

Department for the Economy



Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2016-17

Contact:

<ul style="list-style-type: none">Section 75 of the NI Act 1998 and Equality Scheme	Name: Mr Owen Gillespie Telephone: 02890 529828 Email:
<ul style="list-style-type: none">Section 49A of the Disability Discrimination Act 1995 and Disability Action Plan	As above <input checked="" type="checkbox"/> Name: Telephone: Email:

Documents published relating to our Equality Scheme can be found at:

Please insert link or details here

Signature:

This report has been prepared using a template circulated by the Equality Commission.

It presents our progress in fulfilling our statutory equality and good relations duties, and implementing Equality Scheme commitments and Disability Action Plans.

This report reflects progress made between April 2016 and March 2017

PART A – Section 75 of the Northern Ireland Act 1998 and Equality Scheme

Section 1: Equality and good relations outcomes, impacts and good practice

- 1 In 2016-17, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.

The NI Executive gave a commitment in the Stormont House Agreement to reduce the number of government departments from twelve to nine. As a result, the Department for the Economy (DfE) was established in May 2016. DfE combines the functions of the former Department of Enterprise, Trade and Investment and the Department for Employment and Learning, with the exception of the Employment Service which is now part of the Department for Communities.

This first year, 2016/17 represents a transitional year for DfE and other government departments in Northern Ireland. One of the key activities during the transitional year will be the development of a Corporate Plan for DfE for the period 2016–2021. The Corporate Plan will be aligned to the new Programme for Government 2016–2021, the refocus of the NI Economic Strategy and the Executive’s budget for the period 2017–2021. Once an Executive returns and reaches agreement on its core priorities the new Programme for Government (PfG) will be finalised and budget agreed for the period. The Departmental Corporate Plan will then be further developed and agreed.

In addition to the commitments already contained in DfE’s Equality Scheme, the Department’s Six Monthly Assurance Statement includes an assurance, given by all heads of Division, that Divisions, Units and Branches within the Department that Staff have been made aware of the organisation’s Health and Safety Policy and Equality Policies and that these are being complied with and all Divisions conduct equality screening and, if appropriate, Equality Impact Assessments, on all new policies/amendments to existing policies, both internal and external, in line with Section 75 of the NI Act 1998.

The process of screening and the robustness of decisions taken will continue to develop and improve throughout the Department. The need for the collection and use of data from a variety of sources to inform screening decisions is now embedded in the process. Increasing use of informal discussions with Section 75 representative groups has proved of value to screening findings.

The Department’s Equality Unit is responsible for co-ordinating all of the Department’s Section 75 ‘activity’. The Unit supports managers and staff throughout the Department, guiding them through their equality responsibilities and ensuring that the equality duties

are to the fore in all policy considerations.

DfE has screened policies and built equality issues into policies and programmes from an early stage of policy development. We also recognise the importance of ensuring all our policies comply with the Human Rights Act 1998. During 2016/17, equality screening exercises resulted in 3 policies being screened out. There were no full Equality Impact Assessments carried out during the reporting period.

Links to DfE Policies screened during 2017 are provided below:

- [Proposed Interim Change in Funding Learning Unit \(FLU\) Unit of Resource \(UoR\)](#)
- [Industrial Strategy Equality Screening](#)
- [Applications by Gas Licence Holders for the Grant of Necessary Wayleaves- Proposed Guidance for Applicants and Landowners and/or Occupiers \(note the Equality Screening Form is Annex B of the consultation document\)](#)

Two Personal Emergency Evacuation Plans (PEEP) were completed within the Department during 2016/17.

During 2016/17 DfE Human Resources received a number of requests for reasonable adjustments in the workplace. A large proportion of these requests were for specialised seating but there has also been a significant increase in recommendations for variable height desks. The Department has been trialling different options to meet this need. Phased return to work was also granted to a number of staff who returned after lengthy sick absences. If additional advice was required, requests were referred to the NICS Occupational Health Service. These referrals covered issues such as recommending what type of equipment would help the officer carry out their duties. Departmental HR (DHR) arranged for the Disability Employment Service to have assessments carried out by their Occupational Therapists.

Public Appointments

DfE, in conjunction with all other Departments, continues to work towards achieving targets agreed by the NI Executive in February 2016 to achieve gender equality (in aggregated public appointments) by 2017/18 for in-year appointments and by 2020/21 for all other appointments.

We are also committed to looking at new ways to increase the numbers of applications from people with disabilities, people from ethnic minorities and younger people. In practice, this means integrating ideas and recommendations made by the Commissioner for Public appointments NI (CPANI) in their 2014 report on 'Under representation and lack of diversity in public appointments'.

Various boards of DfE sponsored bodies have also agreed to participate in two mentoring schemes – The Boardroom Apprentice and the Queen's University Graduate School Mentoring Scheme - aimed at encouraging participation rates of under-represented groups and to make public bodies more representative of the communities they serve.

PART A

During 2016/17 DfE Public Appointments Unit ran two open competitions for a new Deputy Chair of the Consumer Council NI and for a new Health & Safety Executive NI Chair. A total of 55 applications were received – 38 male (69%) and 17 female (31%). In both competitions, 13% of those who applied declared a disability. The number of applicants from an ethnic minority background was 2(8%) and 1(3%) respectively.

Both new Chairs appointed were male. A reserve list appointment, of a new member of the governing body of the Southern Regional College, was female.

During 2016/17, the Department introduced new ways to publicise our public appointments vacancies, including the use of Twitter and the placement of articles, for example, the Belfast Telegraph featured an article by one of our female Chairs in their 'How I became a ...' section and the TEO Central Appointments Unit featured one regarding a large upcoming competition for new Fair Employment and Industrial Tribunal members in their ezine – 'All Aboard'.

With the organisers' agreement, we provided flyers publicising our vacancies at events aimed at women such as the 'Launch of Women's Entrepreneurship' and 'The Future of Business'. We will continue to look out for similar opportunities both internally and externally.

In November 2016, a member of DfE's Public Appointments Unit joined DfE's Diversity Group to promote the cross-fertilisation of ideas, information and practices.

DfE Public Appointments Unit continued to participate in a series of CPANI workshops during 2016/17 on 'demystifying' the public appointment process' and went along to present at two of the events.

DfE Equality Unit

DfE Equality Unit staff continued to hold regular update meetings with equality colleagues in each of our NDPBs. These meetings are normally held on a quarterly basis and provide an opportunity, not only to share information and experience, but also to update the NDPBs on current equality-related cross-departmental strategies and to outline current best practice in these areas. These meetings have proved very valuable in ensuring that our NDPBs are aware of NICS policy developments and in improving our understanding of the issues they face.

