



Equality Scheme for the Fermanagh and Omagh Policing and Community Safety Partnership

*Drawn up in accordance with Section 75 and Schedule 9 of the
Northern Ireland Act 1998*

**This document is available in a range of formats on request. Please
contact us with your requirements**

Fermanagh and Omagh Policing and
Community Safety Partnership,
The Townhall, 2 Townhall Street
Enniskillen, BT74 7BA

Approved by the Equality Commission for Northern Ireland on 24 January
2018.

Foreword

Section 75 of the Northern Ireland Act 1998 (the Act) requires public authorities, in carrying out their functions relating to Northern Ireland, to have due regard to the need to promote equality of opportunity and regard to the desirability of promoting good relations across a range of categories outlined in the Act¹.

In our equality scheme we set out how Fermanagh and Omagh Policing and Community Safety Partnership (PCSP) proposes to fulfil the Section 75 statutory duties.

We will commit the necessary resources in terms of people, time and money to make sure that the Section 75 statutory duties are complied with and that the equality scheme is implemented effectively, and on time.

We commit to having effective internal arrangements in place for ensuring our effective compliance with the Section 75 statutory duties and for monitoring and reviewing our progress.

We will develop and deliver a programme of communication and training with the aim of ensuring that all our staff and board members are made fully aware of our equality scheme and understand the commitments and obligations within it. We will develop a programme of awareness raising for our consultees on the Section 75 statutory duties and our commitments in our equality scheme.

We, the Chairperson of Fermanagh and Omagh Policing and Community Safety Partnership, and the Chief Executive of Fermanagh and Omagh District Council, are fully committed to effectively fulfilling our Section 75 statutory duties across all our functions (including service provision, employment and procurement) through the effective implementation of our equality scheme.

We realise the important role that the community and voluntary sector and the general public have to play to ensure the Section 75 statutory duties are effectively implemented. Our equality scheme demonstrates how determined we are to ensure there are opportunities, for people affected by our work, to positively influence how we carry out our functions in line with our Section 75 statutory duties. It also offers the means whereby persons directly affected by what they consider to be a failure, on our part, to comply with our equality scheme, can make complaints.

On behalf of Fermanagh and Omagh Policing and Community Safety Partnership and our staff, we are pleased to support and endorse this equality

¹ See section 1.1 of our Equality Scheme.

scheme which has been drawn up in accordance with Section 75 and Schedule 9 of the Northern Ireland Act 1998 and Equality Commission guidelines.

Signed:



Date: 5 September 2017

Chairperson Fermanagh & Omagh PCSP

Signed:



Date: 12/9/17

Chief Executive Fermanagh & Omagh
District Council

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Chapter 1 Introduction

Section 75 of the Northern Ireland Act 1998

1.1 Section 75 of the Northern Ireland Act 1998 (the Act) requires Fermanagh and Omagh Policing and Community Safety Partnership to comply with two statutory duties:

Section 75 (1)

In carrying out our functions relating to Northern Ireland we are required to have due regard to the need to promote equality of opportunity between

- persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation
- men and women generally
- persons with a disability and persons without
- persons with dependants and persons without.

Section 75 (2)

In addition, without prejudice to the obligations above, in carrying out our functions in relation to Northern Ireland, we are required to have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

“Functions” include the “powers and duties” of a public authority². This includes our employment and procurement functions.

Please see below under “Who we are and what we do” for a detailed explanation of our functions.

How we propose to fulfil the Section 75 duties in relation to the relevant functions of Fermanagh and Omagh Policing and Community Safety Partnership

1.2 Schedule 9 4. (1) of the Act requires Fermanagh and Omagh Policing and Community Safety Partnership as a designated public authority to set out in an equality scheme how it proposes to fulfil the duties imposed by Section 75 in relation to its relevant functions. This equality scheme is intended to fulfil that statutory requirement. It is both a statement of our arrangements for fulfilling the Section 75 statutory duties and our plan for their implementation.

1.3 We, Fermanagh and Omagh Policing and Community Safety Partnership is committed to the discharge of our Section 75 obligations in all parts of our organisation and we will commit the necessary available resources in terms of people, time and money to ensure that the Section 75 statutory duties are complied with and that our equality scheme can be implemented effectively.

Who we are and what we do?

² Section 98 (1) of the Northern Ireland Act 1998.

On 1 April 2012 – Policing and Community Safety Partnerships (PCSPs) were established through the legislation of the Justice Act (NI) 2011.

On 25 June 2015 – Fermanagh and Omagh PCSP was legally constituted following the appointment of independent members through a public appointments process carried out by the Northern Ireland Policing Board.

The work of Policing and Community Safety Partnerships is overseen by a Joint Committee. This is a group made up of representatives from Department of Justice (DOJ) and the Northern Ireland Policing Board (NIPB).

The functions of PCSPs as laid out in Justice Act (Northern Ireland) 2011 Part 3 and Schedule 1 outlines the functions of a PCSP as follows.

21 – (1) The functions of a PCSP:

(a) to provide views to the relevant Area Commander and to the Policing Board on any matter concerning the policing of the district

(b) to monitor the performance of the police in carrying out
(i) the policing plan in relation to the district; and
(ii) the local policing plan applying to the district or any part of the district

(c) to make arrangements for obtaining the co-operation of the public with the police in preventing crime and enhancing community safety in the district

(d) to make arrangements for obtaining the views of the public about matters concerning the policing of the district and enhancing community safety in the district and to consider fully any views obtained

(e) to act as a general forum for discussion and consultation on matters affecting the policing of the district and enhancing community safety in the district

(f) to prepare plans for reducing crime and enhancing community safety in the district

(g) to identify targets or other indicators by reference to which it can assess the extent to which those issues are addressed by action taken in accordance with any such plans

(h) to provide any such financial or other support as it considers appropriate to persons involved in ventures designed to reduce crime or enhance community safety in the district, and

(i) such other functions as are conferred on it by any other statutory provision.

(2) The functions of a PCSP mentioned in subsection (1) (a) (b) and (c)

(a) are referred to in this part as its “restricted functions” and

(b) must be exercised, on behalf of the PCSP, by the Policing Committee of the PCSP

(3) references in this section to enhancing community safety in any district are to make the district one in which it is, and is perceived to be, safer to live and work, in particular by the reduction of actual and perceived levels of crime and other anti-social behaviour.

Employment and procurement functions

Staff of Fermanagh and Omagh Policing and Community Safety Partnership are employed by and are responsible to Fermanagh and Omagh District Council, and benefit from and are subject to all employment policies of the Council.

Any goods and services required by Fermanagh and Omagh Policing and Community Safety Partnership are subject to a procurement process and all procurement policies of Fermanagh and Omagh District Council.

Chapter 2 Our arrangements for assessing our compliance with the section 75 duties (Schedule 9 4. (2) (a))

2.1 Some of our arrangements for assessing our compliance with the Section 75 statutory duties are outlined in other relevant parts of this equality scheme. Consultation is in chapter 3, monitoring arrangements, assessment of impact of policies and publication arrangements in Chapter 4, staff training in chapter 5, access to information in Chapter 6, the PCSP complaints procedure in Chapter 8, and publication and annual review of PCSP Equality Scheme in Chapters 9 and 10.

In addition, we have the following arrangements in place for assessing our compliance:

Responsibilities and reporting

2.2 Fermanagh and Omagh Policing and Community Safety Partnership is committed to the fulfilment of our Section 75 obligations in all parts of our work.

2.3 Responsibility for the effective implementation of our equality scheme lies with the Chief Executive of Fermanagh and Omagh District Council. The PCSP Manager is accountable to Fermanagh and Omagh District Council for the development, implementation, maintenance and review of the equality scheme in accordance with Section 75 and Schedule 9 of the Northern Ireland Act 1998, including any good practice or guidance that has been or may be issued by the Equality Commission.

2.4 If you have any questions or comments regarding our equality scheme, please contact, in the first instance, the PCSP Manager at the address given below and we will respond to you as soon as possible:

PCSP Manager
Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
BT74 7BA

Tel: 0300 303 1777
Textphone: 028 8225 6216
Email: pcsp@fermanaghomagh.com

2.5 Objectives and targets relating to the statutory duties will be integrated into our strategic and operational business plans³.

³ See Appendix 4 ‘Timetable for measures proposed’ and section 2.10 of this equality scheme.

2.6 Employees' job descriptions and performance plans reflect their contributions to the discharge of the Section 75 statutory duties and implementation of the equality scheme, where relevant. The personal performance plans are subject to appraisal in the annual performance review.

2.7 Fermanagh and Omagh Policing and Community Safety Partnership will prepare an annual report on the progress we have made on implementing the arrangements set out in this equality scheme to discharge our Section 75 statutory duties (Section 75 annual progress report).

The Section 75 annual progress report will be sent to the Equality Commission by 31 August each year and will follow any guidance on annual reporting issued by the Equality Commission.

Progress on the delivery of Section 75 statutory duties will also be included in our (organisational) annual report.

2.8 The latest PCSP Section 75 annual progress report will be available on our website when it has been compiled.

www.fermanaghomagh.com

or by contacting:

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2.9 Fermanagh and Omagh Policing and Community Safety Partnership will liaise closely with the Equality Commission to ensure that progress on the implementation of our equality scheme is maintained.

Action plan/action measures

2.10 Fermanagh and Omagh Policing and Community Safety Partnership has developed an Action Plan to promote equality of opportunity and good relations. This Action Plan is set out in Appendix 6 to this equality scheme, however it does not form part of the Equality Scheme.

2.11 The action measures that make up our Action Plan will be relevant to our functions. They will be developed and prioritised on the basis of an audit of inequalities. The audit of inequalities has gathered and analysed information across the Section 75 categories to identify the inequalities that exist for our service users and those affected by our policies.

2.12 Action measures will be specific, measurable, linked to achievable outcomes, realistic and time bound. Action measures will include performance indicators and timescales for their achievement.

2.13 We will develop any action plans for a period of between one and five years in order to align them with our corporate and business planning cycles. Implementation of the action measures will be incorporated into our business planning process.

2.14 We will seek input from our stakeholders and consult on our action plan before we send it to the Equality Commission and thereafter when reviewing the plan as per 2.16 below.

2.15 We will monitor our progress on the delivery of our action measures annually and update the action plan as necessary to ensure that it remains effective and relevant to our functions and work.

2.16 Fermanagh and Omagh Policing and Community Safety Partnership will inform the Commission of any changes or amendments to our action plan and will also include this information in our Section 75 annual progress report to the Commission. Our Section 75 annual progress report will incorporate information on progress we have made in implementing our action plans/action measures.

