



Northern
Ireland
Office

Section 75 Northern Ireland Act 1998

Annual Progress Report 1 April 2007 – 31 March 2008

Equality Officer

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EQUALITY COMMISSION FOR NORTHERN IRELAND
Public Authority 2007 - 2008
Annual Progress Report on Section 75 of the NI Act 1998 and
Section 49A of the Disability Discrimination Order (DDO) 2006

This report template includes a number of self assessment questions regarding implementation of the Section 75 statutory duties from **1 April 2007 to 31 March 2008**. This template also includes a number of questions regarding implementation of Section 49A of the DDO from the **1 July 2007 to 31 March 2008**. Please enter information at the relevant part of each section and ensure that it is submitted electronically (by completing this template) and in hardcopy, with a signed cover letter from the Chief Executive or, in his/her absence, the Deputy Chief Executive to the Commission by **30 September 2008**.

In completing this template it is essential to focus on the application of Section 75 and Section 49. This involves progressing the commitments in your equality scheme or disability action plan which should lead to outcomes and impacts in terms of measurable improvement for individuals from the equality categories. Such outcomes and impacts may include changes in public policy, in service provision and/or in any of the areas within your functional remit.

Name of public authority (Enter details below)

Northern Ireland Office

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DDO (As above)

TABLE OF CONTENTS

S75 Executive Summary	4
Implementation of Section 75 duties	4
Training and Development.....	5
Consultation and Engagement.....	5
Information Provision and Access to Information and Services	6
Section 1: Strategic Implementation of the Section 75 Duties	16
Section 2: Screening.....	21
Section 3: Equality Impact Assessment (EQIA)	27
Section 4: Training.....	31
Section 5: Communication.....	32
Section 6: Data Collection & Analysis	34
Section 7: Information Provision, Access to Information and Services.....	37
Section 8: Complaints.....	41
Section 9: Consultation and Engagement.....	42
Section 10: The Good Relations Duty	47
‘Disability Duties’ Questions	49

S75 Executive Summary

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

This progress report covers the period 1 April 2007 to 31 March 2008. It follows the guidelines issued by the Equality Commission for the structure of the progress report which sets out ten sections to encompass important developments in effective implementation of Section 75 (s75) duties.

Key developments are summarised here but additional detail on key policies is provided in the main body of the report.

During the period of the report the Northern Ireland Office remained committed to its statutory duties under s75 and good progress continued on all aspects of the Department's Equality Scheme, with equality further mainstreamed into all policy development across the Department.

The NIO Departmental Board and senior managers in the Department continue to show strong commitment to the s75 agenda. This commitment is reflected in all levels of business planning cascading downwards from the strategic Departmental plan. In addition, the Board, in July 2007, approved a second Diversity Delivery Plan reaffirming senior management commitment to the equality agenda. As a result four Board level champions have been appointed for gender; race; Lesbian, Gay, Bisexual and Transgender (LGBT); and disability. Representation of women in the Senior Civil Service has increased from 33.3% in April 2007 to 36.4% in April 2008 and the representation of disabled people in feeder grades has increased from 2.2% in April 2007 to 3.2% in April 2008.

Implementation of Section 75 duties

The implementation of s75 is an ongoing responsibility for all staff within the NIO and its agencies. Throughout 2007/08 there have been many positive examples of the Department's commitment to s75 which have included:

- delivery, by the Youth Justice Agency, of three community-based services and programmes designated to Renewing Community Areas; and
- the development, within the Northern Ireland Prison Service (NIPS), of a Foreign National Prisoners strategy, a strategy on the Management of Women Offenders and a Family strategy and further development of the NIPS Disability Action Plan.

Training and Development

Training on s75 continues within the Department. There have been several instances of development and sharing of best practice including:

- the development and introduction of a tailored mandatory training programme aimed at raising awareness of diversity and equality. To date 70%¹ of staff have received training and the programme has also been extended to include NIO sponsored bodies;
- the continued promotion of a Corporate Social Responsibility programme working in partnership with Business in the Community; and
- the ongoing provision of advice and best practice guidance.

Consultation and Engagement

Throughout 2007/08 the NIO continued to maintain and further develop close working relationships with a wide range of clients, partners and service providers including the voluntary and community sectors. Examples include:

- youth groups and young offenders at the Juvenile Justice Centre (JJC), amongst others, were involved in the development of new/revised policies and practices and evaluation of services;

¹ Relates to NIO core and general service staff in agencies. Northern Ireland Prison Service staff training is outlined in Section 4.

- following a Staff Attitude Survey the Department conducted a review of the operation of the policy for filling vacancies which included consultation with senior management, business managers, personnel units and legal offices to agree a revised policy.
- the NIO and DHSSPS jointly held five public forum events throughout Northern Ireland to coincide with the public consultation on developing proposals for a Regional Strategy on Addressing Sexual Violence in Northern Ireland;
- Northern Ireland Prison Service (NIPS) conducted prisoner surveys, staff surveys and used feedback forms to provide information for management consideration. As a result members of staff have taken up new support roles in various areas including Family Support Officers and a Foreign National Support Officer; and
- a Restorative Justice competition was organised to raise awareness and build confidence in the Youth Justice Agency with children and young people in schools, alternative education centres and youth groups across Northern Ireland.

Information Provision and Access to Information and Services

The NIO continually strives to provide information and access to services. Examples of innovative measures include:

- a new Northern Ireland five year strategy for victims and witnesses of crime (Bridging the Gap 2007 – 2012) was launched in September 2007 and included the introduction of individual victim and witness interactive ‘walkthrough’ websites with a ‘browsealoud’ facility to assist people with sight difficulties, those with reading difficulties and those whose first language is not English;
- the consultation in November 2007 on the changes proposed by the Criminal Justice (NI) Order 2008 was made available in easy read format; and
- Northern Ireland Prison Service has introduced a range of provisions to improve communication and services for foreign national prisoners.

What are the main initiatives planned in the coming year to ensure the authority improves outcomes in terms of equality of opportunity and good relations for individuals from the nine categories covered by Section 75?

The main initiatives planned by the Northern Ireland Office for the year April 2008 to March 2009 are listed below.

In 2008/09 the NIO plans to further implement its Diversity Delivery Plan. This plan reinforces the Government's Delivering Diversity 2005-2008 10-Point Plan to have a diverse workforce, representative of the communities served by public bodies. The plan outlines ten commitments for improving diversity representation, values, awareness and inclusion. The NIO plan, for example, identifies measures and actions to increase the representation of women, ethnic minorities and disabled people in the Senior Civil Service and senior feeder grades.

The Department is currently considering modifications to the bursary scheme for disabled staff to encourage greater participation in the scheme.

In addition, the NIO aims to provide equal opportunities monitoring information on sexual orientation and workplace benchmarking exercises into sexual orientation and gender identity practice.

The Criminal Justice Services Division plans to undertake the following work in the coming year to help ensure improved outcomes:

- legal approval was received during 2007/08 for the launch of new Juvenile Justice Centre (JJC) Rules and a final draft will be considered by stakeholders prior to publication in 2008/09;
- consultation on the policy for supervision of juveniles under JJC Orders was completed during 2007/08 and a summary of responses from stakeholders will be issued in 2008/09. The final draft will be considered by stakeholders prior to publication;

- attendance at the United Nations Committee on the Rights of the Child debate in autumn 2008 where the UK Update Report on what has been achieved in policy and practice over the last five years will be discussed;
- a scoping study to enable the Youth Justice Agency to meet its responsibilities under s75 will be carried out during 2008/09;

An EQIA (published in September 2007) on the core funding of Victim Support NI (VSNI) established that there was limited s75 information available on victims of crime. The key decision from this EQIA was that steps would be taken to ensure that appropriate s75 data would be collected and monitored on victims of crime by VSNI in future. The NIO has therefore agreed and set objectives in 2008/09 for VSNI to develop their s75 collection and monitoring procedures.