DfE Diversity Group

A new DfE Diversity Group was established to carry on with the work of the former DETI Diversity Group. The Diversity Group was established to:

- promote and encourage good diversity practice
- consider all diversity/inclusion issues as they affect staff in the Department
- identify actions to enhance the way we work with each other
- support the DfE Diversity Champion and DfE Racial Champion

The Diversity Group membership is representative of job roles directly related to

equality and diversity, Trade Union Side plus volunteers who express an interest in diversity.

DfE Equality Unit staff represent the Department on a range of inter-departmental working groups to help drive forward key equality issues across government, including the NICS Departments' Equality Practitioners Group (EPG), chaired by OFMdFM, and the DCAL-led Sign Language Partnership Group and the Inter-departmental Charter Group for Regional and Minority Languages.

Contact with the Voluntary and Community Sector continues through various fora for the benefit of both the sector and the Department.

Employment Rights Legislation

The promotion of equality continues to be fundamental in the Department's efforts to provide an effective employment rights framework for all workers in Northern Ireland. All new employment legislation undergoes extensive public consultation at draft stage.

Representatives of Section 75 groups are included in all consultations and specific representation is sought depending on the nature of the proposals. New employment rights policies are always "screened" to determine the impact they will have on the promotion of equality of opportunity and the promotion of good relations within the terms of Section 75 of the Northern Ireland Act 1998.

The Employment Agency Inspectorate

The Employment Agency Inspectorate (EAI) sits within the Employment Relations Policy and Legislation Branch. The EAI employs two permanent employment agency inspectors. The Inspectorate continued to implement a risk-based approach to inspection during 2016/17, in order to ensure compliance with the Conduct of Employment Agencies and Employment Businesses Regulations (Northern Ireland) 2005 (the Conduct Regulations), particularly in respect of those agencies who dealt with work seekers who were most vulnerable to exploitation. A significant part of this year's work by the Inspectorate was the investigation of multiple complaints from actresses about alleged inappropriate conduct by a local actor's agent. The investigation resulted in the granting of a Prohibition Order to ban the individual from operating as an agent for 10 years.

Between April 2016 and March 2017, 21 inspections and investigations were carried out (both routine inspections and complaints investigations) and 15 complaints were received. The EAI conducted 3 information visits to new or existing agencies to provide advice on the requirements under the Conduct Regulations. The EAI also gave a presentation at an information event on labour exploitation which was hosted by a local Intercultural charity. Attendees at the event included migrant worker representatives and the PSNI. Speakers included the Department of Justice and the Gangmasters Licensing Authority.

Migrant Workers

The Department is a member of the Northern Ireland Strategic Migration Partnership (NISMP) which is one of a number of similar partnerships within the UK that takes its

membership from the statutory, non-statutory, and voluntary and community sectors. During 2016/17, the Department continued to work closely with the NISMP to ensure that Northern Ireland is a welcoming place for migrants, refugees and asylum seekers.

The Partnership has worked to support their retention and integration, in a way that contributes to economic growth, and to reflect the regionally specific needs of Northern Ireland in the development and implementation of UK immigration policy.

The Partnership has established a migration web-site/portal that deals with migrants' information needs, myth-busting, and best practice in respect of migrant policy.

The NISMP aims to work in partnership with others, including the Department, in order to help deliver Northern Ireland's own distinct economic, welfare and labour force requirements. This has been facilitated through the work of three NISMP sub-groups:

- Welfare;
- Integration and Social Cohesion; and
- Labour and Skills.

The Department is represented on the Belfast City Council Migrant Forum meetings and continues to engage with the Law Centre NI in attending the Racial Equality Forum's Immigration Sub-group.

Relationships continue to be developed between relevant employment inspection and enforcement bodies. Where legislation permits, information sharing has been enhanced, in order to address exploitation of migrant workers and breaches of their employment rights. The EAI has strong links with BEIS agency inspectors and with the Gangmasters Licensing Authority on issues relating to labour exploitation; where migrant workers are particularly at risk. It also sits on the DoJ Organised Crime Task Force on Immigration and Human Trafficking.

Northern Ireland European Social Fund Programme 2014-2020

The Strategic Aim of the ESF Programme 2014-2020 is to combat poverty and enhance social inclusion by reducing economic inactivity and to increase the skills base of those currently in work and future potential participants in the workforce.

The programme funds activity to enhance and extend employment opportunities, in particular for those groups at a disadvantage in the labour market who are unemployed, including long term unemployed, or economically inactive. There is also a focus on supporting young people aged 16-24 who are not in employment, education or training and on people with a disability.

In addition, the programme includes the Community Family Support Programme (CFSP). CFSP provides a wraparound family intervention support and employability mentoring service that aims to support all family members and break the cycle of intergenerational unemployment and associated poverty in communities (Priority 1 and 2). A separate Apprenticeships priority is also funded (Priority 3).

The total value of the ESF Programme is €513m from 2014-2022. This is aimed at support for the Unemployed, Economically Inactive, Disabled and NEETS. The EU will fund 40% of this total.

The ESF programme has been developed in line with the Section 75 requirements. The programme has been screened for equality implications and is compliant with the requirements for the Section 75 legislation. Policies on which the ESF programme is based have been subject to equality impact assessment as a normal part of the policy development process.

Under Priority Axis 1 and 2 the ESF projects are currently contracted to March 2018. A further public call for project applications will be launched later in 2017. This will ensure that similar provision and support will continue to be available from April 2018 to March 2022.

The Call will include the specific objective of enhancing social inclusion by reducing unemployment in people with a disability. Within this investment priority, support is offered to people with a disability through specialist, tailored training and employment support projects where the specific needs of the individual are addressed.

As part of the application process, applicants will be required to demonstrate their commitment to equality and equal opportunities.

Priority 2: Social Inclusion

There are currently 24 Disability projects with total funding of £40.23m. And, 5 Community Family Support projects are being funded with £8.02m allocated for the lifetime of the first call.

Priority 3: Skills for Growth is organized via closed Government calls with £30.2m allocated for a 2½ year period – September 2015 to March 2017.

Training for Success

The Training for Success Programme (TfS) provides training for young people who have not yet found full time employment. It is designed to enable young people to progress to higher level training, further education, or employment. It provides training to address personal and social development needs, develop occupational and employability skills and, where necessary, Essential Skills. The structure and components of the programme are detailed below:-

The Training for Success programme consists of the following four strands: Skills for your Life, Skills for Work level 1, Skills for Work level 2, and Skills for Work level 3. While the Department provides a guarantee of a training place to those who are unemployed and in the 16 & 17 year old age group, there is extended eligibility criteria in TfS for those aged under 22 with a disability; and under 24 for those young people who qualify under the Children (Leaving Care) Act (NI) (2002).