2.17 Once finalised, our action plan will be available for download from our website: www.fermanaghomagh.com

Or by contacting

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Email: pcsp@fermanaghomagh.com

The Action Plan will be available in alternative formats upon request.

If you require it in an alternative format, please contact us using the details provided above.

Chapter 3 Our arrangements for consulting

(Schedule 9 4. (2) (a)) - on matters to which a duty (S75 (1) or (2)) is likely to be relevant (including details of the persons to be consulted).

(Schedule 9 4. (2) (b)) on the likely impact of policies adopted or proposed to be adopted by us on the promotion of equality of opportunity.

In addition to Equality Commission guidance referenced in this section you may find it useful to refer to:

ODI guidance on accessible consultation events for people with disability

<http://www.officefordisability.gov.uk/iod/channels/events.php>

Department for Business, Enterprise and regulatory Reform Code of Conduct on Consultation (2008) <http://www.berr.gov.uk/files/file47158.pdf>

3.1 We recognise the importance of consultation in all aspects of the implementation of our statutory equality duties. We will consult on our equality scheme, action measures, equality impact assessments and other matters relevant to the Section 75 statutory duties.

3.2 We are committed to carrying out consultation in accordance with the following principles (as contained in the Equality Commission's guidance '*Section 75 of the Northern Ireland Act 1998 – A Guide for Public Authorities (April 2010)*):

3.2.1 All consultations will seek the views of those directly affected by the matter/policy, the Equality Commission, representative groups of Section 75 categories, other public authorities, voluntary and community groups, our staff and their trades unions and such other groups who have a legitimate interest in the matter, whether or not they have a direct economic or personal interest.

Initially all consultees (see Appendix 3), as a matter of course, will be notified (by email or post) of the matter/policy being consulted upon to ensure they are aware of all consultations. Thereafter, to ensure the most effective use of our and our consultees resources, we will take a targeted approach to consultation for those consultees that may have a particular interest in the matter/policy being consulted upon and to whom the matter/policy is of particular relevance. This may include for example regional or local consultations, sectoral or thematic consultation etc.

3.2.2 Consultation with all stakeholders will begin as early as possible. We will engage with affected individuals and representative groups to identify how

best to consult or engage with them. We will ask our consultees what their preferred consultation methods are and will give consideration to these. Methods of consultation could include:

- Face-to-face meetings
- Focus groups
- Written documents with the opportunity to comment in writing
- Questionnaires
- Information/notification by email with an opportunity to opt in/opt out of the consultation
- Internet discussions or
- Telephone consultations.

This list is not exhaustive and we may develop other additional methods of consultation more appropriate to key stakeholders and the matter being consulted upon.

3.2.3 We will consider the accessibility and format of every method of consultation we use in order to remove barriers to the consultation process. Specific consideration will be given as to how best to communicate with children and young people, people with disabilities (in particular people with learning disabilities) and minority ethnic communities. We will take account of existing and developing good practice in encouraging responses from all sections of the community, including those sections that are traditionally hard to reach including children and young people, people with disabilities and people from minority ethnic communities.

Information will be made available, on request, in alternative formats⁴, in a timely manner, usually within twenty working days. We will try to assist such consultees to respond within the allocated timeframe where possible.

3.2.4 Specific training will be provided to those facilitating consultations to ensure that they have the necessary skills to communicate effectively with consultees.

3.2.5 To ensure effective consultation with consultees⁵ on Section 75 matters, we will develop a programme of awareness raising on the Section 75 statutory duties and the commitments in our equality scheme by undertaking the following:

- Issue of a press release, which will also be placed as a news item on the Fermanagh and Omagh District Council web-site, when the Equality Scheme is approved by the Equality Commission for Northern Ireland.

⁴ See Chapter 6 of our equality scheme for further information on alternative formats of information we provide.

⁵ Please see Appendix 3 for a list of our consultees.

- Inform all consultees of how to access a copy of our approved equality scheme and action plan following the equality scheme's approval by the Equality Commission for Northern Ireland.

3.2.6 The consultation period lasts for a minimum of twelve weeks to allow adequate time for groups to consult amongst themselves as part of the process of forming a view. However, in exceptional circumstances when this timescale is not feasible (for example implementing EU Directives or UK wide legislation, meeting Health and Safety requirements, addressing urgent public health matters or complying with Court judgements), we may shorten timescales to eight weeks or less before the policy is implemented. We may continue consultation thereafter and will review the policy as part of our monitoring commitments⁶.

Where, under these exceptional circumstances, we must implement a policy immediately, as it is beyond our authority's control, we may consult after implementation of the policy, in order to ensure that any impacts of the policy are considered.

3.2.7 If a consultation exercise is to take place over a period when consultees are less able to respond, for example, over the summer or Christmas break, or if the policy under consideration is particularly complex, we will give consideration to the feasibility of allowing a longer period for the consultation.

3.2.8 We are conscious of the fact that affected individuals and representative groups may have different needs. We will take appropriate measures to ensure full participation in any meetings that are held. We will consider for example the time of day, the appropriateness of the venue, in particular whether it can be accessed by those with disabilities, how the meeting is to be conducted, the use of appropriate language, whether a signer and/or interpreter is necessary, and whether the provision of childcare and support for other carers is required.

3.2.9 We will make all relevant information available to consultees in appropriate formats to ensure meaningful consultation. This will include detailed information on the policy proposal being consulted upon and any relevant quantitative and qualitative data.

3.2.10 In making any decision with respect to a policy adopted or proposed to be adopted, we will take into account any assessment and consultation carried out in relation to the policy.

3.2.11 We will provide feedback to consultees in a timely manner. A feedback report will be prepared which includes summary information on the policy consulted upon, a summary of consultees' comments and a summary of our

⁶ Please see below at 4.29 to 4.33 for details on monitoring.

consideration of and response to consultees' input. The feedback will be provided in formats suitable to consultees. (Please see also 6.3)

3.3 A list of our consultees is included in this equality scheme at Appendix 3. It can also be obtained by contacting

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Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
BT74 7BA

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The 'Public' Consultee List is also available for download as part of the PCSP's Equality Scheme (Appendix 3). This can be viewed, or downloaded, via Fermanagh and Omagh PCSP's webpage at: www.fermanaghomagh.com/

3.4 Our consultation list is not exhaustive and will be reviewed on an annual basis to ensure it remains relevant to our functions and policies.

We welcome enquiries from any person/s or organisations wishing to be added to the list of consultees. Please contact the PCSP Manager to provide your contact details and have your areas of interest noted or have your name/details removed or amended. Please also inform us at this stage if you would like information sent to you in a particular format or language.

Chapter 4 Our arrangements for assessing, monitoring and publishing the impact of policies
(Schedule 9 4. (2) (b); Schedule 9 4. (2) (c); Schedule 9 4. (2) (d);
Schedule 9 9. (1); Schedule 9 9. (2))

Our arrangements for assessing the likely impact of policies adopted or proposed to be adopted on the promotion of equality of opportunity (Schedule 9 4. (2) (b))

4.1 In the context of Section 75, 'policy' is very broadly defined and it covers all the ways in which we carry out or propose to carry out our functions in relation to Northern Ireland. In respect of this equality scheme, the term policy is used for any (proposed/amended/existing) strategy, policy initiative or practice and/or decision, whether written or unwritten and irrespective of the label given to it, e.g. 'draft', 'pilot', 'high level' or 'sectoral'.

4.2 In making any decision with respect to a policy adopted or proposed to be adopted, we take into account any assessment and consultation carried out in relation to the policy, as required by Schedule 9.9. (2) of the Northern Ireland Act 1998.

4.3 Fermanagh and Omagh Policing and Community Safety Partnership will use the tools of **screening** and **equality impact assessment** to assess the likely impact of a policy on the promotion of equality of opportunity and good relations. In carrying out these assessments we will relate them to the intended outcomes of the policy in question and will also follow Equality Commission guidance:

- the guidance on screening, as detailed in the Commission's guidance 'Section 75 of the Northern Ireland Act 1998 – A Guide for Public Authorities (April 2010)⁷ and
- on undertaking an equality impact assessment as detailed in the Commission's guidance 'Practical guidance on equality impact assessment (February 2005)'.

Screening

4.4 The purpose of screening is to identify those policies that are likely to have an impact on equality of opportunity and without prejudice to the equality of opportunity duty, to better promote good relations.

4.5 Screening will be completed at the earliest opportunity in the policy development/review process. Policies which we propose to adopt will be subject to screening prior to implementation. For more detailed strategies or

⁷ The screening matrix is attached as Appendix 7 to the Scheme

policies that are to be put in place through a series of stages, we will screen at various stages during implementation.

4.6 The lead role in the screening of a policy will be taken by the policy decision maker who has the authority to make changes to that policy. However, screening will also involve other relevant team members, for example, equality specialists, those who implement the policy and staff members from other relevant work areas. Where possible, we will include key stakeholders in the screening process.

4.7 The PCSP will undertake the screening process in a holistic way, in order to ensure that considerations of respective duties in relation to equality of opportunity and good relations support the effective implementation and intended outcomes of the policy. The PCSP will consider mitigating actions where there are tensions between the two duties, but will always be mindful of Section 75 of the Northern Ireland Act 1998 which sets out the duty to have due regard to the need to promote equality of opportunity and, in relation to good relations, refers to the desirability of promoting good relations. All reports to Council, or to a Committee of the Council, will be required to outline consideration of the proposed policy on both equality and good relations.

4.8 The following questions will be applied to all our policies as part of the screening process:

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the section 75 categories? Minor/Major/None
2. Are there opportunities to better promote equality of opportunity for people within any of the section 75 categories? Yes/No
3. Are there any opportunities, without prejudice to the equality of opportunity duty, to better promote good relations between people of different religious belief, political opinion or racial group? Yes/No
4. Is there an opportunity to better promote positive attitudes towards people with disabilities by altering the policy or working with others in government or the wider community? Yes/No
5. Is there an opportunity to encourage people with disabilities to participate in public life by altering the policy or working with others in government or the wider community? Yes/No

4.10 In order to answer the screening questions, we will gather all relevant information and data, both qualitative and quantitative. In taking this evidence into account we will consider the different needs, experiences and priorities for each of the Section 75 equality categories. Any screening decision will be informed by this evidence.

4.11 Where the answer to the question set out at 4.8 above is yes, and where there are opportunities to better promote good relations (without prejudice to the equality of opportunity duty, and in accordance with the definition below), then the decision maker will recommend to PCSP Members that the policy is subject to consultation where the decision is likely to have a major impact on the promotion of good relations. Records of any such decisions will be recorded in PCSP minutes. (for details see Chapter 3 Our Arrangements for Consulting).