In June 2008, following a period of public consultation, Northern Ireland Prison Service (NIPS) published its diversity strategy 'Make a Difference'. The accompanying action plan has specific actions aimed at improving the service being delivered to all client groups including prisoners, their families and visitors, whilst also improving the experience of the people who work in the service and attracting a more diverse range of people into the workforce.

Stated actions for the 2008/09 year include:

- NIPS will implement this strategy, within the existing legislative framework, to assist the creation of a workforce which is more reflective of the community NIPS serve;
- as part of senior management's commitment to equality and diversity a standing agenda item has been added to Governors monthly meetings and Prison Service Management Board (PSMB) quarterly meetings;
- a new screening form to be used on all new policies;
- development of Diversity Action Plans in each establishment;

- a review of recruitment and selection procedures;
- design and deliver an equality and diversity training package to all staff;
- create NIPS network groups to support minority staff, especially women and different community groups;
- appoint a Disability Liaison Officer;
- establish a Diversity Panel to champion diversity events and share information at local level; and
- take forward a s75 review of equality for prisoners, particularly to review any possible differential in equality of treatment on basis of religion.

A Foreign National Prisoners (FNP) strategy will be launched in the latter part of 2008 after a period of public consultation. This strategy aims to:

- embed new arrangements for delivery of translation and interpretation services;
- have all induction and committal notices and information notices translated and other requests considered on an ongoing basis;
- encourage and support staff to take up foreign language training through Further Education;
- make full use of IT and alternative formats including touch screen technology;
- provide English for Speakers of Other Languages (ESOL) teachers and classes at all establishments;
- provide information about and facilitate access to ethnic minority organisations, facilitate and support visits from FNP support groups, and develop an Isolated Prisoner Visit Scheme, supported by Quaker Service;

- provide information about NI society and living in NI and facilitate surgeries for FNPs by the UK Borders Agency (BA) and the NI Law Centre;
- engage with embassies and consulates to clarify the support available and compile a database of contacts;
- appoint FNP Liaison Officers in each establishment to assist with prisoner and family needs;
- have caterers to review the menus to cater for needs of FNPs;
- review tuck shop lists to take account of products/food requests from FNPs; and
- pursue the development of a protocol with PSNI for delivery of interpretation services and to develop material to help detainees prepare for transfer or deportation.

The NIPS Strategy for the Management of Women Offenders (in conjunction with the NIO's Criminal Justice Directorate and Probation Board Northern Ireland (PBNI)) aims to:

- reduce women's offending, by supporting women at risk and directing young women out of pathways to crime and addressing issues that make women vulnerable;
- identify and provide alternatives to prosecution and look at the appropriate targeting of community and custodial sentences;
- improve and develop gender specific pre and post release supervision and support for women offenders;
- develop a comprehensive gender specific approach to the management of women in custody; and
- examine the options for developing a new purpose built facility for women offenders, including exploring options for the potential location and design.

The NIO will continue to update the Northern Ireland electoral administration processes to make it easier for people with disabilities to register to vote by post or proxy for an indefinite period. This will extend the recent improvements made for administering UK Parliamentary elections to apply to all Northern Ireland Assembly, local government, and European Parliamentary elections. Work will continue to explore ways of increasing the number of young people registering to vote in Northern Ireland as young people are particularly underrepresented on electoral registers throughout the UK.

During 2008/09 the Youth Justice Agency (YJA) plans to:

- implement the Mental Health strategy in relation to young people;
- ensure that all young people continue to have their mental health needs assessed, by psychiatric nurses, upon admission to the Juvenile Justice Centre and on a continual basis;
- implement the Reducing Re-offending strategy through a restorative justice framework across the Agency;
- develop a social inclusion pathways model for all young people and families referred to the Agency;
- pilot a drugs and alcohol screening and assessment tool for use within the Agency to identify young people's needs and inform appropriate interventions;
- design a specification for a system which will facilitate the ongoing analysis of how differing background circumstances of young people who offend impact upon reconviction levels to enable the Agency to target resources more effectively;
- complete a scoping study to better enable the Agency to meet its responsibility under Section 75 of the Northern Ireland Act 1998; and
- implement a system to measure satisfaction levels of young people and families with the service they received from the Agency.

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

	Outline change in policy or practice which have resulted in outcomes	Tick if result of EQIA
Persons of different religious belief	<p>Northern Ireland Prison Service</p> <p>The review of Chaplaincy and Pastoral Care resulted in the creation of new posts to provide spiritual support for differing denominations. An example of this is the inclusion of the Imam at Maghaberry for Muslim prisoners.</p>	
Persons of different political opinion	<p>Northern Ireland Prison Service</p> <p>To address negative attitudes and anti-social criminal behaviour around sectarianism, racism and homophobia NIPS developed appropriate programmes and interventions to challenge offending behaviour and attitudes in respect of diversity, tolerance and community relations in the context of good citizenship. NIPS invited Community Dialogue and UUJ to work collaboratively to produce pilot programmes which ran in tandem, one for prisoners and another for staff. The pilot programmes (Diversity Dialogues Programme for prisoners and the Future Ways Good Relations Programme for staff) received positive feedback from both audiences. These programmes and the two tier model are now informing the development of practices around good relations and diversity within the context of NIPS diversity strategy.</p>	

<p>Persons of different racial groups</p>	<p>Northern Ireland Prison Service</p> <p>Work related to the Foreign National Prisoners strategy has greatly improved the translation and interpretation service for prisoners. Other practical outcomes include provision of a picture card to help communication issues at committal stage and a review of tuckshop provision to cater for diverse diet and skincare needs and requests.</p>	
<p>Persons of different age</p>	<p>Criminal Justice Services Division</p> <p><u>Custodial provision for children under 18</u> The aim of the new policy is to make legislative provision enabling all children under 18 who require custody to be accommodated either in the Juvenile Justice Centre or Hydebank Wood Young Offenders Centre rather than at an adult prison.</p> <p><u>Criminal Justice (NI) Order 2007</u> The aim of the policy is the refinement of existing policy to prevent the suspension of a care order and an amendment to extend the circumstances in which a court can draw concerns about a child's welfare to the attention of Social Services.</p> <p>Northern Ireland Prison Service</p> <p>Work is ongoing to improve the services for younger prisoners, specifically the juveniles in Hydebank Wood Young Offenders Centre.</p> <p>In addition, some older prisoners with lower mobility or other health issues have been transferred to the newly built Alpha Block at Magilligan, which provides more adaptable living conditions.</p>	

Persons with different marital status	Nothing significant to report.	
Persons of different sexual orientation	<p>Northern Ireland Prison Service</p> <p>Exploratory meetings have taken place with Carafriend and CoSO to discuss the provision of advice, support and awareness of the issues relating to sexual orientation.</p>	
Men and women generally	<p>Northern Ireland Prison Service</p> <p>Males: The male adult prison estate is being improved and this has resulted in better living conditions for adult male prisoners.</p> <p>Females: The following have been made available:</p> <ul style="list-style-type: none"> • new improved reception facilities; • separated health care facilities; and • a new landing with more independent living conditions for long stay women prisoners. 	
Persons with and without a disability	<p>Criminal Justice Services Division</p> <p>Full DDA standards and requirements were incorporated in the design and construction of two new builds:</p> <ul style="list-style-type: none"> • Juvenile Justice Centre at Bangor; and • Mortuary at Royal Victoria Hospital. 	