Participants will receive an entitlement of 104 weeks on the Training for Success

programme, or up to 156 weeks for those with a disability who have an identified need for additional time. Suppliers are required to maximise the outcomes available to young people and progress them through the strands at a pace which is appropriate to individual needs. The length of time which individuals will spend on each strand of the programme will be determined by the individual need as ascertained by the initial assessment process. This is specified on a Personal Training Plan for all individual participants.

Skills for Your Life

This strand is designed to address the personal and development needs of young people who have disengaged from learning and/or have significant obstacles. It is designed to address the need for more focused provision for the significant minority of young people for whom Skills for Work is not suitable.

This group is difficult to describe, such is the range and complexity of the characteristics displayed by the group. The young people often have multiple barriers to education, training or employment, for example regular alcohol, solvent or drug related abuse or dependencies; health related problems; homelessness or family problems; second or third generation unemployed; involvement in illegal or anti-social criminal activities. In addition, most of these young people have Essential Skills needs, poor records of attendance and achievement in school, as well as attitudinal problems to education, training and / or employment.

Skills for Work level 1

This strand is designed to help young people gain skills and qualifications at level 1, to be able to gain employment, to progress to Skills for Work level 2 or ApprenticeshipsNI.

Participants are offered two pathways on this strand, as specified below:

Work sampling: for those participants who are unclear about a preferred occupational area, there should be a period of work sampling followed by professional and technical training in their chosen occupational area; and / or

Professional and technical training: for those who have already chosen an occupational area and for those who choose an area after a period of job sampling.

Skills for Work level 2

This strand is designed to ensure that those who have been assessed as being capable of achieving at level 2, but who have not yet secured employment, are prepared for future progression to employment as an apprentice.

Skills for Work level 3

To ensure that those who have achieved level 2 qualifications and have completed the Skills for Work level 2 provision and have not yet progressed to employment can develop level 3 knowledge.

Additional Learning Support

Additional learning support is the direct responsibility of the Supplier. Support services are offered directly to participants by qualified and experienced staff or via external

providers with the expertise to deliver the support required.

Such support is targeted at participants who have significant barriers to learning and employment, and/or require additional input of resources in terms of training time, equipment, or support, but do not fall into the disabled category.

Traineeships

A new Northern Ireland strategy for youth training (Generating Our Success) was published in June 2015. The new system, to be introduced from September 2018, will deliver a step-change to the youth training system at level 2, which will be branded 'Traineeships'.

The Department is currently testing aspects of the new model through a number of traineeship pilots.

ApprenticeshipsNI

This programme is open to those who have attained the minimum school-leaving age, are either entering or already in employment and contracted to work a minimum of 21 hours per week. Apprentices follow a national training framework which leads to attainment of a competence based qualification at level 2 or 3, Essential Skills and a knowledge based qualification. The frameworks are agreed with the relevant Industry Representative Bodies to meet the need of each particular sector.

In the case of apprentices aged 16-24, the Department for the Economy funds 100% of the cost of off-the-job training. Funding for apprentices aged 25 years and over is focused on priority economic areas and set at fifty percent of that available for 16-24 year olds.

Disability Support

For both ApprenticeshipsNI and Training for Success, Disability support is available from Disability Support Suppliers (DSS) separately contracted by the Department. Training Suppliers work with these organisations to ensure that appropriate arrangements are put in place to assist participants in their training and in the achievement of the best possible outcomes, where such support is deemed to be of benefit to the participant. It should be noted that not every participant with a disability will require such support.

In addition, disability supplements may be payable to Training Suppliers to provide additional resources in terms of training time, specialist equipment or other support in order for participants to benefit fully from training.

Assured Skills

Assured Skills is a joint programme between the Department for the Economy and Invest Northern Ireland which seeks to ensure the delivery of a range of activities and interventions guaranteeing potential inward investment companies, or existing companies wishing to expand, that NI has the ability to satisfy their future skills and training needs.

PART A

During 2016/17, Assured Skills provided 17 Academy programmes. A total of 281 applicants were invited onto the academies, comprising 200 males, 80 females and 1 not gender-defined. 28 applicants were from individuals who declared a disability, with 13 declaring they came from a minority ethnic background.

The following statement is contained within the Assured Skills letters of offer to our clients:

“The Client shall comply with the relevant statutory provisions from time to time in force in Northern Ireland imposing obligations on the Client in relation to discrimination on the grounds of religious belief, political opinion (including in relation to section 75 of the Northern Ireland Act 1998), racial group, marital status, age, sexual orientation, gender, disability and having dependants”.

Bridge to Employment

Bridge to Employment is a pre-employment programme aimed at providing customised training courses to equip unemployed people, as well as those returning to the labour market, with the skills necessary to compete for new employment opportunities on an equal basis with others.

During 2016/17, Bridge to Employment provided 10 programmes. A total of 105 people participated on the programmes, 89 male (85%) and 16 female (15%). 3 (3%) participants declared that they had a disability.

Both the Assured Skills and Bridge to Employment programmes are open to applicants irrespective of age, gender, disability, ethnicity or community background.

Employer Support Programme

The Employer Support Programme is a skills development programme funded by the Department for Employment and Learning and delivered across Northern Ireland by the six FE colleges. There are two strands to the programme, InnovateUs and Skills Focus. In delivering the Employer Support Programme, colleges focus on providing support to employers; identifying future skills needs; collaboration with employers/skills groups; and being both proactive and reactive to employer needs.

Skills Focus and InnovateUs are open to all companies irrespective of age, gender or religion of employees. It is up to the company who they select to send on the programmes. The following statement is contained within our letters of offer to the colleges,

“The College shall comply with all applicable fair employment, equality of treatment, and anti-discrimination legislation, including, in particular, the Employment (Northern Ireland) Order 2002, the Fair Employment and Treatment (Northern Ireland) Order 1998, the Sex Discrimination (Northern Ireland) Orders 1976 and 1988, the Equal Pay Act (Northern Ireland) 1970, the Disability Discrimination Act 1995, the Race Relations (Northern Ireland) Order 1997, the Employment Relations (Northern Ireland) Order 1999, and the Employment Rights (Northern Ireland)

Order 1996, and shall use its best endeavours to ensure that, in its employment policies and practices, and in the delivery of the services required of the College under this agreement, it has given due regard to the need to promote equality of treatment and opportunity between:

- persons of different religious beliefs or political opinions;
- men and women, or married and unmarried persons;
- persons with and without dependants (including women who are pregnant, or on maternity leave, and men on paternity leave);
- persons of different racial groups (within the meaning of the Race Relations (Northern Ireland) Order 1997);
- persons with and without a disability (within the meaning of the Disability Discrimination Act 1995);
- persons of different ages; and
- persons of differing sexual orientation

Higher Education

Widening Participation

Widening participation in higher education (HE) is a key priority for the Department for Employment and Learning. Widening participation in higher education facilitates and increases the participation of those groups which are currently under represented in HE in particular students from disadvantaged backgrounds and students with learning difficulties and disabilities.