Good relations can be said to exist where there is:

- A high level of dignity, respect and mutual understanding
- An absence of prejudice, hatred, hostility or harassment
- A fair level of participation in society.

Good relations means, in particular, having regard to the desirability of a) tackling prejudice and b) promoting understanding”.

Completion of screening, taking into account our consideration of the answers to all screening questions set out in 4.8 above, will lead to one of the following three outcomes:

1. the policy has been ‘screened in’ for equality impact assessment
2. the policy has been ‘screened out’ with mitigation⁸ or an alternative policy proposed to be adopted
3. the policy has been ‘screened out’ without mitigation or an alternative policy proposed to be adopted.

4.12 If our screening concludes that the likely impact of a policy is ‘minor’ in respect of one, or more, of the equality of opportunity categories, we may on occasion decide to proceed with an equality impact assessment, depending on the policy. If an EQIA is not to be conducted, we will nonetheless consider measures that may mitigate the policy impact as well as alternative policies that might better achieve the promotion of equality of opportunity.

Where we mitigate we will outline in our screening matrix the reasons to support this decision together with the proposed changes, amendments or alternative policy.

This screening decision will be ‘signed off’ by the appropriate policy lead within Fermanagh and Omagh PCSP.

4.13 If our screening concludes that the likely impact of a policy is ‘major’ in respect of one, or more, of the equality of opportunity grounds, we will

⁸ Mitigation – Where an assessment (screening in this case) reveals that a particular policy has an adverse impact on equality of opportunity and / or good relations, a public authority must consider ways of delivering the policy outcomes which have a less adverse effect on the relevant Section 75 categories.

normally subject the policy to an equality impact assessment. In determining the priority to be given in undertaking the EQIA, the policy will be ranked in relation to its impact on social need, the effect on people's daily lives, the effect on economic, social and human rights, the significance in terms of expenditure, and the significance in terms of strategic importance. This screening decision will be 'signed off' by the appropriate policy lead with Fermanagh and Omagh PCSP.

4.14 If our screening concludes that the likely impact of a policy is 'none', in respect of the equality of opportunity, we may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity, we will give details of the reasons for the decision taken. This screening decision will be 'signed off' by the appropriate policy lead within Fermanagh and Omagh PCSP.

4.15 As soon as possible following the completion of the screening process, the screening matrix, signed off and approved by the PCSP Manager responsible for the policy, will be made available on our website

www.fermanaghomagh.com

and on request:

PCSP Manager
Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
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Tel: 0300 303 1777

Textphone: 028 8225 6216

Email: pcsp@fermanaghomagh.com

4.16 If a consultee, including the Equality Commission, raises a concern about a screening decision based on supporting evidence, we will review the screening decision.

4.17 The outcome of our screening matrices are published on our website as soon as possible after completion.

The Good Relations Duty and Policy Formulation

4.18 Decision makers will be made aware of the duty to have regard to the desirability of promoting good relations through the provisions in this scheme. The Action Plan referred to in this scheme will also ensure compliance with the

good relations duty as a continuing duty. In addition to these and other provisions in this scheme Fermanagh and Omagh PCSP commits to the following:

- At the time of taking a decision or formulating a policy, decision makers will take into account the desirability of promoting good relations and taking into consideration its statutory aims.
- Records will be kept of this and included in any officer report on the matter.
- In undertaking this process decision makers will be mindful that the duty to promote good relations must be fulfilled without prejudice to the equality of opportunity.
- Policies likely to be relevant to the Good Relations duty will be subject to consultation at appropriate stage(s).

Equality Impact Assessment

4.19 An equality impact assessment (EQIA) is a thorough and systematic analysis of a policy, whether that policy is formal or informal, and irrespective of the scope of that policy. The primary function of an EQIA is to determine the extent of any impact of a policy upon the Section 75 categories and to determine if the impact is an adverse one. It is also an opportunity to demonstrate the likely positive outcomes of a policy and to seek ways to more effectively promote equality of opportunity and good relations.

4.20 Once a policy is screened and screening has identified that an equality impact assessment is necessary, we will carry out the EQIA in accordance with Equality Commission guidance. The equality impact assessment will be carried out as part of the policy development process, before the policy is implemented.

4.21 Any equality impact assessment will be subject to consultation at the appropriate stage(s). (For details see above Chapter 3 “Our Arrangements for Consulting”).

Our arrangements for publishing the results of the assessments of the likely impact of policies we have adopted or propose to adopt on the promotion of equality of opportunity (Schedule 9 4. (2) (d); Schedule 9 9. (1))

4.22 We will make publicly available the results of our assessments (screening and EQIA) of the likely impact of our policies on the promotion of equality of opportunity and good relations.

What we publish

4.23 Screening reports

These will be published on a 6 monthly basis. Screening reports will detail:

- All policies screened by Fermanagh and Omagh Policing and Community Safety Partnership over the 6 month period.
- A statement of the aim(s) of the policy/policies to which the assessment relates
- Consideration given to measures which might mitigate any adverse impact
- Consideration given to alternative policies which might better achieve the promotion of equality of opportunity
- Screening decisions, i.e.
 - whether the policy has been 'screened in' for equality impact assessment
 - whether the policy has been 'screened out' with mitigation or an alternative policy proposed to be adopted
 - whether the policy has been 'screened out' without mitigation or an alternative policy proposed to be adopted
- Where applicable, a timetable for conducting equality impact assessments
- A link to the completed screening matrix/matrices on our website

Screening Matrices

For details on the availability of our screening matrices please refer to 4.15.

4.24 Equality impact assessments

EQIA reports will be published once the impact assessment has been completed. These reports include:

- A statement of the aim of the policy assessed
- Information and data collected
- Details of the assessment of impact(s)
- Consideration given to measures which might mitigate any adverse impact
- Consideration given to alternative policies
- Consultation responses
- The decision taken
- Future monitoring plans.

How we publish the information

4.25 All information we publish is accessible and can be made available in alternative formats on request. Please see 6.3

Where we publish the information

4.26 The results of our assessments (screening reports and completed matrices, the results of equality impact assessments) will be available on our website

www.fermanaghomagh.com

or by contacting:

PCSP Manager
Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
BT74 7BA

Tel: 0300 303 1777

Textphone: 028 8225 6216

Email: pcsp@fermanaghomagh.com

4.27 In addition to the above, screening reports (electronic link or hard copy on request if more suitable for recipients) which include all policies screened over a 6 month period will also be sent directly to all consultees on a six month basis.

4.28 We will inform the general public about the availability of this material through communications such as press releases where appropriate.

Our arrangements for monitoring any adverse impact of policies we have adopted on equality of opportunity

(Schedule 9 4. (2) (c))

4.29 Monitoring can assist us to deliver better public services and continuous improvements. Monitoring Section 75 information involves the processing of sensitive personal data (data relating to the racial or ethnic origin of individuals, sexual orientation, political opinion, religious belief, etc.). In order to carry out monitoring in a confidential and effective manner, Fermanagh and Omagh Policing and Community Safety Partnership follows guidance from the Office of the Information Commissioner and the Equality Commission.

4.30 We will monitor any adverse impact on the promotion of equality of opportunity of policies we have adopted. We are also committed to monitoring more broadly to identify opportunities to better promote equality of opportunity and good relations in line with Equality Commission guidance.

4.31 The systems we will establish to monitor the impact of policies and identify opportunities to better promote equality of opportunity and good relations are:

- The collection, collation and analysis of existing relevant primary quantitative and qualitative data across all nine Section 75 categories on an ongoing basis

- The collection, collation and analysis of existing relevant secondary sources of quantitative and qualitative data across all nine Section 75 categories on an ongoing basis
- An audit of existing information systems within one year of approval of this equality scheme, to identify the extent of current monitoring and take action to address any gaps in order to have the necessary information on which to base decisions
- Undertaking or commissioning new data if necessary.

4.32 If over a two-year period monitoring and evaluation show that a policy results in greater adverse impact than predicted, or if opportunities arise which would allow for greater equality of opportunity to be promoted, we will ensure that the policy is revised to achieve better outcomes for relevant equality groups.

4.33 We will review our EQIA monitoring information on an annual basis. Other monitoring information is reviewed annually. Other additional arrangements for monitoring include:

- All completed job applications for positions with Fermanagh and Omagh Policing and Community Safety Partnership include a monitoring form. This data is collated and compiled by the Council's Human Resources Section.
- The Council Human Resources Section operates a PAMS System that stores, updates and analyses data on employees. This system provides valuable data on the profile of employees and applicants.

Our arrangements for publishing the results of our monitoring (Schedule 9 4. (2) (d))

4.34 Schedule 9 4. (2) (d) requires us to publish the results of the monitoring of adverse impacts of policies we have adopted. However, we are committed to monitoring more broadly and the results of our policy monitoring will be published as follows:

4.35 EQIA monitoring information will be published as part of our Section 75 annual progress report [see 2.7]

4.34 All information will be published and is accessible and can be made available in alternative formats on request. Please see below at 6.3 for details.

Chapter 5 Staff training (Schedule 9 4. (2) (e))

Commitment to staff training

5.1 We recognise that awareness raising and training play a crucial role in the effective implementation of our Section 75 duties.

5.2 The Chief Executive wishes to positively communicate the commitment of Fermanagh and Omagh Policing and Community Safety Partnership to the Section 75 statutory duties, both internally and externally.

To this end we will introduce an effective communication and training programme for all staff and will ensure that our commitment to the Section 75 statutory duties is made clear in all relevant publications.

Training objectives

5.3 Fermanagh and Omagh Policing and Community Safety Partnership will ensure that a detailed training plan is provided for its staff and members which will aim to achieve the following objectives:

- to raise awareness of the provisions of Section 75 of the Northern Ireland Act 1998, our equality scheme commitments and the particular issues likely to affect people across the range of Section 75 categories, to ensure that our staff fully understand their role in implementing the scheme
- to provide those staff involved in drafting PCSP policies with the necessary skills and knowledge to ensure a consistent approach to policy formulation
- to provide those staff who deal with complaints in relation to compliance with our equality scheme with the necessary skills and knowledge to investigate and monitor complaints effectively
- to provide those staff involved in consultation processes with the necessary skills and knowledge to do this work effectively
- To provide those staff involved in assessment of policies (screening and EQIA) with the necessary skills and knowledge to do this work effectively.
- to provide those staff involved in the implementation and monitoring of the effective implementation of the Fermanagh and Omagh Policing and Community Safety Partnership equality scheme with the necessary skills and knowledge to do this work effectively.

Awareness raising and training arrangements

5.4 The following arrangements are in place to ensure all our staff and PCSP Members will be aware of and understand our equality obligations.