	<p>Northern Ireland Prison Service</p> <p>A full DDA audit of the prison estate is due to complete during 2008/09 and several recommendations have already been implemented including:</p> <ul style="list-style-type: none"> • the installation of hearing induction loops in all establishments; • Listener, a local monitoring scheme, provision; and • safer cell provision. <p>Adapted cells for disabled prisoners are available at Maghaberry and Magilligan sites and also at Hydebank Wood female site.</p> <p>A Limited Fitness Scheme and comprehensive Occupational Support Services for staff are also available.</p> <p>The REACH² Landing is available at Maghaberry which provides separate accommodation for more vulnerable prisoners, specifically those with mental health issues.</p>	
<p>Persons with and without dependants</p>	<p>Northern Ireland Prison Service</p> <p>Family centred visits and weekend visits maintain and encourage links with dependants.</p>	

² Reaching prisoners through Engagement, Assessment, Collaborative working and an Holistic approach.

Section 1: Strategic Implementation of the Section 75 Duties

Please outline evidence of progress made in developing and meeting equality and good relations objectives, performance indicators and targets in corporate and annual operating plans during 2007-08.

Equality and good relations are ongoing responsibilities for all staff within the NIO and its agencies.

The NIO, including its agencies, states a full commitment to fulfilling its s75 equality duties and has fulfilled all reporting requirements relating to the NIO Equality Scheme.

Within the Criminal Justice Services Division, Probation and Compensation Services is the sponsoring branch for the Probation Board for Northern Ireland (PBNI) which includes monitoring performance with regard to s75 commitments.

Following completion of the consultation process in developing a Good Relations strategy and to consider the outcome of the screening exercise in 2006/07, PBNI's proposed strategy was subsequently approved during 2007/08 and an action plan drawn up to ensure implementation of all elements of the agreed strategy.

During the year consultation following a comprehensive Estates Review sought the views of staff, business partners, service providers and users on the location of new offices and reporting centres and closure of existing offices. During 2008/09 PBNI senior management is due to consider responses in revising the preferred option in line with requirements of the new Criminal Justice Order and the proposed 11 Council model for the Review of Public Administration.

The Youth Justice Agency (YJA) delivered three community-based services and programmes designated to renewing community areas:

1. Access to YJ Services in the Shankill

YJA Community Services are delivered to the Shankill area of Belfast from premises in Duncairn Gardens. This appeared to inhibit active engagement of young people and families from that area. This project allowed the recruitment of staff and establishment of outreach premises. The project was successful in raising the Agency's profile, promoting interaction with community based groups and achieving higher levels of engagement with young people.

2. Strength 2 Strength

This project, delivered through the Extern Organisation, provided services to 100+ children and families in the Shankill and Tigers Bay areas. The project focused on children in the eight to 13 age range who were demonstrating behaviours indicating a vulnerability to offending and anti-social behaviour. The project has now been absorbed into the wider Early Intervention strategy delivered through Children and Young Peoples Committees.

3. Small Grants to Community Organisations

This initiative provided £100K over two years in small grants to community based organisations in the Mount Vernon area with the objective of supporting community based diversionary activities for young people. The Agency facilitated the scheme and was supported by a committee of community representatives.

During 2007/08, work was completed to establish baseline figures to show the proportion of young people who, on discharge from YJA community services, had been successfully linked to a voluntary or community organisation, a training or employment opportunity or who had attained an educational accreditation. The system to produce these figures allows analysis of caseload by the Section 75 areas of age, sex, disability and ethnic group. This work will be developed in the 2008/09 business plan through the development of a social inclusion pathways model for young people and families referred to the Agency and which will be based around indicators established within the Northern Ireland Children's Services Plan.

The YJA Mental Health Working Group drafted a strategy for meeting the mental health needs of young people referred to the YJA. The strategy is being delivered in a phased manner. YJA are seeking to integrate with local Child and Adolescent Mental Health Services (CAMHS) and provide better access to advice and referrals routes. Risk assessment processes have also been improved in line with best practice and to prepare for multi-agency public protection arrangements for young people who commit sexually harmful and violent offences.

In developing its policies the Youth Justice Agency consults with and obtains feedback from a broad range of key stakeholders and partners, and in particular, children, their families, victims of youth crime and those organisations representing them. For example Youth Conference Service carried out a 10% sample of young people and victims who attend Youth Conference to obtain feedback on their satisfaction with the Conferencing process. Offenders' satisfaction was 94% and victims was 93%. It also takes into account developments and best practice in other jurisdictions. The Agency will seek to influence policy development within the broader youth justice sector in areas such as:

- delivery of the OFMDFM Ten Year Strategy for Children and Young People;
- out workings of the Review of Public Administration;
- development of community planning; and
- introduction of a statutory duty to collaborate.

The Agency complies with its child protection policy and procedures at all times. During 2007/08 provision to process child protection allegations resulted in the Agency dealing with 53 cases all of which related to occurrences outside the jurisdiction of the Agency and were a result of disclosure to staff, disclosure by family or other representatives of the child and arising through assessment processes. The child protection policy was followed in each case and referrals made to the appropriate authorities. No amendments were required to existing Agency policy and procedures.

The Department is a member of the Stonewall Diversity Champions Network of nearly 400 Government bodies and commercial organisations to encourage LGBT recruitment. A partnership arrangement has been developed with the Home Office and other diversity networks to increase awareness and share best practice to improve the recruitment and development of under-represented groups. The NIO recruitment brand has been recognised as an example of best practice by our Investors in People accreditation, has an entry in the Credit Suisse Recruitment Guide and the Department plans to participate in the Stonewall 2009 Workplace Equality Index assessment in autumn 2008.

Staff networks played a major role in bi-centennial Abolition of Slavery, Bollywood and Disability Awareness events hosted at the NIO London based offices and a larger event for staff to celebrate diversity of culture was held in Belfast. The NIO diversity forums on race, disability, LGBT and gender were re-launched at this event and have seen an increase in membership and influence.

A new Northern Ireland five year strategy for victims and witnesses of crime (Bridging the Gap 2007 – 2012) was launched in September 2007. It is believed that this cross-cutting strategy will have an overall positive impact on equality of opportunity, as it aims to enhance the service delivered to all victims and witnesses who interface with the criminal justice system.

The strategy was developed by a multi-agency group comprising representation of all the criminal justice agencies, Victim Support NI and the NSPCC. The inclusion of the voluntary sector in this development work, and further views captured during a dedicated stakeholder seminar and public consultation exercise, has helped to fully shape the strategy and ensure that it represents the interests of the wider community.

Included in the strategy's objectives is the commitment for criminal justice agencies, in partnership with the voluntary sector, to consider alternative methods to promote greater accessibility to, and awareness of, the justice system. A positive demonstration of this commitment is the introduction of individual victim and witness interactive 'walkthrough' websites. The websites enhance accessibility by providing a step by step guide to the processes involved and include a 'browsealoud' facility to assist people with sight difficulties, those with reading difficulties and those whose first language is not English. The victim and witness walkthroughs can be accessed from the CJSNI website: www.cjsni.gov.uk.

A document entitled The Government's Proposals for the Safety of Older People was issued for consultation in June 2007. The proposals will apply to all older people, in the context of increased fear of crime experienced by older people compared to the other age groups, although it is believed that take up of the policies will generally be by women more than men, and as older people are more likely to be widowed or single and living alone there may be an impact on marital status as a category. Impacts against other categories are expected to be positive, largely as a result of the benefits accruing to older people within these groups and in the case of intergenerational projects will benefit young as well as old people. Responses to the consultation are being considered and an action plan developed to address them.

The Northern Ireland Prison Service (NIPS) employed an Equality Adviser to ensure that obligations under s75 were met and to enhance systems and procedures in this area.

A new Head of Equality and Diversity was employed to co-ordinate the NIPS diversity strategy, Make a Difference, which was developed and published for consultation during 2007/08. The postholder will take forward many of the commitments and update staff.

Further to this, new strategies and policies have been developed and work is progressing on others across the s75 categories to improve equality of opportunity. These include: a Foreign National Prisoners strategy, a strategy on the Management of Women Offenders, a Family strategy and further development of the Disability Action Plan.