Since 2000 the Department has been addressing the issue of widening participation in higher education through a number of broad policy directions and a number of specific actions. These actions have included:

- an increase in HE provision in universities and in higher education provision delivered in the Further Education Colleges (includes anything at level 4 and above e.g. HND, HNC and Foundation Degrees) ;
- the introduction of Foundation Degrees;
- a widening participation premium paid to HE Institutions in respect of students from disadvantaged backgrounds;
- a widening access premium paid to HE Institutions in respect of students with disabilities;
- special initiative funding to develop partnerships between the universities and schools, colleges and local communities in areas of high deprivation and with traditionally low levels of participation in HE;
- capital funding to assist the universities improve access for disabled students;
- a wide range of Student Support measures including means-tested maintenance grants, loans and allowances. Disabled Students Allowances (DSA) covers the extra costs of any support a student may require throughout their course as a direct result of their disability, mental health condition or specific learning difficulty. DSA can be available to provide specialist equipment, non-medical helpers support and reasonable extra travel costs incurred by the student to attend the university or college course as a result of a disability; and

PART A

- the introduction of a requirement upon higher education providers who wish to charge tuition fees above the standard level to have a Widening Access and Participation Plan in place which includes the provision of; bursaries for students from disadvantaged backgrounds and “outreach” activities to promote / support widening participation in higher education.

The higher education providers have demonstrated a significant commitment to widening participation. As a result, Northern Ireland’s record of participation in higher education has increased steadily and compares very favourably to other areas of the United Kingdom – with participation rates for young people at almost 50%.

Northern Ireland has also been very successful in achieving its objectives of raising motivation, aspirations and attainment of students who otherwise may not have considered going to higher education. In academic year 2015/16 around 34% of our higher education students came from the two most-deprived Multiple Deprivation Quintiles of Northern Ireland.

However, despite the above success certain parts of the Northern Ireland community continue to be under-represented in higher education. The Department recognises that addressing disadvantage and social exclusion will require coordinated action and consequently it is leading on the delivery of Access to Success, an integrated Regional Strategy for Widening Participation in Higher Education. It is being supported in this by other government departments the Higher Education Institutions, the Further Education Colleges and other relevant stakeholders.

The Department’s vision is that by 2020 any appropriately qualified individual in Northern Ireland should be able to gain access to higher education that is right for them, irrespective of their personal or social background or location of study. Learners should be able to progress to a level which fulfils their potential and to get proper recognition and respect for their achievements from employers, educationalists and the wider community. Efforts should be focused on ensuring that the people who are most able but least likely to participate are given every encouragement and support to achieve the necessary qualifications to apply to, and to benefit from, the higher education that is right for them.

The Department has continued the implementation of ‘Access to Success’. This is a strategy with a strong focus on the creation of a more accessible sector in which the people who are most able but least likely to participate are given every encouragement and support to apply to, and to benefit from, higher education.

Significant progress has been made on a range of measures in the strategy. These include:

- the launch in March 2014 of “Reach Higher” a single, centralised and co-ordinated higher education awareness and aspiration raising campaign to better communicate the benefits of higher education to under-represented sections of the community;
- the introduction in 2015 of the “Reach” programme which aims to expand the

range of aspiration and educational attainment raising programmes at school, college, community and the workplace;

- the introduction of Widening Access and Participation Plans –which include a summary of an institution’s widening participation strategy, a review of its past achievement against regional benchmarks and a detailed programme of anticipated progress each year towards its own targets;
- the development of additional support measures for students to sustain continuing participation; and
- an expansion in employer demand led Foundation Degrees in the workplace.

Young People not in Education, Employment or Training (NEET)

This Department takes the lead on the Executive’s ‘Pathways to Success’ strategy for young people not in education, employment or training (NEET). The strategy contains a three tier package aimed at:

- preventing young people missing opportunities for Education and Training, and/or becoming unemployed;
- helping young people in the 16-18 age group, especially those facing barriers; and
- assisting unemployed young people aged 18-24 more generally.

‘Pathways to Success’ had a particular focus on helping those young people who face barriers to participation, while also dovetailing with complementary proposals and actions to tackle the wider problem of youth unemployment at the time of the challenging economic context.

Barriers are characteristics of a young person’s circumstances which may have been present from early on in a person’s life. Young people who are not in education, employment or training and face barriers are, for the most part, young people who: are or have been in care; left care; or are on the edge of care; have had a negative experience of education; have suffered from bullying at school; have literacy and numeracy problems; are carers; are parents; have been involved with drug and alcohol abuse; have a physical or learning disability; have committed a crime; have a mental illness; suffer an economic disadvantage; and/or are homeless.

These characteristics are often not mutually exclusive and in many cases a young person will experience several of them simultaneously. In addition to this, the relationship between individual factors is also complex. Young people who are not in education, employment or training are not a homogeneous group and there exists a wide spectrum of problems and barriers which can be multiple and compounded, often from their earliest years.

A formal evaluation of Pathways to Success (PtS) has been undertaken by the Centre for Economic & Social Inclusion, (CESI, a London based not-for-profit company) and a revised Priorities and Action Plan is currently being developed.

United Youth Programme

The Department is leading on United Youth, an integrated, multi-outcome programme that aims to provide flexible, high-quality, young-person-centred opportunities for young people who are not in education, employment or training. The programme is a key commitment in the Northern Ireland Executive's 'Together: Building a United Community' Strategy.

Following an extensive co-design process, 12 pilots ran across Northern Ireland from August 2015 until the end of March 2016, involving some 350 young people aged 16-24 years old and funded by the Northern Ireland Executive's Change Fund.

An independent external evaluation of the pilot phase was completed in Summer 2016 and the findings were very positive. The pilot phase was deemed to have been effective in terms of:

- learning and development outcomes for the participants
- programme design
- engagement with and provision of support to delivery organisations
- administrative and financial control systems

Going forward, the Northern Ireland Executive has secured extensive EU Peace IV funding to deliver a cross-border programme under Children and Young People Priority 2.1 from 2017 until 2021.