We will develop a summary of this equality scheme and make it available to all staff.

- We will provide access to copies of the full equality scheme for all staff; ensure that any queries or questions of clarification from staff are addressed effectively.
- Staff in Fermanagh and Omagh Policing and Community Safety Partnership will receive a briefing on this equality scheme within three months or as soon as possible after approval of the scheme.
- The Section 75 statutory duties will form part of induction training for new staff and PCSP Members.
- Focused training will be provided for key staff within Fermanagh and Omagh Policing and Community Safety Partnership who are directly engaged in taking forward the implementation of our equality scheme commitments (for example those involved in research and data collection, policy development, service design, conducting equality impact assessments, consultation, monitoring and evaluation).
- Where appropriate, training will be provided to ensure staff are aware of the issues experienced by the range of Section 75 groups.
- When appropriate and on an ongoing basis, arrangements will be made to ensure staff are kept up to date with Section 75 developments.
- Disability and Deaf Awareness Training, Introduction to Sign Language and other specific training courses will be offered and provided by other providers including registered charities.
- Training in Section 75 statutory duties and related issues may be developed and provided by the following; NI Policing Board, Department of Justice and/or the Council's Equality Officer (arranged through the Human Resources Section). Fermanagh and Omagh PCSP staff can avail of this training.

5.5 Training and awareness raising programmes will, where relevant, be developed in association with the appropriate Section 75 groups and our staff.

In order to share resources and expertise, Fermanagh and Omagh Policing and Community Safety Partnership will, where possible, work closely with other bodies and agencies in the development and delivery of training.

Monitoring and evaluation

5.6 Our training programme will be subject to the following monitoring and evaluation arrangements:

- We will evaluate the extent to which all participants in this training programme have acquired the necessary skills and knowledge to achieve each of the above objectives.

- The extent to which training objectives have been met will be reported as part of the Fermanagh and Omagh Policing and Community Safety Partnership's Section 75 Annual Report to the Equality Commission.
- Attendance at all training courses will be recorded to enable monitoring of attendees. This will ensure staff and PCSP Members are credited with attending and therefore receive training appropriate to their needs and those of the PCSP.

Chapter 6 Our arrangements for ensuring and assessing public access to information and services we provide (Schedule 9 4. (2) (f))

Please note:

Further information on producing alternative formats can be found at <http://www.officefordisability.gov.uk/iod/formats/index.php> though please note that audio tape is now not widely used in Northern Ireland and other formats such as CD, MP3 and DAISY are more appropriate.

6.1 Fermanagh and Omagh Policing and Community Safety Partnership is committed to ensuring that the information we disseminate and the services we provide are fully accessible to all parts of the community in Northern Ireland. We will keep our arrangements under review to ensure that this remains the case.

6.2 We are aware that some groups will not have the same access to information as others.

In particular:

- People with sensory, learning, communication and mobility disabilities may require printed information in other formats.
- Members of ethnic minority groups, whose first language is not English, may have difficulties with information provided only in English.
- Children and young people may not be able to fully access or understand information.

Access to information

6.3 To ensure equality of opportunity in accessing information, we will provide information in alternative formats on request, where reasonably practicable. Where the exact request cannot be met we will ensure a reasonable alternative is provided.

Alternative formats may include Easy Read, Braille, audio formats (CD, mp3 or DAISY), large print or minority languages to meet the needs of those for whom English is not their first language.

Fermanagh and Omagh Policing and Community Safety Partnership will liaise with representatives of young people and disability and minority ethnic organisations and will take account of existing and developing good practice. We will acknowledge requests for information in alternative formats in a timely manner, usually within 7 days.

We will respond to requests for information in alternative formats in a timely manner, usually with twenty days (however, this may be dependent upon the agency providing the alternative format.)

6.4 In disseminating information through the media we will seek to advertise in the press where appropriate.

6.5 Fermanagh and Omagh Policing and Community Safety Partnership will use a range of communication channels to enable wide access to information such as e-bulletins, websites, social media, leaflets, advertisements etc.

Access to services

6.6 Fermanagh and Omagh Policing and Community Safety Partnership is committed to ensuring that all of our services are fully accessible to everyone in the community across the Section 75 categories.

Fermanagh and Omagh Policing and Community Safety Partnership also adheres to the relevant provisions of current anti-discrimination legislation.

6.7 Fermanagh and Omagh Policing and Community Safety Partnership will ensure that the public are able to easily access information and services by adopting a flexible and inclusive approach that ensures equality of opportunity and promotes good relations.

Assessing public access to information and services

6.8 We will monitor annually across all our functions, in relation to access to information and services, to ensure equality of opportunity and good relations are promoted.

6.9 This will be carried out when we are reviewing our functions and services as part of our Annual Progress Report to the Equality Commission.

Fermanagh and Omagh Policing and Community Safety Partnership will also be regularly assessed by the Department of Justice and the Northern Ireland Policing Board regarding how effectively we are delivering our functions and services with due regard to equality of opportunity.

Chapter 7 Timetable for measures we propose in this equality scheme (Schedule 9 4. (3) (b))

7.1 Appendix 4 outlines our timetable for all measures proposed within this equality scheme. The measures outlined in this timetable will be incorporated into our business planning processes.

7.2 This timetable is different from and in addition to our commitment to developing action plans/action measures to specifically address inequalities and further promote equality of opportunity and good relations. We have included in our equality scheme a commitment to develop an action plan. Accordingly, this commitment it is listed in the timetable of measures at Appendix 4. For information on these action measures please see above at 2.10 – 2.17.

Chapter 8 Our complaints procedure (Schedule 9 10.)

8.1 Fermanagh and Omagh Policing and Community Safety Partnership is responsive to the views of members of the public. We will endeavour to resolve all complaints made to us.

8.2 Schedule 9 paragraph 10 of the Act refers to complaints. A person can make a complaint to a public authority if the complainant believes he or she may have been directly affected by an alleged failure of the authority to comply with its approved equality scheme.

If the complaint has not been resolved within a reasonable timescale, the complaint can be brought to the Equality Commission.

8.3 A person wishing to make a complaint that Fermanagh and Omagh Policing and Community Safety Partnership has failed to comply with its approved equality scheme should contact:

PCSP Manager
Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
BT74 7BA

Tel: 0300 303 1777

Textphone: 028 8225 6216

Email: pcsp@fermanaghomagh.com

8.4 We will, in the first instance, acknowledge receipt of each complaint within 7 days.

8.5 The PCSP Manager will carry out an internal investigation of the complaint and will respond substantively to the complainant within one (1) month of the date of receiving the letter of complaint. Under certain circumstances, if the complexity of the matter requires a longer period, the period for response to the complainant may be extended to two (2) months. In those circumstances, the complainant will be advised of the extended period within one month of making the complaint.

8.6 During this process, the complainant will be kept fully informed of the progress of the investigation into the complaint and of any outcomes.

8.7 In any subsequent investigation by the Equality Commission, Fermanagh and Omagh Policing and Community Safety Partnership will co-operate fully,

providing access in a timely manner to any relevant documentation that the Equality Commission may require.

Similarly, Fermanagh and Omagh Policing and Community Safety Partnership will co-operate fully with any investigation by the Equality Commission under sub-paragraph 11 (1) (b) of Schedule 9 to the Northern Ireland Act 1998.

8.8 Fermanagh and Omagh Policing and Community Safety Partnership will make all efforts to implement promptly and in full any recommendations arising out of any Commission investigation.

Chapter 9 Publication of our equality scheme (Schedule 9 4. (3) (c))

9.1 Our equality scheme is available free of charge in print form and alternative formats from:

PCSP Manager
Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
BT74 7BA

Tel: 0300 303 1777
Textphone: 028 8225 6216
Email: pcsp@fermanaghomagh.com

9.2 Our equality scheme will also be available on our website at:

www.fermanaghomagh.com

9.3 The following arrangements are in place for the publication in a timely manner of our equality scheme to ensure equality of access:

- We will make every effort to communicate widely the existence and content of our equality scheme. This may include press releases, prominent advertisements in the press, the internet and direct mail shots to groups representing the various categories in Section 75.
- We will email a link to our approved equality scheme to our consultees on our consultation lists. Other consultees without e-mail will be notified by letter that the scheme is available on request. We will respond to requests for the equality scheme in alternative formats in a timely manner, usually within 7 days.
- Our equality scheme will be available on request in alternative formats such as Easy Read, Braille, large print, audio formats (CD, mp3, DAISY) and in minority languages to meet the needs of those not fluent in English.
- We will liaise and work with specific stakeholders to ensure that the arrangements we have in place for communicating our equality scheme effectively to children and young people and people with disabilities meets the needs required.

9.4 For a list of our stakeholders and consultees please see Appendix 3 of the equality scheme, or visit our website at:

www.fermanaghomagh.com

or contact:

PCSP Manager
Fermanagh and Omagh District Council
The Townhall
2 Townhall Street
Enniskillen
Omagh
BT74 7BA

Tel: 0300 303 1777

Textphone: 028 8225 6216

Email: pcsp@fermanaghomagh.com

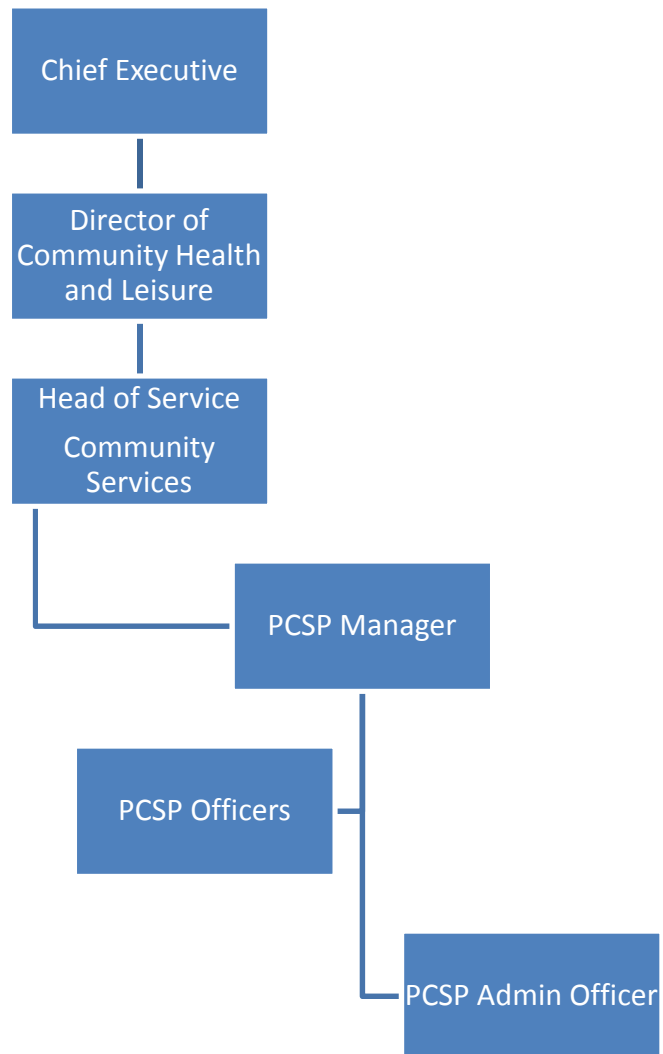
Chapter 10 Review of our equality scheme (Schedule 9 8. (3))

10.1 As required by Schedule 9 paragraph 8 (3) of the Northern Ireland Act 1998, we will conduct a thorough review of this equality scheme. This review will take place either within five years of submission of this equality scheme to the Equality Commission or within a shorter timescale to allow alignment with the review of other planning cycles.