NIPS is keen to improve its management information systems to ensure that appropriate and accurate information is gathered for equity monitoring purposes and work is ongoing with colleagues across the criminal justice family to make better use of IT to gather and share data for this purpose.

Section 2: Screening

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

Title of policy subject to screening	Was the <u>F</u> ull Screening Report or the <u>R</u> esult of initial screening issued for consultation? Please enter <u>F</u> or <u>R</u>	Was initial screening decision changed following consultation? <u>Y</u> es/ <u>N</u> o	Is policy being subject to EQIA? <u>Y</u> es/ <u>N</u> o? If yes indicate year for assessment.
Criminal Injuries Compensation Scheme 2009 (CJSD)	F	N	EQIA not considered necessary.
Northern Ireland Policing Board (Transfer of Staff) (NI) Regulations 2008 PSNI Links Project (PPSD)	EQIA carried out by PSNI. Result not issued with consultation.	Consultation closed 28 July 2008. Analysis ongoing.	EQIA carried out by PSNI.
Draft guidance establishing new public protection arrangements in Northern Ireland to replace the current non-statutory Multi Agency Sex Offender Risk Assessment and Management (MASRAM) arrangements (CJDD)	R Published along with the draft guidance for consultation.	Consultation closed 15 August 2008. Analysis ongoing.	

Disability Discrimination (NI) Order – The NIO Disability Action Plan (CMU)	Awaiting ECNI feedback.	N	N
Modernising Police Powers: Your PACE Your Say (PPSD)	Screening will be carried out on detailed proposals.	N	Appropriate EQIAs will be carried out on detailed proposals.
Anonymous Registration:- Protecting Voters at Risk (REL)	R	N	N
NIPS Human Resources Diversity Strategy 2007/2010 (NIPS)	R	N	N
Policy Discussion Paper on Alternatives to Prosecution (CJPD)	Paper was a pre-policy setting consultation exercise which also sought views on any potential equality impacts to be aware of in establishing adopting policy proposals.	Consultation closed July 2008. Analysis ongoing.	No. Any finalised policy positions will be subject to equality screening and where appropriate, EQIA.

Consultation with District Councils on revised Code of Practice governing appointments to District Policing Partnerships (PPSD)	R	N	No – this iteration of the code is an update of the version published in 2004. That document and its underpinning legislation were both subject to equality screening.
Criminal Justice (Northern Ireland) Order 2007 (CJDD)	R	Y	Y
Mentally Disordered Offenders Victim Information Scheme (CJPD)	R	N	N
Proposals for the Safety of Older People (CSU)	R	Summary of responses to consultation due to issue end of Summer 2008.	
Draft Sexual Offences (Northern Ireland) Order 2007 (CJDD)	R Published along with the proposed draft Order for consultation.	N	N
Consultation on Quashing Convictions (CJPD)	Summary of responses to consultation was issued 30 October 2007.	N	N

Road Traffic and Driver Disqualification (CJPD)	Summary of responses to consultation was issued in October 2007.	N	N
Delivering a Better Service to Victims and Witnesses of Crime – A NI Draft Strategy (CJPD)	F An equality screening exercise was carried out prior to public consultation and the wider views on any potential equality impacts were sought during that consultation. A summary of consultation responses was issued in July 2007.	Public consultation was held January – April 2007 and the final strategy document (Bridging the Gap) was published in September 2007. The initial screening decision did not change following consultation.	No. The initial screening exercise determined that the broad strategic commitments outlined in the strategy document would not have a negative impact on equality of opportunity and individual proposals would be subject to equality screening.
The Law on Knives in Northern Ireland (CJPD)	Summary of responses to consultation was issued in October 2007.	N	N

Policy on Treatment of Juveniles in Custody (CJSD)	Consultation completed 2007/08. Summary of responses from stakeholders to be issued 2008/09.	Legal approval received and final draft of Rules being considered by stakeholders prior to publication.	
Policy on Supervision of Juveniles under Juvenile Justice Centre Orders (CJSD)	Consultation completed 2007/08. Summary of responses from stakeholders to be issued 2008/09.	Final draft of Supervision Rules being considered by stakeholders prior to publication.	
Consultation of Possession of non-photographic visual depictions of child sexual abuse (CJPD)	R	N	N
The Police Pension (NI) Regs 2007 (PPSD)	R	N	No 476 – 2007. Regulations laid December 2007.
Police Service of Northern Ireland Pensions (Amendment) Regulations 2007 (PPSD)	R	N	No 484 – 2007. Regulations laid December 2007.
NI Prison Service Management of Mothers and Babies (NIPS)	R	N	N

NI Prison Service Policy on Alcohol and Substance misuse (NIPS)	R	N	N
NI Prison Service Child Protection Policy & Procedures (NIPS)	R	N	N
Police Support Staff (Suitability) Regulations (NI) 2007 (Policing Div)	Screened out with no consultation on the screening exercise. Consultation on the policy.	N	N
Training and Development for Staff (BIT)	Screening ongoing.		
NIO Diversity Delivery Plan (PSD)	R	N	N
Grade A Development Scheme (PSD)	R	N	N
Appropriate Adult Scheme (PPSD)	R		
Change in definition of “likely to be permanent” relating to medical retirement, ill health or injury on duty awards of police officers or ex-officers. (PPSD)	Initial screening ongoing. Result to be issued for consultation late 2008.	N	N
Forensic Service Northern Ireland – provision of new accommodation (CJSD)	Screening exercise currently ongoing.		

Section 3: Equality Impact Assessment (EQIA)

Please provide an update of policies subject to EQIA during 2007/08, stage 7 EQIA monitoring activities and an indicative EQIA timetable for 2008/09.

EQIA Timetable – April 2007 - March 2008

Title of Policy EQIA	EQIA Stage at end March 08 (Steps 1-6)	Outline adjustments to policy intended to benefit individuals, and the relevant Section 75 categories due to be affected.
Older Persons Community Safety Strategy (CSU)	N/A	None required.
New Community Safety Strategy (CSU)	N/A	
Strategy for the Management of Women in Custody (NIPS)	Stage 1. This strategy is still being scoped, although some pre consultation has taken place. The EQIA process is due to begin late summer 2008.	This is a gender specific strategy. Women will be the key beneficiaries however it is expected that these changes will improve issues relating to disability, age and dependants, though no firm policies are yet in place. The strategy will ensure a gender specific approach to women offenders throughout the criminal justice system and, from a NIPS perspective, it will lead to the development of more tailored gender-specific policies and procedures for the management of women in custody.

<p>Strategy for the Development of the Adult Male Prison Estate (NIPS)</p>	<p>This element of the strategy will be subject to full EQIA on the completion of the full business case for Magilligan and a review of the prisoner population.</p>	<p>Male adults will benefit most from these proposed changes:</p> <ul style="list-style-type: none"> • better holding conditions; • better staff inmate relations due to more association; • better equality of access to services depending on needs of inmates; • better facilities in relation to disability; • promotion of the engagement and respect agenda between staff and prisoners with open association on landings; • facilities to accommodate the ever increasing prisoner population; and • increased use of improved technology and safety features to reduce risk to individuals.
<p>Reduce Offending Strategy (CJSD)</p>	<p>No further progress on strategy during 2007/08.</p>	

Where the EQIA timetable for 2007/08 (as detailed in the previous annual s75 progress report to the Commission) has not been met, please provide details of the factors responsible for delay and details of the timetable for re-scheduling the EQIA/s in question.

An options appraisal for the strategy on the management of Women Offenders is still ongoing and pre-consultation has taken place. This strategy has many strands and careful consideration of the options relies on multi agency input. It is hoped to commence stage one of the EQIA process in September 2008.

A full EQIA on the development of the update to the male adult estate will be carried out on the completion of the full business case, and a review of the prisoner population.