The programme will target 14-24 year olds who are disadvantaged, excluded or marginalised; have deep social and emotional needs; and are at risk of becoming involved in anti-social behaviour, violence or dissident activity. It will be outcomes-focused in terms of good relations, personal development and citizenship, and will enhance the capacity of children and young people to form positive and effective relationships with others of a different background and make a positive contribution to building a cohesive society.

Within Northern Ireland, PEACE IV Children and Young People Priority 2.1 will align with the vision and objectives of the United Youth Programme as they were set out in the 'Together: Building A United Community Strategy. It is anticipated that projects will commence in Autumn 2017.

Careers Service

The Careers Service is an all-age, all-ability service that provides impartial guidance on career planning to people in education, employment, and training to the unemployed. The Careers Service has developed and implemented a social inclusion policy which focuses on addressing the needs of young people and adults facing, or vulnerable to, social exclusion, including clients with a disability.

The Careers Service has Partnership Agreements in place with 98% of post-primary schools in Northern Ireland, including Special Schools. These formal agreements, which are reviewed annually, provides a mechanism for schools and the Department for the Economy's Careers Service, to ensure that the services delivered are appropriate to the

PART A

needs of pupils and ensures that specific measures are in place to support learners in the transition process.

Those most at risk of leaving school early or at risk of not successfully transferring to education, training or employment are identified early in school, and actively supported until they are settled in a positive destination.

Through Partnership Agreements with schools Careers Advisers attend Transition Planning meetings for Year 10 pupils and subsequent Annual Reviews for pupils who have a statement of special educational need. This helps young people and their parents/guardians to make informed decisions about the options available to them on leaving school.

During the 2015/16 academic year, careers advisers attended and provided careers guidance at 1,260 Transition Planning meetings and a further 2,034 annual reviews.

The Careers Service, with parental /guardian consent as appropriate, refer school leavers with a disability or learning difficulty who are interested in progressing into training to one of DfE's contracted Disability Support Providers. These providers specialise in disability and learning support and give every child the best possible training experience and outcome.

The Careers Service provides services to adults who are economically inactive through partnership working with DfC's Employment Service, which includes attendance at Job Fairs, employer recruitment initiatives and redundancy clinics.

The Careers Service is also a key contributor to DfC's Employment Strategy for People with Disabilities, providing a seamless transition for those who need support from school age right through to adulthood.

The Careers Service is represented on the Autism Strategy Regional Multi-Agency Implementation Team (ASRMAIT) and networks with partner organisations to ensure appropriate and timely provision of careers services to clients with autism. The Careers Service has established links with all 5 Health Trust Regional Autism Co-ordinators to ensure that appropriate referral arrangements are in place and that clients with Autism are aware of and have access to careers services.

To support the social inclusion of all hard to reach groups the Careers Service has established effective partnership working arrangements with a wide range of community, voluntary and statutory organisations who advocate on behalf of vulnerable young people and adults to help them in their career planning and help them access education, training or employment.

The Careers Service also has Partnership Agreements in place to support specific potentially vulnerable groups including with:

- all five Health and Social Care Trusts, for young people 16+ in and leaving care; and

PART A

- the Youth Justice Agency for young people referred to the justice system either in a community or custodial setting.

In November 2015 a Careers Advisory Forum was established to advise both the Department for the Economy and the Department of Education on current and future Careers provision in the context of the refreshed Careers Strategy, 'Preparing for Success 2015-2020'. The Forum comprises representatives from education, business, and other key stakeholders such as parents and the community and voluntary sector including a representative from Disability Action.

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2016-17 (*or append the plan with progress/examples identified*).

The Department's Consumerline

One of the objectives of DfE's Equality Action Plan is to gather more information about those contacting the Department's Consumerline. Based on the analysis of information collected through previous customer surveys, and other intelligence sources, the Trading Standards Service (TSS) in Northern Ireland engaged with a wide range of stakeholders to highlight the financial and psychological harm caused by scams, doorstep crime and to work in partnership to tackle this major issue.

Each year mass marketing mail scams, which often target vulnerable or disadvantaged consumers, cause approximately £3.5 billion worth of detriment to UK consumers. The Trading Standards Service helps tackle mass marketing scams and disrupts the operations of perpetrators behind mail scams. It works in partnership with agencies across the country to identify and support victims of mass marketing fraud.

TSS has been working extremely closely with the Trading Standards National Scams Team, to reach out to all the known scam victims in Northern Ireland – names that appear on a list of people that have sent money off to scammers - in the majority of cases victims have lost thousands of pounds and have been identified as incredibly vulnerable. TSS has also seen many examples of individuals that have lost not just tens of thousands but hundreds of thousands of pounds to scammers. TSS officers have been visiting these victims and providing valuable advice and support to each person as well as investigating, where possible.

The Trading Standards Service has worked extremely hard this year to help combat the scourge of scams on consumers in Northern Ireland. Ongoing criminal investigations as well as a robust education and awareness-raising policy has seen the problem of scams brought to the fore of the public's consciousness. Consumers are becoming increasingly savvy to the scammers and are contacting Trading Standards in their thousands to alert us to the latest cons and tricks. TSS has generated a large amount of publicity highlighting the latest scams through national and local media outlets and has worked closely with the BBC NI's Spotlight programme on a dedicated scams episode.

The NI Trading Standards Service is also been member of the UK Mass Marketing Scams Group which shares intelligence and helps formulate policy on protecting vulnerable consumers in the UK from being caught out by sophisticated and extremely detrimental scams. The group contains members of all the major enforcement bodies such as the TSI National Scams Team, The Competition and Markets Authority, The NCA, Regional Scambusters, etc...