The review will evaluate the effectiveness of our scheme in relation to the implementation of the Section 75 statutory duties relevant to our functions in Northern Ireland.

10.2 In undertaking this review we will follow any guidance issued by the Equality Commission. A report of this review will be made public on our website and will be sent to the Equality Commission.

Appendix 1 Organisational chart



Appendix 2 Example groups relevant to the Section 75 categories for Northern Ireland purposes
Please note, this list is for illustration purposes only, it is not exhaustive.

Category	Example groups
Religious belief	Buddhist; Catholic; Hindu; Jewish; Muslims, people of no religious belief; Protestants; Sikh; other faiths. For the purposes of Section 75, the term “religious belief” is the same definition as that used in the <i>Fair Employment & Treatment (NI) Order</i> ⁹ . Therefore, “religious belief” also includes any <i>perceived</i> religious belief (or perceived lack of belief) and, in employment situations only, it also covers any “ <i>similar philosophical belief</i> ”.
Political opinion ¹⁰	Nationalist generally; Unionists generally; members/supporters of other political parties.
Racial group	Black people; Chinese; Indians; Pakistanis; people of mixed ethnic background; Polish; Roma; Travellers; White people.
Men and women generally	Men (including boys); Trans-gendered people; Transsexual people; women (including girls).
Marital status	Civil partners or people in civil partnerships; divorced people; married people; separated people; single people; widowed people.
Age	Children and young people; older people.
Persons with a disability	Persons with disabilities as defined by the Disability Discrimination Act 1995.
Persons with dependants	Persons with personal responsibility for the care of a child; for the care of a person with a disability; or the care of a dependant older person.
Sexual orientation	Bisexual people; heterosexual people; gay or lesbian people.

⁹ See Section 98 of the Northern Ireland Act 1998, which states: “In this Act...”political opinion” and “religious belief” shall be construed in accordance with Article 2(3) and (4) of the Fair Employment & Treatment (NI) Order 1998.”

¹⁰ *ibid*

Appendix 3 List of consultees

(Schedule 9 4. (2) (a))

Note: This consultation list is indicative, not exhaustive and will be reviewed on an annual basis to ensure it is relevant and up-to-date. List does not include those groups which have asked for their names to be removed.

Action for Children
Action on Hearing Loss (RNID)
ADAPT NI
Adult ADHD NI
Alcoholics Anonymous
Alliance Party of NI
Alzheimer's Society Fermanagh Services
Alzheimer's Society
AMH New Horizons Fermanagh
Antrim & Newtownabbey Borough Council
Antrim & Newtownabbey PCSP
Ards & North Down Borough Council
Ards & North Down PCSP
Armagh City, Banbridge & Craigavon Borough Council
Armagh City, Banbridge & Craigavon PCSP
Arthritis Care
Belfast City Council
Belfast PCSP
British Red Cross
Bryson House
CACDP (Council for Advancement of Communication with Deaf People)
Carers NI
Causeway Coast & Glens Borough Council
Causeway Coast & Glens PCSP
Child Evangelism Fellowship
Child Poverty Action Group
Children's Law Centre
Citizens Advice Bureau
Community Relations Council
Conservation Volunteers N. I.
Council for Homeless (NI)
DEARA
Deafblind UK
Democratic Unionist Party (DUP)
Department for Communities
Department of Justice
Derry City & Strabane District Council
Derry City & Strabane PCSP
Disability Action
Disabled Police Officers Association
Downs Syndrome Association

Early Years - the organisation for young children
Education Authority
Employers Forum on Disability
Enniskillen Community Forum (CPLC)
Equality Coalition
Equality Commission for NI
Fermanagh Access & Mobility Group
Fermanagh Mencap
Fermanagh Rural Community Network
Fermanagh Voluntary Association for the Disabled
Fermanagh Women's Aid
Fermanagh Women's Network
FOCUS
Gay & Lesbian Youth NI
Gingerbread NI
GMB Trade Union
Invest NI
Irish Advocacy Network Ltd
Irish Congress of Trade Unions
Irvinestown Community Partnership (CPLC)
Lisburn & Castlereagh City Council
Lisburn & Castlereagh PCSP
Lisnaskea Sector Community Forum (CPLC)
Local Government Staff Commission for NI
ME Support Northern Ireland (MESNI)
Mencap
Meningitis Research Foundation
Mid & East Antrim Borough Council
Mid & East Antrim PCSP
Mid Ulster District Council
Mid Ulster PCSP
Multiple Sclerosis Society NI
Muscular Dystrophy Campaign
Newry, Mourne & Down District Council
Newry, Mourne & Down PCSP
Nexus Institute
NI Association for Mental Health
NI Association for the Care and Resettlement of Offenders
NI Commissioner for Children and Young People
NI Council for Voluntary Action
NI Gay Rights Association
NI Housing Executive
NI Human Rights Commission
NI Policing Board
NI Public Service Alliance
NI Rural Women's Network
Northern Ireland Anti Poverty Network
Northern Ireland Fire & Rescue Service

NSPCC
Omagh Chamber of Commerce & Industry
Omagh Cruse Bereavement Care
Omagh Ethnic Communities Support Group
Omagh Forum for Rural Associations
Omagh Independent Advice Services
Omagh Volunteer Centre
Omagh Women's Aid
Probation Board for Northern Ireland
PSNI
Riding for the Disabled
RNIB
Royal National Institute of blind people (RNIB NI)
Rural Community Network
Rural Development Council
Samaritans
SDLP
Shopmobility
Sinn Fein
South West College
South West College Students Union
Supporting Communities NI
SW Age Partnership
The Commissioner for Older People for N.I.
The Ulster-Scots Agency
Transport NI
Traveller Movement NI
Ulster Unionist Party
Unison
Unite The Union
U3A
Victim Support NI
Voice of Young People in Care
Volunteer Now
Western Health & Social Care Trust
Women's Forum NI
Women's Resource & Development Agency
Youth Council for Northern Ireland

Appendix 4 Timetable for measures proposed
(Schedule 9 4.(3) (b))

Measure	Lead responsibility	Timetable
Section 75 Annual Progress Report [2.7]	PCSP Manager / Chief Executive	31 August (annually)
Action plan		
Consultation on draft action plan [2.15]	PCSP Manager	March 2017 – April 2017
Finalised action plan published [2.18]	PCSP Manager	May 2017
Arrangements for monitoring progress in place [2.16]	PCSP Manager	August (annually)
Consultation list reviewed and updated [3.4]	PCSP Manager	October (annually)
Screening timetable [4.4]	PCSP Manager	Annually (when required)
Publication of Screening Reports [4.15]	PCSP Manager	Six monthly Published as soon as possible after completion
Screening Matrix	PCSP Manager	
EQIA timetable [4.16]	PCSP Manager	Annually (when required)
Monitoring	PCSP Manager	August (annually)
Review of monitoring information [4.31]	PCSP Manager	August (annually)
	PCSP Manager	August (annually)

Publication of monitoring information [4.33;4.34]		
Training	NIPB/DoJ/PCSP Managers	Reviewed annually
Development of summary scheme [5.4]	PCSP Manager	May 2017 (on approval of scheme)
Development of overall training programme [5.5]	NIPB/DoJ/PCSP Managers	Regionally organised
Focussed training [5.4]	NIPB/DoJ/PCSP Managers	Regionally organised
Update training [5.4]	NIPB/DoJ/PCSP Managers	Regionally organised
Evaluation of training [5.6]	PCSP Manager/NIPB/DoJ	Regionally organised
		August (annually)
Assessing access to information and services [6.9]	PCSP Manager	August (annually)
Communication of equality scheme [9.3]	PCSP Manager	Ongoing
Notification of consultees [9.3]	PCSP Manager	Within 3 months of approval
Review of equality scheme [10.1]	PCSP Manager	Within 5 years of submission to the Equality Commission
Any other measures proposed in equality scheme	PCSP Manager	August (annually)

Appendix 5 Glossary of terms

Action measures and outcomes

Specific measures to promote equality and good relations for the relevant Section 75 equality and good relations categories, linked to achievable outcomes, which should be realistic and timely.

Action plan

A plan that sets out the actions a public authority will take to implement its Section 75 statutory duties. It is a mechanism for the realisation of measures to achieve equality outcomes for the Section 75 equality and good relations categories.

Adverse impact

Where a Section 75 category has been affected differently by a policy and the effect is less favourable. If a policy has an adverse impact on a Section 75 category, a public authority must consider whether or not the adverse impact is unlawfully discriminatory. In either case a public authority must take measures to redress the adverse impact, by considering mitigating measures and/or alternative ways of delivering the policy.

Affirmative action

In general terms, affirmative action can be defined as being anything consistent with the legislation that is necessary to bring about positive change. It is a phrase used in the *Fair Employment and Treatment (NI) Order 1998* to describe lawful action that is aimed at promoting equality of opportunity and fair participation in employment between members of the Protestant and Roman Catholic communities in Northern Ireland.

Article 55 Reviews

Under the *Fair Employment and Treatment (NI) Order 1998*, all registered employers must conduct periodic reviews of the composition of their workforces and of their employment practices for the purposes of determining whether members of the Protestant and Roman Catholic communities are enjoying, and are likely to continue to enjoy, fair participation in employment in each employers concern.

These reviews, which are commonly known as Article 55 Reviews, must be conducted at least once every three years.

Audit of inequalities

An audit of inequalities is a systematic review and analysis of inequalities that exist for service users and those affected by a public authority's policies. An audit can be used by a public authority to inform its work in relation to

the Section 75 equality and good relations duties. It can also enable public authorities to assess progress on the implementation of the Section 75 statutory duties, as it provides baseline information on existing inequalities relevant to a public authority's functions.