Ongoing EQIA Monitoring Activities April 2007- March 2008

Title of EQIA subject to Stage 7 monitoring	Indicate if differential impacts previously identified have reduced or increased	Indicate if adverse impacts previously identified have reduced or increased
No adverse impacts have been found.		

2008-09 EQIA Time-table

Title of EQIAs due to be commenced during April 2008 – March 2009	Existing or New policy?	Please indicate expected timescale of Decision Making stage i.e. Stage 6
FSNI New Accommodation Project		The outline business case for the new laboratory is still being worked through and not yet submitted. At this stage screening is ongoing. Not at the EQIA stage.
Amendment to the Criminal Damage Compensation)(Northern Ireland) Order 1977 - CJSD	Existing.	
Strategy for management of Women Offenders	New.	March 2009.
Development of Adult Estate	New.	March 2009.

Section 4: Training

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

Almost 70% of staff in the NIO core and general service staff in agencies have attended Equality and Diversity workshops. The training will be complete by March 2009. Equality and Diversity is also included in Induction training.

Equality Unit staff from within the department organised two training workshops for key staff from the department in autumn 2007. The workshops concentrated on actual policies - the Sexual Offences (Northern Ireland) and the Criminal Injuries Compensation Scheme 2009.

Equality Unit staff also attended events at the Equality Commission and Consultation Institute and staff members attended policy screening, EQIA and consultation training.

Equality Drivers completed Equality Consultation at the Equality Commission and a Diversity Awareness Workshop.

Training in relation to s75/Equality was provided to all new Night Custody and Prisoner Escorting staff as part of their Induction Programme. They also received copies of the Staff Information Pack which includes the Equal Opportunities Guide for staff. During the year, 139 new staff received the training, which included 20 resource staff transferring over to the NIPS.

Staff attending the PO/SO Development Programme (66 during the year) and the MGO Development (635 during the year) received Cultural Diversity training and Human Rights, as did six staff on the Management Development Scheme and eight newly promoted Governor Vs during their Induction Programme.

Section 5: Communication

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

The NIO website is kept up to date with information on s75 duties including a section dedicated to current and archive consultations in which equality impact documents can be accessed. Copies of press releases relating to equality issues also feature on the site.

Within the Criminal Justice Services Division the main channels of communication have been through project and partnership meetings, steering groups and formal reports including the Annual Progress Report and updates.

The Division has made a significant contribution (with ongoing updates on progress) to the Northern Ireland input to the United Kingdom Report on the Rights of the Child. Officials met with representatives from the Committee in March 08 to provide an update on what the Division had been involved in with related progress and achievements in policy and practices over the last five years and an NIO representative will attend the United Nations Committee on the Rights of the Child debate during autumn 2008.

Equality updates are given to Prison Service Management Board each quarter and through Equality and Diversity Committees bi-monthly in each establishment. Each quarter Northern Ireland Prison Service (NIPS) reports to NIO on its progress in developing new policies and ongoing equality monitoring against the Equality Scheme commitments.

Operational staff meet bi-monthly to review equity monitoring figures which may raise areas for concern or identify positive outcomes in relation to equality of opportunity. Stakeholders and representatives from s75 categories are invited to attend and to comment and make representations for improvement. This has resulted in more diverse tuck shop provision, language barriers being removed and improved communication between staff and prisoners on matters affecting them.

NIPS has developed significant awareness of the needs of foreign national prisoners. This is the fastest growing population in our prisons, currently 8%, and many changes have been made to meet their needs. These include:

- new interpretation and translation services have been contracted;
- the translation of all documents relating to first night and committal;
- the provision of picture cards of services which increases understandability and accessibility for persons from any nationality, or those who may not read or write well;
- consideration of diet and skincare care needs and changes to catering and tuck shop provisions; and
- the restructuring of chaplaincy and pastoral care teams to cater for the diversity in prison population and their pastoral and spiritual needs. The Imam for Muslim prisoners has joined the team at Maghaberry reflecting the changing needs of prisoners.

Section 6: Data Collection & Analysis

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

In February 2008, the Community Safety Unit, along with partners in OFMDFM and PSNI, jointly commissioned new research called Hate Crimes Against People with a Disability: A baseline study of experiences in Northern Ireland. The research is expected to conclude by December 2008. While a date has not yet been agreed, the report should be published in early 2009.

The key decision taken following the completion of an EQIA on the arrangements for the delivery of support services to victims of crime was to take steps to ensure that appropriate s75 data will be collected and monitored by Victim Support NI (VSNI) in future. This issue was raised with VSNI and objectives have been set (in 2007/08 and 2008/09) within the Conditions of Grant for VSNI to obtain and record s75 data. To date VSNI has monitored s75 information on the victims and witnesses who complete their yearly satisfaction survey and are currently in the process of developing their procedures for other s75 data collection.

The Youth Justice Agency has continued to refine its data systems to facilitate the collection of s75 statistics with at least five of the nine categories being covered to varying degrees by directorate level systems. It is planned that further refinement will take place in 2008/09 with a scoping study to investigate how the Agency can better meet its s75 responsibilities, and the development of an Agency wide integrated data system. The NIO monitors performance of the Agency and will continue to track progress and developments throughout the year.

Personnel Services Division continues to work closely with Cabinet Office colleagues to achieve a diverse Civil Service, representative of the communities we serve and sets and monitors progress on representation of women, ethnic minorities and disabled people within the Senior Civil Service and senior feeder grades.

Northern Ireland Prison Service's current information and management system (PRISM) has been developed over the last two years to provide functionality for the capture and interrogation of information relating to s75 categories, and in relation to the services and regimes that exist within NIPS.

This has been a challenging process, due to the circumstances in which data is gathered, and as the population is so fluid, there have also been issues with monitoring and consistency of information provided. The conditions in which information is elicited from prisoners are difficult, i.e. at reception and health care.

Extensive research has been carried out this year: in particular relating to female prisoners, foreign national prisoners and people with disabilities to establish their needs and experiences within prison life. Many improvements have been implemented to address their issues including:

- new and improved reception facilities for female prisoners;
- the separation of health care facilities for female prisoners;
- a new landing with more independent living conditions for long stay female prisoners;
- better access to support services of embassy and immigration and other country specific services;
- improved tuck-shop and catering provision offering a more diverse choice; and
- spiritual support and pastoral services through Chaplaincy.

Preliminary work has begun on designing a specification for a system which will facilitate the ongoing analysis of how differing background circumstances of young people who offend impact upon reconviction levels to enable the Youth Justice Agency to target resources more effectively. This system will also enable the Agency to establish baseline figures in relation to key outcomes, in line with the OFMDFM Ten Year Strategy for Children and Young People in Northern Ireland.

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

Northern Ireland Prison Service has used this guide to produce staff notices informing staff of requirements to monitor across the s75 categories. This guide has also been used to help NIPS design documentation and forms to assist with capturing data in particular formats, e.g. how to record data on disability when a person arrives in prison so that appropriate health care is provided.

The PRISM system facilitates gathering data relating to religion for the purposes of s75 monitoring. This has been fed into the Chaplaincy Review to ensure that sufficient provision can be made to cater for the spiritual needs of each denomination.

An audit was undertaken of the proportion of Youth Justice Agency staff by community background, gender, race and disability to identify areas of under representation.

Preliminary work has begun on designing a specification for a system to facilitate the ongoing analysis of how differing background circumstances of young people who offend impact upon reconviction levels. This will enable the Agency to target resources more effectively and establish baseline figures in relation to key outcomes, in line with the OFMDFM Ten Year Strategy for Children and Young People in Northern Ireland.

Section 7: Information Provision, Access to Information and Services

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

The NIO continued to inform consultees of the up-to-date position of screenings, consultations and EQIAs bi-annually. Hard copies have been provided to consultees and copies made available in alternative formats including Braille, large print and computer disk. This year arrangements have been made for this information to be made available on the NIO website.