TSS has assigned a significant level of resource to undertaking pro-active work in combating mass marketed scams, this work has included:-

- Actively participating in the COSLA/NTSST initiative involving the training of local Royal Mail staff which will enable postal workers to identify scam

posts and make referrals to their internal security teams. These referrals help the Trading Standards Service to identify potential scam victims;

- Presenting at major charity/government events to local community groups on the issue of mass-marketed scams; Attending the Older Persons Commissioner's Office round table meeting;
- Meetings with a wide range of organisations/stakeholders to highlight the detriment caused to citizens by scams e.g. PSNI, Church Leaders, Health and Social Care Board, Safeguarding Teams in the Health Care Trusts, Older Persons Commissioner's Office, Carer Groups, the Rural Community Network, Dementia Care and others;
- Identifying opportunities for a more 'joined up' working approach to combating scams e.g. TSS has been working with local Crime Prevention Officers, local Policing and Community Safety Partnerships, Community Police and Liaison Committees and Neighbourhood Watch Groups as it appears that scam victims are also targeted by rogue doorstep traders;
- Undertaking educational work with Social Workers, Carers, Dementia Groups to help them identify scam victims. This has already proven to be very worthwhile in that scam victims have been identified by care workers. This has resulted in referrals to TSS that has enabled officers to provide the victims one to one advice and to persuade them to stop responding to scam mail;
- Assisting the National Scams Team by participating in a pilot project relating to the use of Call Blockers as a means to disrupt telephone scammers. (These are devices which block scam phone calls while allowing legitimate callers to get through); Working with our colleagues in the Department of Justice and the Northern Ireland Policing Board to secure funding for the purchase of call blockers;
- Contributing to the Police Service of Northern Ireland initiative to produce 'No Cold Calling' Stickers. The display of such stickers is to prevent a person from becoming the victim of a rogue doorstep trader; working with DOJ and PSNI to pilot selected "No Cold Calling Zones" to determine their effectiveness in reducing crime.
- Working with Health Trust representatives who have responsibilities for safeguarding vulnerable individuals;
- Press releases issued to the local media concerning the latest scams; Regular local and national TV and radio appearances highlighting scams on shows such as the On Your Behalf Programme, the One Show, the Secret Scammer, Rip Off Britain and Spotlight; Working with the BBC NI's Spotlight programme on a dedicated scams episode. Placing posts on the

TSS social media to alert followers to scams; Currently the #1 ranked TSS Facebook page in the UK; Working with the Scamwise NI partnership on media advertising campaigns

- Social Security Agency - referring scam victims, who may be entitled to extra benefit;
- Action Fraud - making referrals;

In addition to undertaking the above, TSS worked very closely with the Consumer Empowerment Alliance and the National Scams Team. Part of this work included visiting people who TSS believe are responding to scam mail, scam phone calls, scam e-mails and scam text messages. During each visit, an officer would provide specialist one to one advice.

TSS continually promote their activities as by doing so, people become more aware of the work that is undertaken on a daily basis including issuing press releases regarding TSS court cases, regular postings on TSS Social Media pages and appearances on TV/Radio news items.

People who contact TSS for consumer advice are made aware of their consumer rights and their business obligations. Consumers in particular, are more able to obtain redress for their consumer problem/issue as a result of the advice which they have received from the Service.

The above initiatives promote access to TSS services across all Section 75 groups. In particular, scam victims benefit from one to one advice which is provided by our service.

Public Appointments

DfE, in conjunction with all other Departments, continues to work towards achieving targets agreed by the NI Executive in February 2016 to achieve gender equality (in aggregated public appointments) by 2017/18 for in-year appointments and by 2020/21 for all other appointments.

We are also committed to looking at new ways to increase the numbers of applications from people with disabilities, people from ethnic minorities and younger people. In practice, this means integrating ideas and recommendations made by CPANI in their 2014 report on 'Under representation and lack of diversity in public appointments'.

Various boards of DfE sponsored bodies have also agreed to participate in two mentoring schemes – The Boardroom Apprentice and the Queen's University Graduate School Mentoring Scheme - aimed at encouraging participation rates of under-represented groups and to make public bodies more representative of the communities they serve.

3 Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2016-17 reporting period? *(tick one box only)*

Yes No (go to Q.4) Not applicable (go to Q.4)

Please provide any details and examples:

Public Appointments

Seven (13%) applicants in 2016/17 declared a disability. Six applied under the Guaranteed Interview Scheme (GIS), four of whom were successful at getting through for interview. Three subsequently made it through to the 'suitable for appointment' list. DfE will continue to employ the GIS in future competitions.

3a With regard to the change(s) made to policies, practices or procedures and/or service delivery areas, what **difference was made, or will be made, for individuals**, i.e. the impact on those according to Section 75 category?

Please provide any details and examples:

Public Appointments

The wider promotion of opportunities and the design and choice of criteria has seen an increase in the number of women and those with a disability applying for public appointments.

3b What aspect of the Equality Scheme prompted or led to the change(s)? *(tick all that apply)*

As a result of the organisation's screening of a policy *(please give details):*

As a result of what was identified through the EQIA and consultation exercise *(please give details):*

As a result of analysis from monitoring the impact *(please give details):*

As a result of changes to access to information and services *(please specify and give details):*

DfE's Equality Scheme includes a commitment to achieving effective communication and ensuring that all our services are fully accessible to everyone in the community across the Section 75 categories.

- Other (please specify and give details):

Section 2: Progress on Equality Scheme commitments and action plans/measures

Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

- 4 Were the Section 75 statutory duties integrated within job descriptions during the 2016-17 reporting period? (tick one box only)

- Yes, organisation wide
- Yes, some departments/jobs
- No, this is not an Equality Scheme commitment
- No, this is scheduled for later in the Equality Scheme, or has already been done
- Not applicable

Please provide any details and examples:

Job descriptions for staff in DfE's Equality & Diversity Unit reflect their contributions to the discharge of the Section 75 statutory duties.

- 5 Were the Section 75 statutory duties integrated within performance plans during the 2016-17 reporting period? (tick one box only)

- Yes, organisation wide
- Yes, some departments/jobs
- No, this is not an Equality Scheme commitment
- No, this is scheduled for later in the Equality Scheme, or has already been done
- Not applicable

Please provide any details and examples:

Under the NICS Performance Management Framework, commitments set out in DfE's Equality Scheme are reflected in the Performance Assessments of relevant staff and reviewed throughout the year.

6 In the 2016-17 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? *(tick all that apply)*

- Yes, through the work to prepare or develop the new corporate plan
- Yes, through organisation wide annual business planning
- Yes, in some departments/jobs
- No, these are already mainstreamed through the organisation’s ongoing corporate plan
- No, the organisation’s planning cycle does not coincide with this 2016-17 report
- Not applicable

Please provide any details and examples:

In addition to the commitments already contained in DfE’s Equality Scheme, the Department’s Six Monthly Assurance Statement includes an assurance, given by all Heads of Division, that Divisions, Units and Branches within the Department that staff have been made aware of the organisation’s Health and Safety Policy and Equality Policies and that these are being complied with and all Divisions conduct equality screening and, if appropriate, Equality Impact Assessments, on all new policies/amendments to existing policies, both internal and external, in line with Section 75 of the NI Act 1998.

Equality action plans/measures

7 Within the 2016-17 reporting period, please indicate the **number** of:

Actions completed:		Actions ongoing:	9	Actions to commence:	
--------------------	--	------------------	---	----------------------	--

Please provide any details and examples *(in addition to question 2)*:

See question 8 below.