Consultation

In the context of Section 75, consultation is the process of asking those affected by a policy (for example, service users, staff, the general public) for their views on how the policy could be implemented more effectively to promote equality of opportunity across the nine categories. Different circumstances will call for different types of consultation. Consultations could, for example, include meetings, focus groups, surveys and questionnaires.

Desk audit

An audit of a draft equality scheme to ensure that the scheme conforms to the requirements on form and content as detailed in the Equality Commissions guidelines.

Differential impact

Differential impact occurs where a Section 75 group has been affected differently by a policy. This effect could be positive, neutral or negative. A public authority must make a judgment as to whether a policy has a differential impact, and then it must determine whether the impact is adverse, based on a systematic appraisal of the accumulated information.

Discrimination

The anti-discrimination laws prohibit the following forms of discrimination:

- Direct discrimination
- Indirect discrimination
- Disability
- Victimisation
- Harassment

Direct discrimination

This generally occurs where a public authority treats a person less favourably than it treats (or would treat) another person, in the same or similar circumstances, on one or more of the statutory non-discrimination grounds. A decision or action that is directly discriminatory will normally be unlawful unless:

- a. In an age discrimination case, the decision can be objectively justified

- b. In any other case, the public authority can rely on a statutory exception that permits it, such as a genuine occupational requirement exception or a positive action exception, which permits an employer to use “welcoming statements” or to take other lawful positive action to encourage participation by under-represented or otherwise disadvantaged groups.

Indirect discrimination

The definition of this term varies across some of the anti-discrimination laws, but indirect discrimination generally occurs where a public authority applies to all persons a particular provision, criterion or practice, but it has the effect of placing people who share a particular equality characteristic (for example, the same sex, religious belief or race) at a particular disadvantage compared with other people. A provision, criterion or practice that is indirectly discriminatory will normally be unlawful unless: (a) it can be objectively justified, or (b) the public authority can rely on a statutory exception that permits it.

Disability discrimination

In addition to direct discrimination, indirect discrimination victimisation and harassment, discrimination against disabled people may also occur in two other ways:

- a. Disability-related discrimination. This generally occurs where a public authority, without lawful justification and for a reason that relates to a disabled person's disability, treats that person less favourably than it treats (or would treat) other people to whom that reason does not (or would not) apply.
- b. Failure to comply with a duty to make reasonable adjustments. One of the most notable features of the disability discrimination legislation is that in prescribed circumstances it imposes a duty on relevant employers, service providers and public authorities to take such steps as are reasonable to remove or reduce particular disadvantages experienced by disabled people in those circumstances.

Victimisation

This form of discrimination generally occurs where a public authority treats a person less favourably than it treats (or would treat) another person, in the same or similar circumstances, because the person has previously exercised his/her rights under the anti-discrimination laws, or has assisted another person to do so. Victimisation cannot be justified and is always unlawful.

Harassment

Harassment generally occurs where a person is subjected to unwanted conduct that is related to a non-discrimination ground with the purpose, or which has the effect, of violating his/her dignity or creating for that person an intimidating, hostile, degrading, humiliating or offensive environment. Harassment cannot be justified and is always unlawful.

Economic appraisal

An economic appraisal is a systematic process for examining alternative uses of resources, focusing on the assessment of needs, objectives, options, costs benefits, risks, funding and affordability, and other factors relevant to decisions.

Equality impact assessment

The mechanism underpinning Section 75, where existing and proposed policies are assessed in order to determine whether they have an adverse impact on equality of opportunity for the relevant Section 75 categories. EQIAs require the analysis of both quantitative and qualitative data.

Equality of opportunity

The prevention, elimination or regulation of discrimination between people because of characteristics including sex, marital status, age, disability, religious belief, political opinion, dependents, race and sexual orientation.

The promotion of equality of opportunity entails more than the elimination of discrimination. It requires proactive measures to be taken to secure equality of opportunity between the Section 75 categories.

Equality scheme

A document that outlines a public authority's arrangements for complying with its Section 75 obligations. An equality scheme must include an outline of the public authority's arrangements for carrying out consultations, screening, EQIAs, monitoring, training and arrangements for ensuring access to information and services.

Good Relations

Equality Commission Advice on Good Relations in Local Councils.

September 15

Although there is no current statutory definition of good relations within Section 75, or in any other Northern Ireland legislation, the Commission included a definition in its 2007 guidance, Promoting Good Relations – A Guide for Public Authorities. The guidance references a number of other definitions in use by public authorities at that time and recommended that public authorities themselves determine a definition of good relations, and a vision and aims, appropriate for their circumstances.

In the context of the Northern Ireland Executive strategy on good relations, Together: Building a United Community, the Commission has proposed that there should be a definition of good relations in statute, to ensure clarity and consistency of purpose in shaping actions and promoting good relations.

The Commission has indicated that there are a number of elements that would be helpful in the formulation of such a definition. Good relations could be said to exist where there is:

- a high level of dignity, respect and mutual understanding
- an absence of prejudice, hatred, hostility or harassment
- a fair level of participation in society.

The definition contained in Section 149 of the Equality Act 2010 in Great Britain is also useful in that it provides public authorities there with direction on how they should comply with their duty to have due regard to the need to foster good relations, as follows:

(5) - Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- (a) tackle prejudice, and
- (b) promote understanding

The Commission will build upon the above and give further consideration to a definition through review of and updating of its good relations guidance.

Mainstreaming equality

The integration of equal opportunities principles, strategies and practices into the everyday work of public authorities from the outset. In other words, mainstreaming is the process of ensuring that equality considerations are built into the policy development process from the beginning, rather than being bolted on at the end. Mainstreaming can help improve methods of working by increasing a public authority's accountability, responsiveness to need and relations with the public. It can bring added value at many levels.

Mitigation of adverse impact

Where an EQIA reveals that a particular policy has an adverse impact on equality of opportunity, a public authority must consider ways of delivering

the policy outcomes which have a less adverse effect on the relevant Section 75 categories.

Monitoring

Monitoring consists of continuously scrutinising and evaluating a policy to assess its impact on the Section 75 categories. Monitoring must be sensitive to the issues associated with human rights and privacy. Public authorities should seek advice from consultees and Section 75 representative groups when setting up monitoring systems.

Monitoring consists of the collection of relevant information and the evaluation of policies. It is not solely about the collection of data, it can also take the form of regular meetings and reporting of research undertaken. Monitoring is not an end in itself but provides the data for the next cycle of policy screening.

Northern Ireland Act 1998

The Act, implementing the Good Friday Agreement, received Royal Assent on 19th November 1998. Section 75 of the Act created the statutory equality duties.

Northern Ireland Human Rights Commission

A statutory body established under Section 68 of the Act, which works to ensure that the human rights of everyone in Northern Ireland are fully protected in law, policy and practice.

Northern Ireland Statistics and Research Agency

The Northern Ireland Statistics and Research Agency (NISRA) is an executive agency within the Department of Finance and Personnel (DFP).

It provides statistical and research information regarding Northern Ireland issues, and it provides registration services to the public in the most effective and efficient way.

Office of the First Minister and Deputy First Minister

The Office of the First Minister and Deputy First Minister (OFMDFM) is responsible for providing advice, guidance, challenge and support on Section 75 issues to other Northern Ireland Civil Service departments.

Policy

The formal and informal decisions a public authority makes in relation to carrying out its duties. Defined in the New Oxford English Dictionary as: “a course or principle of action adopted or proposed by a government party,

business or individual”. In the context of Section 75, the term “policies” covers all the ways in which a public authority carries out or proposes to carry out its functions relating to Northern Ireland. Policies include unwritten as well as written policies.

Positive action

This phrase is not defined in any statute, but the Equality Commission understands it to mean any lawful action that a public authority might take for the purpose of promoting equality of opportunity for all persons in relation to employment or in accessing goods, facilities or services (such as health services, housing, education, justice, policing). It may involve adopting new policies, practices or procedures, or changing or abandoning old ones. Positive action is not the same as positive discrimination.

Positive discrimination differs from positive action in that positive action involves the taking of lawful actions whereas positive discrimination involves the taking of unlawful actions. Consequently, positive action is, by definition, lawful whereas positive discrimination is unlawful.

Qualitative data

Qualitative data refers to the experiences of individuals from their perspective, most often with less emphasis on numbers or statistical analysis. Consultations are more likely to yield qualitative rather than quantitative data.

Quantitative data

Quantitative data refers to numbers, typically derived from either a population in general or samples of that population. This information is often analysed by either using descriptive statistics, which consider general profiles, distributions and trends in the data, or inferential statistics, which are used to determine “significance” either in relationships or differences in the data.

Screening

The procedure for identifying which policies will be subject to EQIA, and how these EQIAs will be prioritised. The purpose of screening is to identify the policies that are likely to have a minor/major impact on equality of opportunity so that the greatest resources can be devoted to improving these policies. Screening requires a systematic review of existing and proposed policies.

Screening matrix

A document that allows the screening results to be recorded.

Schedule 9

Schedule 9 of the Act sets out detailed provisions for the enforcement of the Section 75 statutory duties, including an outline of what should be included in an equality scheme.

Section 75

Section 75 of the Act provides that each public authority is required, in carrying out its functions relating to Northern Ireland, to have due regard to the need to promote equality of opportunity between:

- Persons of different religious belief, political opinion, racial group, age, marital status and sexual orientation
- Men and women generally
- Persons with a disability and persons without
- Persons with dependents and persons without

Without prejudice to these obligations, each public authority in carrying out its functions relating to Northern Ireland must also have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

Section 75 investigation

An investigation carried out by the Equality Commission, under Schedule 9 of the Act, arising from the failure of a public authority to comply with the commitments set out in its approved equality scheme.

There are two types of Equality Commission investigation:

1. An investigation of a complaint made by an individual, who claims to have been directly affected by the failure of a public authority to comply with its approved equality scheme.
2. An investigation initiated by the Equality Commission, where it believes that a public authority may have failed to comply with its approved equality scheme.



FERMANAGH & OMAGH POLICING & COMMUNITY SAFETY PARTNERSHIP

EQUALITY ACTION PLAN

CONTENTS

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 - **Facilities**
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SECTION 1 BACKGROUND TO INEQUALITY AUDIT

Section 75 of the Northern Ireland Act 1998 provides that:

- (1) A public authority shall in carrying out its functions relating to Northern Ireland have due regard to the need to promote equality of opportunity-**
- (a) between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;**
 - (b) between men and women generally;**
 - (c) between persons with a disability and persons without; and**
 - (d) between persons with dependants and persons without.**
- (2) Without prejudice to its obligations under subsection (1), a public authority shall in carrying out its functions relating to Northern Ireland have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.**

In 2010 the Equality Commission published revised guidance for public authorities to the implementation of Section 75 of the Northern Ireland Act 1998. This Guidance was developed in the light of the conclusions and recommendations of the Commission's Final Report of the Review of the Effectiveness of Section 75, published in November 2008. All public authorities have been required to submit new Equality Schemes to comply with this revised guidance.