Staff have been updated on procedures for the use of the NIO Textphone service and arrangements have been made for the Textphone number to appear on all headed stationery.

The Department issued a guide on domestic violence and abuse to staff in October 2007. The purpose of the guide was to highlight the realities of domestic violence and abuse and to provide information on contacts, procedures and support services available to anyone affected by, or at risk of, domestic violence.

The Departmental website has been designed and is maintained to WAI AA accessibility standards, in line with Whitehall guidance.

Twelve NIO employees each received a Certificate of Achievement for participation in Business in the Community's Silver Surfers' Day. The aim of Silver Surfers' Day was to give staff the opportunity to share their computer knowledge with older members of the community by helping them to familiarise themselves with emailing, communicating with relatives abroad, booking online travel and online shopping etc.

Many more foreign national prisoners have been received and the Northern Ireland Prison Service has had to become increasingly more diverse in communication and service provision. Improvements have been made to the format of, and access to, information including:

- provision of a new interpretation and translation service;
- translation of all induction and committal notices and information notices and other requests have been considered on an ongoing basis;
- the issue of a notice to encourage and support staff to take up foreign language training through further education;
- making use of IT and alternative formats including touch screen technology;
- the provision of English for Speakers of other Languages (ESOL) teachers and classes at all prison establishments;
- the appointment of Foreign National Prisoners Liaison Officers in each establishment , to assist with prisoner and family needs, visits etc; and
- initial work which is aimed at the development of a protocol with PSNI for access to interpretation services and the development of material to help detainees prepare for transfer or deportation.

In addition to s75 duties NIPS adheres to its responsibilities under the Minority Languages Act and provides translation as requested within the policy boundaries.

NIPS also offers the provision of information in audio and other formats to meet the needs of individuals due to disability or other reasons.

The following initiatives were undertaken by the Youth Justice Agency:

- an extensive programme of engagement was undertaken with local MLA's, PSNI Divisional Commanders and local councils to promote awareness of work carried out by the Agency across Northern Ireland. Views were sought on key local issues that they felt the Agency should be addressing;
- a series of media briefings took place to selected editors and journalists;
- the Agency hosted three joint events with Prince's Trust on the theme of reducing offending: a master class for practitioners and policy; a dinner for employers to encourage employment of ex-offenders and a workshop for young people. The aim of these initiatives was to introduce a balanced approach to reporting of incidents involving young people and highlight the positive work and actions which take place to reduce youth offending and build confidence in the Youth Justice Agency within the community;
- a full programme of events took place in support of Criminal Justice Week which included the hosting of a simulated youth conference event aimed primarily at MLA's and Lay Magistrates and participation in a number of community open days led by NI Court Service;
- a Restorative Justice week poster competition was organised by Youth Conference Service;
- an agency exhibition stand at the NI Local Government Association annual conference;
- participation in a youth debate as part of the West Belfast Spring Festival; and

- the Youth Conference Service continued to expand provision for foreign nationals to use the services. Interpreters were employed for both young people and victims of crime to enable them to participate in the conference preparation and the conference itself. Similarly, victim's statements were translated so they could be read out at conferences to allow the young person to hear the impact of their crimes on the victims.

Criminal Law Branch has prepared easy read papers for public consultations, for example the consultation in November 2007 on the changes proposed by the Criminal Justice (NI) Order 2008.

A revised version of the NIO leaflet Information for Victims of Crime was published in September 2007. The leaflet, which is issued by PSNI to all victims who report a crime, includes details of a range of useful support services available at the early stages of the justice process. Significantly, the leaflet has made available in a number of alternative languages to assist those experiencing language difficulties including Cantonese, Slovakian, Polish, Latvian, Lithuanian and Portuguese.

Section 8: Complaints

Please identify the number of Section 75 related complaints:

- received and resolved by the authority (including how this was achieved);
- which were not resolved to the satisfaction of the complainant;
- which were referred to the Equality Commission.

During 2007/08 no s75 related complaints were received by the Northern Ireland Office.

Section 9: Consultation and Engagement

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

Community Safety Unit funded Age Concern and Help the Aged to hold listening events and provide 10 small grants to allow interested older groups to discuss the two Government proposals for the Safety of Older People.

The NIO participated in two events to consult with the public and representative groups about the Disability Action Plan.

Consultations within Criminal Justice Services Division have been taken forward through targeted correspondence, workshops, web sites and meetings with representative groups. Partner and client groups were invited to comment on all new and proposed policies, strategies and practices. An example of this was the development and drafting of new Juvenile Justice Centre Rules and Supervision of Juveniles under JJC Orders.

Criminal Justice Services Division has continued to work closely with the voluntary and community sectors which include organisations such as Extern, NIACRO, Include Youth and Barnardos, with the overall aim to have appropriate services delivered to young people involved, or at risk of involvement, in crime.

The Division continued to provide funding to the voluntary and community sectors to undertake specific pieces of work with and for vulnerable young people. These sectors are required to consult with young people and other service providers before introducing any new services or practices which are evaluated after an appropriate operational period.

Progress within the Youth Justice Agency in developing consultative and participative practices during 2007/08 included:

- an independent Voluntary Sector representative was appointed to visit the Juvenile Justice Centre (JJC) on a regular basis (at least twice each month) to provide a voice for the young people. The representative consults with the young people on a range of issues including current JJC policies, rules, practices and facilities. The young people are also free to raise any issue relating to everyday life in the Centre and the representative then meets with senior management to pass on any appropriate views or findings;
- the Head of Youth Justice Policy Unit meets with a select group of young people in the JJC on a regular basis to discuss issues around everyday life in the Centre. This approach is a two way information sharing and learning process;
- the Northern Ireland Youth Forum was tasked with consulting a broad representative group of young people in considering and shaping new draft Juvenile Justice Rules. As a result of consultation a child friendly version of the rules will be developed by the Forum during 2008/09;
- the Northern Ireland Youth Forum also consulted with a group of young people on the draft Supervision of Juvenile Justice JJC Orders. The Forum was responsible for selecting the participating young people;
- independent researchers carried out interviews with young people in both the JJC and as they attended courts while evaluating the effectiveness of video link facilities connecting the Centre to courts. Consultation identified that young people preferred the video link approach to actual court appearances; and
- independent researchers have consulted with young people in the JJC throughout the process of developing and drafting new complaints procedures. As a result of consultation a complaints guidance leaflet was produced in a child friendly format.

Within NIO named personnel were given responsibility for planning and managing consultation exercises within their area of policy responsibility. Consultation timetables were prepared and agreed by management, who also reviewed progress of consultations against the planned timetable. Hard copies of consultations were issued to a broad range of stakeholder groups who may have an interest and notifications of some consultations were placed in local newspapers. Consultation documents were published on the Northern Ireland Office website and copies were made available in Braille, audiotape, large print and in ethnic minority languages. Those organisations or individuals wishing to respond to consultation exercises were able to do so by post, fax, email or textphone.

In addition, during March and April 2007, the Northern Ireland Office and DHSSPS jointly held five public forum events throughout Northern Ireland, to coincide with the public consultation on developing proposals for a Regional Strategy on Addressing Sexual Violence in Northern Ireland. Each event was designed to promote awareness of the consultation paper, Hidden Crime, Secret Pain, as well as outline the documents key issues and strategic objectives. The event concluded with a question and answer session, allowing the audience to raise specific concerns they had in relation to the draft strategy's key proposals or respond to the document itself. These valuable contributions were carefully considered during the drafting stages of this strategy, which was published on 12 June 2008

Virtually all policy development or legislative work involves working in partnership with other criminal justice agencies, government departments and, where appropriate, voluntary bodies operating in the criminal justice field. For example during 2008 Criminal Law Branch worked closely with operational staff from DHSSPS, PSNI, NIPS and victim support groups during the development of the Mentally Disordered Offenders Victim Information Scheme.