8 Please give details of changes or amendments made to the equality action plan/measures during the 2016-17 reporting period *(points not identified in an appended plan)*:

A new Equality Action Plan was drafted for the Department which combines the functions of the former Department of Enterprise, Trade and Investment and the Department for Employment and Learning, with the exception of the Employment Service which is now

part of the Department for Communities. During 2016/17 no changes or amendments have been made to the Equality Action Plan as the commitments remain relevant to our functions and work. However, the Equality unit continues to oversee the implementation of the existing commitments and the actions set out in the Plan.

9 In reviewing progress on the equality action plan/action measures during the 2016-17 reporting period, the following have been identified: *(tick all that apply)*

- Continuing action(s), to progress the next stage addressing the known inequality
- Action(s) to address the known inequality in a different way
- Action(s) to address newly identified inequalities/recently prioritised inequalities
- Measures to address a prioritised inequality have been completed

Arrangements for consulting (Model Equality Scheme Chapter 3)

10 Following the initial notification of consultations, a targeted approach was taken – and consultation with those for whom the issue was of particular relevance: *(tick one box only)*

- All the time Sometimes Never

11 Please provide any **details and examples of good practice** in consultation during the 2016-17 reporting period, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

In compliance with the legislative process the Department's Insolvency Service completed two Equality Screening Forms. In relation to one an informal targeted consultation with insolvency practitioners was carried out. No equality issues were raised as a result. The other screening was carried out with reference to proposals to make primary legislation and will be included as part of a consultation package once a process to allow for the making of such legislation has been restored.

12 In the 2016-17 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

- Face to face meetings
- Focus groups
- Written documents with the opportunity to comment in writing
- Questionnaires

PART A

- Information/notification by email with an opportunity to opt in/out of the consultation
- Internet discussions
- Telephone consultations
- Other (*please specify*):

Please provide any details or examples of the uptake of these methods of consultation in relation to the consultees' membership of particular Section 75 categories:

Insolvency Service

The proposed public consultation on the primary legislation will be carried out both by means of hard copies and email, depending on the legislative guidance

The 2nd consultation was targeted to insolvency practitioners only and was carried out by email only.

13 Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2016-17 reporting period? (*tick one box only*)

- Yes No Not applicable

Please provide any details and examples:

14 Was the consultation list reviewed during the 2016-17 reporting period? (*tick one box only*)

- Yes No Not applicable – no commitment to review

Arrangements for assessing and consulting on the likely impact of policies (Model Equality Scheme Chapter 4)

[Insert link to any web pages where screening templates and/or other reports associated with Equality Scheme commitments are published]

<https://www.economy-ni.gov.uk/consultations>

<https://www.economy-ni.gov.uk/department-economy-equality>

15 Please provide the **number** of policies screened during the year (*as recorded in screening*)

PART A

reports):

3

16 Please provide the **number of assessments** that were consulted upon during 2016-17:

2	Policy consultations conducted with screening assessment presented.
0	Policy consultations conducted with an equality impact assessment (EQIA) presented.
0	Consultations for an EQIA alone.

17 Please provide details of the **main consultations** conducted on an assessment (as described above) or other matters relevant to the Section 75 duties:

1. Plans to make and lay subordinate legislation entitled the Gas (Designation of Pipelines) Order (Northern Ireland) 2016.
2. Proposals to make changes to the licensing system for insolvency practitioners; and how they maintain records

18 Were any screening decisions (or equivalent initial assessments of relevance) reviewed following concerns raised by consultees? (*tick one box only*)

Yes No concerns were raised No Not applicable

Please provide any details and examples:

Arrangements for publishing the results of assessments (Model Equality Scheme Chapter 4)

19 Following decisions on a policy, were the results of any EQIAs published during the 2016-17 reporting period? (*tick one box only*)

Yes No Not applicable

Please provide any details and examples:

Arrangements for monitoring and publishing the results of monitoring (Model Equality

Scheme Chapter 4)

20 From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2016-17 reporting period? *(tick one box only)*

- Yes No, already taken place
 No, scheduled to take place at a later date Not applicable

Please provide any details:

21 In analysing monitoring information gathered, was any action taken to change/review any policies? *(tick one box only)*

- Yes No Not applicable

Please provide any details and examples:

22 Please provide any details or examples of where the monitoring of policies, during the 2016-17 reporting period, has shown changes to differential/adverse impacts previously assessed:

None identified.

23 Please provide any details or examples of monitoring that has contributed to the availability of equality and good relations information/data for service delivery planning or policy development:

None identified.

Staff Training (Model Equality Scheme Chapter 5)

24 Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2016-17, and the extent to which they met the training objectives in the Equality Scheme.

A new DfE Induction programme was produced which included an overview of the work of the Diversity Group. Diversity training for all staff is scheduled for 2017 – The Department’s Human Resource Branch was involved in examining a replacement training programme with an e-learning module due to be made available late summer 2017 on

Unconscious Bias.

- 25 Please provide any examples of relevant training shown to have worked well, in that participants have achieved the necessary skills and knowledge to achieve the stated objectives:

Equality Unit staff have attended various training and awareness raising events provided by the Equality Commission.

Public Access to Information and Services (Model Equality Scheme Chapter 6)

- 26 Please list **any examples** of where monitoring during 2016-17, across all functions, has resulted in action and improvement in relation **to access to information and services**:

None identified

Complaints (Model Equality Scheme Chapter 8)

- 27 How many complaints **in relation to the Equality Scheme** have been received during 2016-17?

Insert number here:

0

Please provide any details of each complaint raised and outcome:

Section 3: Looking Forward

- 28 Please indicate when the Equality Scheme is due for review:

The current Equality Scheme, which has not yet been published, is due for review in 2021.

- 29 Are there areas of the Equality Scheme arrangements (screening/consultation/training) your organisation anticipates will be focused upon in the next reporting period? *(please provide details)*

None identified.