One of the key recommendations of the review related to the need to shift the focus of delivery of the section 75 duties from process to outcomes. The revised guidance recommended that public authorities developed action plans to address inequalities experienced across the section 75 categories, alongside the development of revised Equality Schemes. It further recommends that an Audit of Inequalities be conducted in order to inform the development of the Action Plan.

The Commission in its guide defines an audit of inequalities as a "systematic review and analysis of inequalities which exist for service users and those affected by a public authority's policies".

This Audit of Inequalities has enabled Fermanagh and Omagh Policing & Community Safety Partnership to identify potential functional areas for further or improved discharge of its Section 75 duties and will inform the PCSPs equality action plan and also the key strategic actions of the PCSP's Action Plan for 2016-2017.

Development of the Inequalities Audit and Action Plan

The Equality Commission, in its correspondence to Policing & Community Safety Partnerships of 1 March 2016, recommended that all public authorities undertake an audit of inequalities to inform that identification and development of action measures for

the Equality Scheme. They further advised that these measures should be relevant to our functions and should seek to address inequalities that exist for service users and also promote equality of opportunity.

The production of an inequalities audit was a new challenge for all PCSPs. A regional Manager working group comprising Equality Officers was set up to scope the areas for audit.

The regional working group recommended that, at this time, three primary areas be reviewed within the audit, namely;

- Facilities
- Membership/Structure
- Services

It was considered that the above areas were likely to have most impact on section 75 categories. However, the plan will be monitored and reviewed on an annual basis and any inequalities identified in other service areas will be investigated.

The working group developed the following model inequalities audit template for all PCSP's to use and tailor to their own needs.

PCSP Membership/Structure

Fermanagh and Omagh PCSP is currently comprised of 19 members; 10 elected Members from the 4 main political parties and 9 independent Members from the local community. The Department of Justice designates seven organisations who can make positive contribution to the role of the PCSP.

Individual PCSPs will also have the opportunity to make local designations if they so choose.

PCSPs also operate a Policing Committee, which is made up solely of the elected members and the independent members of the full PCSP. The Policing Committee is responsible for the delivery of the statutory functions (a) – (c) as detailed below and reports directly to the NIPB.

The PCSP reports to both the NIPB and the DoJ through the Joint Committee.

SECTION 2 – WHAT PCSPs ARE RESPONSIBLE FOR

As suggested by the *Equality Commission Guide on Section 75*, Fermanagh and Omagh Policing and Community Safety Partnership has taken a systematic look at its functions and how they relate to the promotion of equality of opportunity and of good relations.

This audit of Section 75 inequalities has provided the basis for the development of the Action Plan in Section 5. The Action Plan provides action measures with associated performance measures and timescales to address the key inequalities identified.

The roles and functions of PCSPs, established in the Justice Act (NI) 2011 are as follows;

- (a) to provide views to a relevant district commander and to the Policing Board on any matter concerning the policing of the district;*
- (b) to monitor the performance of the police in carrying out
 - (i) the policing plan in relation to the district; and*
 - (ii) the local policing plan applying to the district or any part of the district;**
- (c) to make arrangements for obtaining the co-operation of the public with the police in preventing crime and enhancing community safety in the district;*
- (d) to make arrangements for obtaining the views of the public about matters concerning the policing of the district and enhancing community safety in the district and to consider fully any views so obtained;*
- (e) to act as a general forum for discussion and consultation on matters affecting the policing of the district and enhancing community safety in the district;*
- (f) to prepare plans for reducing crime and enhancing community safety in the district;*
- (g) to identify targets or other indicators by reference to which it can assess the extent to which those issues are addressed by action taken in accordance with any such plans;*
- (h) to provide any such financial or other support as it considers appropriate to persons involved in ventures designed to reduce crime or enhance community safety in the district; and*
- (i) such other functions as are conferred on it by any other statutory provision.*

In addition, the Joint Committee, which is responsible for overseeing PCSPs, has also developed a number of strategic objectives for PCSPs, in order to further develop the functions as laid down in legislation. These are as follows;

Strategic Objective 1 – to form, and successfully deliver the functions of, the Policing and Community Safety Partnership for the area by:

- Engaging with local community and statutory groups, to identify local concerns in relation to community safety, and to invite their contribution to addressing those concerns;
- Preparing the PCSP's plan, and organising the work of the partnership to meet priority needs; and

- Putting in place implementation structures and delivery mechanisms that will contribute to a reduction in crime and the enhancement of community safety in the Partnership's area, directly through the Partnership's own interventions, through the work of its delivery groups or through support for the work of others.

Strategic Objective 2 – to improve community safety by tackling crime and anti-social behaviour through:

- Ensuring that local statutory bodies and agencies deal with the anti-social behaviour and crime-related issues that matter in their area; and
- Working in partnership with the police, local statutory bodies, agencies and the community to reduce the impact of anti-social behaviour and crime on the community.

Strategic Objective 3 – to improve community confidence in policing through:

- Ensuring local accountability through the Policing Committee's role in monitoring police performance;
- Ensuring that policing delivery reflects the involvement, views and priorities of local communities;
- Ensuring improved policing service delivery in partnership with local communities;
- Ensuring effective engagement with the police and the local community, with specific emphasis on engagement with working class communities and young people.

SECTION 3 – REGIONAL & LOCAL DATA

Sources of Data used in this audit may include:

- Census data Source: Northern Ireland Statistics website: www.nisra.gov.uk. Crown copyright material is reproduced with the permission of the Controller of HMSO.
- NINIS area profile – Northern Ireland level information (Crown copyright 2010)
- NINIS area profile – Fermanagh and Omagh (Crown copyright 2010)
- Equality Commission for Northern Ireland Statement on Key Inequalities in Northern Ireland
- Mid-year population estimates 2010
- Continuous Household Survey
- Northern Ireland Life & Times Survey results (various years)
- Surveys and publications relating to specific service areas

Section 4 - Assessment of Key Inequality Issues for Section 75 Categories

Facilities

Section 75 category	Key impacts
Religious Belief/Community Background	<ul style="list-style-type: none"> Location of some venues may act as a barrier to attendance – may be perceived as being linked to one particular community
Race	<ul style="list-style-type: none"> Need for greater understanding of ethnic minority cultures Need for more opportunities for ethnic minority cultures to participate in policing and community safety related events Language barriers – provision of translation services
Disability	<ul style="list-style-type: none"> Physical barriers – accessibility of facility; transport; parking; toilet facilities Communications on venues/events may not be available in appropriate formats
Age	<ul style="list-style-type: none"> Design and programming of events/meetings for different age groups Physical barriers – accessibility of facility; transport; parking; toilet facilities – particularly for the elderly Provision of information about events/meetings and communication methods appropriate to different age groups
Dependency	<ul style="list-style-type: none"> Timing of events/meetings
Sexual Orientation	<ul style="list-style-type: none"> Need for greater understanding of the LGBT culture Need for more opportunities for LGBT community to participate in policing and community safety related events
Gender	<ul style="list-style-type: none"> Timing of events/meetings – women specifically may find it difficult to attend due to caring duties
Marital Status	<ul style="list-style-type: none"> No impact identified

Membership/Structure

Section 75 category	Key impacts
Religious Belief/Community Background	<ul style="list-style-type: none"> Religious/community make-up of elected and independent members may not accurately reflect the demographic make-up of the area
Race	<ul style="list-style-type: none"> Ethnic minority groups are under-represented in public life. Information on participating as a member may not be in appropriate format

Disability	<ul style="list-style-type: none"> • One in five persons of working age are disabled in Northern Ireland - however in many areas of political and civic life disabled people are under-represented. • Consultation on the Disability Discrimination (NI) Order in 2005 showed a marked discrepancy in the numbers of disabled councillors in Northern Ireland (2%) compared with GB (13%) • In 2006 only 3% of public appointments were to people with a disability.
Age	<ul style="list-style-type: none"> • Sections of the population may be less well represented in public appointments
Dependency	<ul style="list-style-type: none"> • Those with dependents may find it difficult to play an active role in public life due to time constraints
Sexual Orientation	<ul style="list-style-type: none"> • The LGBT community is under-represented in public life
Gender	<ul style="list-style-type: none"> • Women are generally under-represented in public appointments
Marital Status	<ul style="list-style-type: none"> • No impact identified

Services/Functions

Section 75 category	Key impacts
Religious Belief/Community Background	<ul style="list-style-type: none"> • Perceptions of policing related issues may vary across communities • Under-reporting/engagement with the police may differ across communities
Race	<ul style="list-style-type: none"> • Need for greater understanding of ethnic minority cultures • Need for more opportunities for ethnic minority cultures to participate in policing and community safety related events • Language barriers
Disability	<ul style="list-style-type: none"> • Physical barriers – may act as a deterrent to participation in policing and community safety related events/meetings/initiatives • Communications barriers - barriers – may act as a deterrent to participation in policing and community safety related events/meetings/initiatives
Age	<ul style="list-style-type: none"> • Design and programming of events/meetings for different age groups • Physical barriers – may act as a deterrent to participation in policing and community safety related events/meetings/initiatives • Provision of information about events/meetings/initiatives and communication methods appropriate to different age groups
Dependency	<ul style="list-style-type: none"> • Timing of events/meetings
Sexual Orientation	<ul style="list-style-type: none"> • Need for greater understanding of the LGBT culture

	<ul style="list-style-type: none"> Need for more opportunities for LGBT community to participate in policing and community safety related events
Gender	<ul style="list-style-type: none"> Timing of events/meetings – women specifically may find it difficult to attend due to caring duties
Marital Status	<ul style="list-style-type: none"> No impact identified

Section 5 – Action Plan

FACILITIES

The PCSP is responsible for organising and hosting a wide range of meetings/events and community engagement opportunities.

The overarching aim of this section of the audit is to promote equality of opportunity with current and potential service users. For the purpose of this inequalities audit, it has been agreed to review these service areas through an analysis of participation and access.