Northern Ireland Prison Service has moved through a period of change over a number of years and is now a more outward looking organisation. NIPS is developing new relationships with stakeholders focusing on rehabilitation and resettlement of offenders, is finding new ways of working and has learned to engage more with other professionals and support services to enable it to do so.

NIPS Equality and Diversity Committees now have representation from Chaplaincy, prisoners, and support groups, such as An Munia Tober and The Children's Law Centre.

Prisoner surveys, staff surveys and feedback forms have been used to establish other perspectives for management consideration and this information is reported on and published. Staff have taken up new support roles in various areas so that prisoners know who to talk with if they have concerns relating to different areas, for example; Family Support Officers, Foreign National Support Officer, Equality Officer and a new role is being proposed for a Disability Liaison Officer, to be used across the service.

Outreach work with local schools and colleges has grown. This aims to raise awareness and act as a preventative measure to divert young people from entering the criminal justice system.

Regular visits have been made to the Youth Justice Agency by the Independent Complaints Reviewers to meet with young people and their representative(s) to discuss and ascertain their level of knowledge and awareness of the complaints process.

NIACRO volunteers visit the Juvenile Justice Centre each week, making themselves available for any young person who wants to discuss an issue or raise concerns. The volunteers raise these concerns with staff and management in an effort to have them resolved. The Independent Representation Project also connects young people to support programmes in the community before and at the time of their release.

The Agency works with groups such as Include Youth (Young Voices project) to allow the voices of young people to be heard and empower them to shape the services they receive. This was carried out by way of direct engagement with groups of young people meeting with an independent person.

Community Services Directorate within the Youth Justice Agency constantly seeks to build links with local community based groups to complement the relationships it already has with education and family support services. This has provided opportunities for the community to offer young people access to appropriately diversionary activities, to demonstrate active citizenship and to participate in reparation.

The Youth Justice Agency organised a restorative justice poster competition between June and October 2007. The purpose of the competition was to raise awareness and build confidence in the Youth Justice Agency with children and young people within both mainstream schools and alternative education centres and youth groups across Northern Ireland. Entries were received from a broad range of educational and recreational groups. An awards ceremony was held at Hillsborough Castle where a pupil of St Louis Grammar School, Kilkeel was declared overall winner.

Section 10: The Good Relations Duty

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

Community Safety Unit provided a small sum of funding to Community Safety Partnerships in October 2007 to hold events designed to promote good relations; namely to raise public awareness, eradicate clichés, stereotypes and violence, promote the values that underlie equal treatment, fight against discrimination and to generally raise awareness of the impact on older people. Eight Community Safety Partnerships in Ards, Ballymoney, Belfast, Down, Dungannon, Fermanagh, Limavady and Omagh ran events to coincide with the International Day for Older People on 1 October 2007 (Age Awareness Week 1- 5 October 2007). Some feedback was received which suggested that older people who attended these events developed further knowledge of equality issues facing their generation.

Following a consultation exercise completed during 2006/07 to develop a Good Relations Strategy, the strategy was approved during 2007/08 and an action plan was drawn up by the Probation Board to ensure implementation of all elements of this strategy.

Northern Ireland Prison Service identified the need for the availability of appropriate programmes and interventions to challenge offenders' behaviour and attitudes in respect of diversity, difference and tolerance of others within a context of 'good citizenship' and good community relations. In particular it recognised the need to address negative attitudes and anti-social and criminal behaviour around sectarianism, racism, homophobia and sexism in Northern Ireland.

The Prison Service recognises the civic role of public service as well as the prison and probation systems in such a contested society as Northern Ireland. Within this context one of the key prison roles is the promotion of good relations and both challenging and encouraging more people to become at ease with difference and to prepare those in custody to take up their place in society on return to the community.

For this reason NIPS asked Community Dialogue and the University of Ulster at Jordanstown (UUJ) to work collaboratively to produce a pilot programme which could be run in tandem for prisoners and prison staff. The pilot programme named; Diversity Dialogues Programme (Community Dialogue) for inmates and the Future Ways Good Relations Programme (UUJ) for staff ran between February and July 2007 in Magilligan prison. The pilot received positive feedback from both the prisoners and staff involved. This type of two-tier programme will be considered as a possible vehicle for staff and prisoners to develop a practice around good relations and diversity within the context of ongoing work within Make a Difference, the NIPS diversity strategy 2008-2011.

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

The Commission's Good Relations Guide has been used to good effect across Northern Ireland Prison Service. It confirmed understanding of the issues and the direction NIPS needed to focus on. It helped inform the training team's thinking while developing cultural diversity awareness and community differences discussions. It also directed NIPS towards organisations it worked with to develop work in establishments on good relations, for staff and prisoners. The guide also provided good examples of best practice which were local and relevant, therefore valuable.

Annual Report July 2007/ March 2008
'Disability Duties' Questions

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

16

Fully
Achieved

11

Partially
Achieved

5

Not
Achieved

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

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

Level	Public Life Action Measures	Outputs ³	Outcomes / Impact ⁴
National ⁵			
Regional ⁶			
Local ⁷	Accessibility – Further developments to the estate included additional listener and safer and low mobility cells at Maghaberry and Hydebank Wood, and provision of low mobility cells in H blocks at Magilligan. (NIPS)	Provided as noted	Increased accessibility for disabled prisoners

³ **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

⁴ **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

⁵ **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

⁶ **Regional**: Situations where people can influence policy decision making at a middle impact level

	Commissioning of a DDA audit to inform development of policies and procedures and the physical environment for staff, prisoners and visitors. (NIPS)	The audit is well progressed – currently at reporting stage.	Impact to be assessed.
	To monitor the workforce periodically to determine the number who come under the DDA criteria.	Record maintained of those who come under the DDA criteria.	Ability to know the number of staff who come under the DDA criteria. To ensure that reasonable adjustments are made in each circumstance and to allow people to have full access and equality of opportunity as others.
	Audit the provision of training in the department to ensure the needs of disabled staff are met.	Audit complete.	The audit has not identified any major issues to be addressed.

⁷ **Local:** Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local forums.

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

	Training Action Measures	Outputs	Outcome / Impact
1	Updating of Equality and Diversity awareness training to all staff.	Almost 70% of staff, excluding Prison Service grades, have been through the training.	Increased staff awareness of equality and diversity issues and responsibilities.
2			
3			
4			

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

	Communications Action Measures	Outputs	Outcome / Impact
1	Reinforce department's commitment to the Disability network by holding a celebration event.	Event held in Castle Buildings on 20-9-07. Event held in Millbank 27-9-07.	Greater Awareness.
2	Review external and internal communication policies , practices and procedures to meet the needs of people with disabilities.	Purchase of textphone. Internet/intranet sites are AA compliant. Ability to provide publications in alternative formats to meet specific needs.	Website more accessible to the four main groups of people with sensory impairments, i.e. those with hearing, sight, learning or motor impairments.

3	Audit the need for establishing a service-wide contract for the provision of Sign Interpreters. (NIPS)	Contract in place.	Increased accessibility.
4	Assess and implement developments in line with Resettlement Inspection Review in relation to citizenship and equality to include disability. (NIPS)	Considering the citizenship issues that need to be prioritised and included, to develop the area of equality and understanding the meaning of such issues as disability and discrimination, around reoffending and resettlement planning.	

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

	Encourage others Action Measures	Outputs	Outcome / Impact
1			
2			
3			
4			

2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
1	Take advantage of Cabinet Office development schemes.	Facilitated a disabled placement in the Dept during 2007.	Increased awareness.
2	Re survey the department for information on disabled staff.	Survey issued to all staff.	Raised awareness that reasonable adjustments were available to staff with a disability. Confirmed to PSD that reasonable adjustments in place were appropriate.

