Braille, disc and audiocassette and in minority languages to meet the needs of those who are not fluent in English. Should you require any further assistance do not hesitate to contact:

Sandra Kelly  
Human Resource Manager  
Moyle District Council  
Sheskburn House  
7 Mary Street  
Ballycastle  
BT54 6QH

Tel: 028 20762225  
Fax: 028 20762515

E-mail: [skelly@moyle-council.org](mailto:skelly@moyle-council.org)  
Website: [www.moyle-council.org](http://www.moyle-council.org)

Comments should be forwarded by Friday 10<sup>th</sup> November 2006

**Policies Adopted by Council 1<sup>st</sup> April 2005 – 31<sup>st</sup> March 2006**

**Policy Area – Chief Executives Department**

**Policy 724 – D’Houndt Method for appointing Chair and Vice Chair**

Policy Summary

This policy provides the Council with a method for appointing the Chair and vice chair within the Council.

Outcome of screening: No significant equality issues were identified that would require a full EQIA.

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**Policy Area – Chief Executives Department**

**Policy 725 – Appointment of Councillors to Committees**

Policy Summary

This policy states that any councillor within the Council would be eligible for appointment to any committee within the Council.

Outcome of screening: No significant equality issues were identified that would require a full EQIA.

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**Policy Area – Chief Executives Department**

**Policy 726 – Appointment of Political Members to DPP**

Policy Summary

The policy states that the Model Terms of Appointment for Political members to the District Policing Partnership would be adopted.

Outcome of screening: No significant equality issues were identified that would require a full EQIA.

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**Policy Area – Chief Executives Department**

**Policy 727 – Policy on Circuses within the District**

Policy Summary

This policy provides permission for Circuses to be performed on Council ground.

Outcome of Screening: No significant equality issues were identified that would require a full EQIA.

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## **Policy Area – Environmental Health**

### **Policy 728 – Policy on waste from motor vehicles**

#### Policy Summary

This policy provides information regarding the action the Council will take if material is dumped from motor vehicles.

Outcome of Screening: No significant equality issues were identified that would require a full EQIA.

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## **Policy Area – Building Control**

### **Policy 729 – Street Naming and Numbering**

#### Policy Summary

This policy provides information regarding the naming and numbering of streets.

Outcome of Screening: No significant equality issues were identified that would require a full EQIA.

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## **Policy Area – Building Control**

### **Policy 730 – Registration Fees Building Control**

#### Policy Summary

This policy provides information regarding the payment of registration fees within Building Control. The policy outlines that once registration fees have been paid they will not be refunded once the application has been processed.

Outcome of Screening: No significant equality issues were identified that would require a full EQIA.

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## **Policy Area – Human Resources**

### **Policy 731 – Barcelona Declaration**

## Policy Summary

The Council confirmed its commitment to providing equality within the workplace by adopting the Barcelona Declaration.

Outcome of screening: No significant equality issues were identified that would require a full EQIA.

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## **Policy Area – Tourism/Recreation**

### **Policy 732 – Support for Moyle Sports Awards**

#### Policy Summary

This Policy outlines the Council's commitment to the development of Sports within the District by agreeing to sponsor a table at the Moyle Sports Awards.

Outcome of Screening: No significant equality issues were identified that would require a full EQIA.

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## **Policy Area – Development**

### **Policy 733 – Official Openings**

#### Policy Summary

This Policy outlines the Council's agreement that official openings in the Moyle Areas will be decided by members prior to the event.

Outcome of the Screening: No significant equality issues were identified that would require a full EQIA