- 30 In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next (2016-17) reporting period? *(please tick any that apply)*

PART A

- Employment
- Goods, facilities and services
- Legislative changes
- Organisational changes/ new functions
- Nothing specific, more of the same
- Other (please state):

PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans

1. Number of action measures for this reporting period that have been:

12

Fully achieved

1

Partially achieved

1

Not achieved

2. Please outline below details 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 ⁱ	Outcomes / Impact ⁱⁱ
National ⁱⁱⁱ	<p>DfE, as part of the cross-departmental Public Appointment Forum (PAF), will work to address the recommendations made by the Commissioner for Public Appointments, Northern Ireland (CPANI), in his report on under-representation and lack of diversity in public appointments in Northern Ireland – published in January 2014.</p> <p>We continue to seek to identify additional measures which might</p>	<p>Public Appointments Forum meetings attended quarterly and Department has contributed to actions being co-ordinated centrally.</p> <p>Use of social media (Twitter and LinkedIn) to publicise competitions, the placing of articles in publications and on websites and the distribution of flyers at events targeting</p>	<p>The number of applications from women and people with a disability has increased because of our efforts on the publicity front and work on helping applicants to understand the criteria. CPANI are aware of financial factors which can act as a barrier for people with a disability.</p> <p>Total applications received/those who declared a</p>

PART B

	increase the appeal of DfE public appointments to a wider audience.	under-represented groups to reach new audiences. All venues are checked to ensure they are accessible for people with disabilities to attend and make their contribution and any other reasonable adjustments requested are accommodated.	disability/percentage: 2013/14 121/3 (2.5%) 2014/15 291/8 (2.7%) 2015/16 71/6 (8%) 2016/17 55/7 (13%)
Regional ^{iv}	All venues for external events checked to ensure they are accessible for people with disabilities to attend and make their contribution.		Evaluation of and feedback from events helps to inform future management. The views / contribution from people with disabilities will help inform future policy.
Local ^v	All venues for external events checked to ensure they are accessible for people with disabilities to attend and make their contribution. DfE will maintain and review the adjustments it has taken to comply	Ensure all identified reasonable adjustments, including employee and customer access, have been considered and subsequently implemented, as appropriate.	Evaluation of and feedback from events helps to inform future management. The views / contribution from people with disabilities will help inform future policy. In 2016/17 the Department continued to examine equipment solutions to

PART B

	with DDA requirements.		assist staff with any form of disability.
--	------------------------	--	---

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

	Training Action Measures	Outputs	Outcome / Impact
1	Departmental HR to provide induction training for all new entrants, which includes information on the disability duties.	Induction programme developed for the new DfE.	The Online Induction programme was made available via the departmental Intranet. Corporate Services has now taken responsibility for the review of material included in the Induction programme.
2	The NI Civil Service has an updated Diversity Training package which promotes an inclusive working environment and stresses the importance of valuing differences. The package also includes material on the duty to promote positive attitudes towards disabled people and on current disability equality legislation.	All new recruits to the NICS to attend classroom based Diversity training delivered by the Centre for Applied Learning. Module 1 of a series of modules to address diversity training was produced during 16/17 with departmental involvement - agreed for delivery in late summer 2017.	

PART B

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	In line with the Autism Strategy 2013-2020 and associated Action Plan 2013-2016 which were launched on 15 January 2014, DfE will raise awareness of autism amongst all DfE staff.	Autism Factsheet to be distributed to all DfE staff and their NDPBs.	The Autism Factsheet was distributed to all DfE staff as part of participation in World Autism Awareness Day 2017.
2	A DfE Diversity Group has been established. It will produce factsheets to promote understanding amongst staff of the needs of all Section 75 groups and to encourage best practice within DfE. Each factsheet will focus on a different subject, providing background information and advice for staff and line managers to encourage understanding and promote more positive attitudes as well as raising awareness of the types of reasonable adjustments available.	The Diversity and Staff Induction internal web pages have been updated.	

PART B

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

	Encourage others Action Measures	Outputs	Outcome / Impact
1	Attendance at OFMdfM/ECNI etc. events.	DfE Equality Unit staff seeks to provide colleagues in DfE and NDPBs with details of relevant OFMdfM/ECNI etc. events.	Representatives from DfE's Equality Unit attended various ECNI-led equality events during 2016-17.

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	Line Managers, with advice from Corporate Services as required, will take forward Personal Emergency Evacuation Plans (PEEPs).	Corporate Service staff will seek to raise Line Managers' Awareness of their responsibility to complete PEEPs as required.	Business areas are asked to advise DfE's Equality Unit how many PEEPs have been revised/ developed during the reporting period for inclusion in the Annual Report to ECNI. In addition, the Office Risk Assessment Exercise, which Corporate Services issues annually to all business areas, includes a section on PEEPs. This asks managers whether they have a member of staff with mobility/ other relevant issues and, if so, whether a PEEP has been agreed. As

PART B

			such it helps to provide an assurance that PEEPs are in place where required.
--	--	--	---

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

	Action Measures partly achieved	Milestonesvi / Outputs	Outcomes/Impacts	Reasons not fully achieved
1	The implementation of Access to Success an integrated regional strategy for widening participation in higher education in Northern Ireland by students from disadvantaged backgrounds including students with learning difficulties and disabilities.	Significant milestones in the implementation of the Access to Success strategy during 2016/17 include: the availability during 2016/17 of the “R.E.A.C.H” programme, which aims to expand the range of aspiration and educational attainment raising programmes at school, college, community and the workplace; the approval of	Funding is available for universities and colleges to develop specific initiatives to raise the aspirations and educational attainment of students with learning difficulties and disabilities. In line with the expectations in Access to Success all HE providers have in their 2017/18 WAPPs identified students with disabilities as a target group for interventions to raise	The Access to Success strategy articulates a longer term vision for widening participation in Northern Ireland by 2020, and maps the actions required to deliver it. Although the strategy envisages a 2020 timeframe for its full effects to be realised, Access to Success has been formally reviewed and updated to ensure that it can meet the identified needs at this time.

PART B

		<p>institutional Widening Access and Participation Plans (WAPP) in respect of academic year 2017/18, which include detailed programmes to accelerate progress towards the higher education institutions' individual WP targets;</p> <p>the monitoring of each institution's performance against commitments set out in their Access Agreements for 2014/15</p>	<p>aspirations and educational attainment in order to encourage and support them to apply to and benefit from the HE that is right for them.</p> <p>Monitoring of the widening participation commitments in in respect of academic year 2014/15 - including detail on expenditure on bursaries, outreach activity, and progress against WP targets and milestones was carried out as part of the 2017/18 WAPP process.</p>	
--	--	--	--	--

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

	Action Measures not met	Reasons
1	DfE will use an internal network of staff to facilitate consultation on the information contained in Factsheets	Consultations with staff have yet to take place.

PART B

	produced by the Diversity Group.	
--	----------------------------------	--

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

None

(b) Quantitative

The Department's Public Appointments Unit will continue to monitor the number of applications those with a declared disability and use the findings to inform future initiatives.

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			

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

No

ⁱ **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.

ⁱⁱ **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.

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

^{iv} **Regional**: Situations where people can influence policy decision making at a middle impact level

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

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