3	Further developments of the estate. (NIPS)	To provide additional listener and safer and low mobility cells at Maghaberry and Hydebank Wood and provision of low mobility cells Magilligan.	All provided, making for better access to support and better mobility for those who require support.
4	Commissioning of a DDA audit of estate to inform development of policies and procedures and the physical environment for staff prisoners and visitors. (NIPS)	Audit underway and progressing well.	Better knowledge of level of compliance. Clearer evidence to prioritise actions and improvements on short and medium term.
5	Assess the findings of the Mental Health Commission report (March 07) and its recommendations. (NIPS)	Findings have been assessed and recommendations considered. Recruitment of more nursing staff.	The new REACH unit (Reaching prisoners through Engagement, Assessment, Collaborative working and a Holistic approach) provides accommodation and services for vulnerable prisoners, those with mental health issues and personality disorder. More nurse officers recruited and in post.

6	Contribute to the implementation of the Bamford Review recommendations in relation to mental health and learning disability. (NIPS)	<p>Lead responsibility for healthcare from Prison Service to Health Service.</p> <p>Prison service has financed an assessment of the requirement for mental health service in prison, and furthermore provided an additional £225k pa for the development of mental health provision, in addition to resources already invested in mental health.</p>	<p>Health Service now has lead on Healthcare for prisoners.</p> <p>This investment has just been made March 08 and no specific outcome yet due, however a perceptible improvement in services for mental health disordered prisoners.</p>
7	Allocate responsibility for the achievement of the measures in the Action Plan and for the management of the Action Plan.	Prison Service Management Board (PSMB) to take lead responsibility.	While PSMB have taken lead responsibility, the mechanism for monitoring this is through each establishment's Equality and Diversity Committees, who record and analyse data monthly and report bi monthly. The equality advisor updates PSMB, who agree appropriate action as required.

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

	Action Measures partly achieved	Milestones ⁸ / Outputs	Outcomes/Impacts	Reasons not fully achieved
1	To consider further measures to ensure diversity targets for disabled staff are met.	3.2% at Grade A achieved.	Encourage staff to declare if they have a disability. Researching suitable benchmarking tools.	Voluntary declaration by staff regarding disability.
2	To monitor the proportions of disabled people applying for public appointments and take further steps to encourage applications from under representative groups.	Target for 2007/08 -5%. Actual for 2007/08 - 3.1%.	Continue to monitor the proportion of disabled people applying for public appointments and take further steps to encourage applications.	

⁸ **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved.

3	Review existing training provision to take account of the new disability duties in induction training, staff information pack and the NIPS Intranet. (NIPS)	Review still underway and some parts actioned. Include in new officer training and planned new diversity training to be underway in Autumn 08.	New duties advertised and staff attention drawn to this via staff notice. Better understanding of new duties.	Staff were immediately informed of new duties, not by class room intervention but by staff notice, due to staff shortages and business demands. This will, however, be included in new programmes.
4	Include questions in periodic staff, prisoner and visitor surveys in relation to disability.	Questionnaires devised and both prisoners and visitors have been surveyed, this survey is not yet complete.	Responses yet to be analysed.	Not yet questioned all groups noted and responses to be actioned. Pressure of work on other equality review, will be completed this year.

5	<p>Establishment of separate service users groups for staff, prisoners and visitors to support DDA and provide feedback on their experience.(NIPS)</p>	<p>HR staff through Diversity strategy liaising with staff with disabilities.</p> <p>Visitors with disabilities being surveyed to establish needs, barriers to service opportunities to better promote positive attitudes and to get people involved in decision making and support roles.</p> <p>Prisoners with disabilities being surveyed to establish needs, barriers to service opportunities to better promote positive attitudes and to get people involved in policy making and support roles.</p>	<p>A number of interviews have taken place; however the full analysis of findings not yet made.</p> <p>A number of interviews have taken place; however the full analysis of findings not yet made.</p>	<p>Delay in filling Equality Advisor post DDA audit not yet complete. Pressure of work and other equality reviews underway.</p> <p>This is not unduly delayed and will be picked up in the next number of weeks.</p>
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6	In conjunction with other Criminal Justice Agencies, consider outreach to groups representing people with a disability and the possibility of a joint consultative forum. (NIPS)	Criminal Justice Equality network have discussed this option and drafted a proposal to the Board to consider the way forward on having a joint consultative forum.	Paper drafted and sent to Criminal Justice Board for consideration.	Competing priorities and other work on equity monitoring across the Criminal Justice system.
7	Appoint a Disability Liaison Officer. (NIPS)	Agreement to appoint has been discussed.	Governors have agreed to appoint, a selection process is under discussion and training needs and requirements of post being assessed and agreed.	Staff shortages. Pressure of work and competing priorities.
8	Assess and implement developments in line with Resettlement Inspection Review in relation to citizenship and equality to include disability. (NIPS)	Currently considering the citizenship issues that need to be prioritised and included, to develop the area of equality and understanding the meaning of such issues as disability and discrimination, around reoffending and resettlement planning.	Overhaul of Resettlement programmes underway, this area is new and requires some development before it can be implemented.	Part of a bigger process, will fall a little behind in terms of timescale but will be included in coming months.

9	Assessment of the specific consultation needs of disabled people as part of the development of the NIPS corporate guidance on policy making and consultation. (NIPS)	<p>Consultation lists have been grouped by Sector to better target consultees, disability sector included and group content reviewed to ensure all known groups included.</p> <p>Also interviews carried out with disabled prisoners and visitors to service.</p>	<p>New lists to enable better targeting.</p> <p>Interviews held. Information gathered, yet to be fully analysed.</p>	<p>This aspect completed with delay.</p> <p>Competing priorities and other equality review underway.</p>
10	Review existing training provision to take account of new disability duties in induction training, staff information pack and NIPS intranet.	Review still underway and some parts actioned.	New duties advertised and staff attention drawn to this via staff notice.	Staff were immediately informed of new duties, not by classroom intervention but by staff.
11	The Youth Justice Agency will look at developing work experience opportunities for people with a disability in both administration and support services.	Contact has been made with Disability Action.	The development of a work experience strategy and discussions on implementation are underway. Introduction of the initiative is expected in early 2009.	Competing priorities.

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

	Action Measures not met	Reasons
1	New Managers Guide on disability matters.	Aligning with DFP policies, CPG already working on disability for this purpose.
2	Establishment of separate service users groups for staff, prisoners and visitors to support DDA and provide feedback on their experiences.	Awaiting report from DDA audit.
3	Review opportunity to design and deliver joined up training on the duties and disability issues with other criminal justice partners. (NIPS)	Business demands and staff changes. This may be a better prospect if Police, Prison and Fire and Rescue Services share a joint training site in the next few years as current planning suggests.
4	Audit the need for establishing a service wide contract for the provision of sign interpreters. (NIPS)	Competing priorities have held back doing the audit, however service is advertised and always offered and provided when requested.
5	The Youth Justice Agency will be working closely with Disability Action to provide staff awareness sessions.	Competing corporate training priorities have meant that this training has been deferred. During 2008/09, disability awareness training remains part of the Agency's corporate training priorities.

5. What **monitoring tools** have been put in place to evaluate the degree to which actions have been effective / develop new opportunities for action?

(a) Qualitative

(b) Quantitative

6. As a result of monitoring progress against actions, has your organisation either:

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes.

No

If yes please outline below:

	Revised/Additional Action Measures	Performance Indicator	Timescale
1			
2			
3			
4			
5			

7. Do you intend to make any further **revisions to your plan** in light of your organisations annual review of the plan? If so, please outline proposed changes?

The NIO has yet to receive formal feedback on the NIO Disability Action Plan however we do expect to revise our plan in coming months in line with the feedback and any new developments.