Inequality	Positive Action Measures	Performance Indicator/s	Timescale	Associated Research/Monitoring
Religious Belief/Community Background				
Venue may not be deemed to be neutral	Devise a schedule of meeting/event etc. that takes into consideration balance of religious, political and community background in district	Balanced number of meeting/event etc. held in areas that are in total reflective of the make-up of the district	Annual review	Equality Annual Progress Report Feedback pro-formas
Race				
Lack of understanding of ethnic minority cultures and associated language barriers	Proactively engage with ethnic minorities and provide/avail of interpretation facilities	Number of meeting/event held with ethnic minorities in suitable locations Interpretation facilities utilised	Annual review	Equality Annual Progress Report PCSP Annual Report

Disability				
Physical barriers and communications barriers	Ensure all venues are accessible and other aids such as loop system or signer are available on request	Number of venues utilized that are accessible to all	Ongoing	Equality Annual Progress Report Feedback Pro-formas
Age				
Under representation of different age groups at meeting/event	Organise specific engagement opportunities for a range of age groups in suitable locations	Number of meeting/event held for various age groups Variety of locations utilized	Annual Review	Equality Annual Progress Report Feedback Pro-formas
Dependency				
Timing of meeting/event	Hold meeting/event etc. at different times and on different days	Number of meetings held at different times and on different days	Annual review	Equality Annual Progress Report Feedback Pro-formas
Sexual Orientation				
Lack of understanding of LGBT culture and associated issues	Organise specific engagement opportunities for the LGBT community in suitable locations	Number of meeting/event held with LGBT community Number of LGBT friendly locations utilised	Annual review	Equality Annual Progress Report PCSP Annual Report
Gender				
Timing of event/meeting	Hold meeting/event etc. at different times and on different days	Number of meetings held at different times and on different days	Annual review	Equality Annual Progress Report Feedback Pro-formas
Marital Status				

No impact identified	-	-	-	-
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MEMBERSHIP/STRUCTURE

The PCSP is currently composed of elected members and independent members. The Council employs the members of staff responsible for managing the PCSP.

The over-arching aim of this section is to promote equality of opportunity with regards to the membership and the structure of the PCSP. For the purposes of this inequalities audit it has been agreed to review these service areas through an analysis of the representation. It is important to note that the NI Policing Board are responsible for the appointment of independent members to PCSPs and the Council are responsible for nominating elected members.

Inequality	Positive Action Measures	Performance Indicator	Timescale	Associated Research/Monitoring
Religious Belief/Community Background				
Demographic make-up of the PCSP members	<p>NIPB to ensure robust appointments process that promotes equality of opportunity</p> <p>Council to ensure balanced nomination of elected members where possible</p> <p>PCSP to pro-actively engage with under-represented groups to address potential gaps in representation</p>	<p>Demographic breakdown of PCSP members</p> <p>Review of engagement activities</p>	At commencement of PCSP and subsequent reconstitutions	<p>Impartial assessors reports</p> <p>Annual Report Equality Annual Progress Report</p>

Race				
Under-representation of ethnic minorities	<p>NIPB to ensure robust appointments process that promotes equality of opportunity</p> <p>Council to ensure balanced nomination of elected members where possible</p> <p>PCSP to pro-actively engage with under-represented groups to address potential gaps in representation</p>	<p>Demographic breakdown of PCSP members</p> <p>Review of engagement activities</p>	At commencement of PCSP and subsequent reconstitutions	<p>Impartial assessors reports</p> <p>Annual Report</p> <p>Equality Annual Progress Report</p>
Disability				
Under-representation of members with a disability	<p>NIPB to ensure robust appointments process that promotes equality of opportunity</p> <p>Council to ensure balanced nomination of elected members where possible</p>	Demographic breakdown of PCSP members	At commencement of PCSP and subsequent reconstitutions	Impartial assessors reports

may affect participation	meeting/event etc held at different times and on different days PCSP to pro-actively engage with under-represented groups to address potential gaps in representation	different times and on different days Review of engagement activities		Feedback Pro-formas Annual Report Equality Annual Progress Report
Sexual Orientation				
Under-representation of members who belong to the LGBT community	NIPB to ensure robust appointments process that promotes equality of opportunity Council to ensure balanced nomination of elected members where possible PCSP to pro-actively engage with under-represented groups to address potential gaps in representation	Demographic breakdown of PCSP members Review of engagement activities	At commencement of PCSP and subsequent reconstitutions	Impartial assessors reports Annual Report Equality Annual Progress Report
Gender				

<p>Under-representation of women</p>	<p>NIPB to ensure robust appointments process that promotes equality of opportunity</p> <p>Council to ensure balanced nomination of elected members where possible</p> <p>PCSP to pro-actively engage with under-represented groups to address potential gaps in representation</p>	<p>Demographic breakdown of PCSP members</p> <p>Review of engagement activities</p>	<p>At commencement of PCSP and subsequent reconstitutions</p>	<p>Impartial assessors reports</p> <p>Annual Report</p> <p>Equality Annual Progress Report</p>
<p>Marital Status</p>				
<p>No impact identified</p>				

SERVICES/FUNCTIONS

The PCSP is responsible for carrying out arrange of specific services/functions as conferred to it within the Justice Act (NI) 2011

The over-arching aim of this section of the audit is to promote equality of opportunity with current and potential service users. For the purpose of this inequalities audit it has been agreed to review these service/function areas through an analysis of participation and access.

Inequality	Positive Action Measures	Performance Indicator	Timescale	Associated Research/Monitoring
Religious Belief/Community Background				
Variance amongst perceptions of policing related issues	Effective communication of policing information in a consistent manner	Survey results/consultation feedback	On-going	Survey pro-formas Feedback/comments sheets NIPB Omnibus surveys
Under-reporting /Engagement	Continued awareness raising of PSNI contacts	Increase in reporting of incidents	6 monthly review	PSNI Statistical reports CJINI Inspection reports
	Development of closer links between police and community	Qualitative reports on engagement with community	6 monthly review	Area Commander policing performance reports
Race				
Under-participation of ethnic minorities Language barriers	Proactively engage with ethnic minorities and provide interpretation facilities	Number of meetings/events held with ethnic minorities Interpretation facilities utilised	Annual review	Equality Annual Progress Report Annual Report
Disability				
Physical barriers and Communications barriers	Pro-actively engage with disabled community	Consultation feedback Number of meetings events	Annual review	Equality Annual Progress Report Annual report

		held that address disability issues		
Age				
Lack of age appropriate initiatives, esp. young people	Development of initiatives and events that are age appropriate Development of engagement opportunities specifically with young people	Number of events/initiatives held for various age groups Ongoing engagement programme specifically focused on young people	Annual review 6 monthly review	Equality Annual Progress Report Annual report
Dependency				
Time constraints may affect participation	Hold meeting/event at different times and on different days	Number of meetings/events held at different times and on different days	Annual review	Equality Annual Progress Report Feedback forms
Sexual Orientation				
Under-participation and engagement with members who belong to the LGBT community	Organise specific engagement opportunities for the LGBT community in suitable locations	Number of events/initiatives organized with the LGBT community	Annual review	Equality Annual Progress Report Annual Report
Gender				
Under-representation of women and reduction of opportunities to engage	Organise specific engagement opportunities for women in suitable locations and at a variety of times	Number of events/initiatives organized with a specific focus on women	Annual review	Equality Annual Progress Report Annual report
Marital Status				

No impact identified	--	--	--	--
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Appendix 7

Screening Matrix

Statement of Intent. The Partnership intends to screen its policies, in accordance with Paragraphs 5 and 6 of the Equality Scheme, to determine which would require a fuller equality analysis in the form of an impact assessment

Part 1: Policy Scoping

The first stage of the screening process involves scoping the policy or policy area. The purpose of policy scoping is to help prepare the background and context and set out the aims and objectives for the policy being screened. At this stage, scoping the policy will help identify potential constraints as well as opportunities and will help the policy maker work through the screening process on a step by step basis.

You should remember that the Section 75 statutory duties apply to internal policies (relating to people who work for the authority), as well as external policies (relating to those who are, or could be, served by the authority).

Information about the policy

Name of the policy or policy area:

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Is this an existing, revised or a new policy/policy area?

Existing	Revised	New

Brief Description

What is it trying to achieve? (intended aims and outcomes)

The aims of the policy area:

Are there any Section 75 categories which might be expected to benefit from the intended policy?

YES	NO	N/A

If YES, explain how.

Who initiated or wrote the policy?

Who owns and who implements each element of the policy?

Implementation factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

YES	NO	N/A

If YES, are they

Financial:

Legislative:

Other, please specify:

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

Service users:

Other public sector organisations:

Voluntary/community/trade unions:

Other, please specify:

Other policies with a bearing on this policy?

What are they and who owns them?

Available evidence

Evidence to help inform the screening process may take many forms. Public authorities should ensure that their screening decision is informed by relevant data.

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for relevant Section 75 categories.

Section 75 Category	Details of Evidence/Information
Religious Belief	
Political Opinion	
Race	
Disability	
Age	
Marital Status	
Sexual Orientation	
Gender	
Dependency	

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decisions? Specify details for relevant Section 75 categories.

Section 75 Category	Details of Evidence/Information
Religious Belief	
Political Opinion	
Race	
Disability	
Age	
Marital Status	
Sexual Orientation	

Gender	
Dependency	

Part 2: Screening Questions

Introduction

1. If the conclusion is **none** in respect of all of the Section 75 categories then you may decide to screen the policy out. If a policy is 'screened out', you should give details of the reasons for the decision taken.
2. If the conclusion is **major** in respect of one or more of the Section 75 categories, then consideration should be given to subjecting the policy to an EQIA.
 3. If the conclusion is **minor** in respect of one or more of the Section 75
 4. categories, then consideration should still be given to proceeding with an EQIA, or to measures to mitigate the adverse impact; or an alternative policy.

In favour of a 'major' impact

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and hence it would be appropriate to conduct an EQIA;
- c) Potential equality and/or good relations impacts (without prejudice to the equality of opportunity duty) are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns among affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;

d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

In favour of none

- a) The policy has no relevance to equality of opportunity or good relations.
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Taking into account the earlier evidence, consider and comment on the likely impact on equality of opportunity / good relations for those affected by this policy, by applying the following screening questions and the impact on the group i.e. minor, major or none.

Screening questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the section 75 categories? Minor/Major/None		
Section 75 Category	Details of Policy Impact	Level of Impact? Minor/Major/None
Religious Belief		
Political Opinion		
Race		
Disability		
Age		
Marital Status		
Sexual Orientation		
Gender		
Dependency		

2. Are there opportunities to better promote equality of opportunity for people within any of the section 75 categories? YES/NO		
Section 75 Category	If Yes provide details	If No provide reasons
Religious Belief		
Political Opinion		
Race		
Disability		
Age		
Marital Status		
Sexual Orientation		
Gender		
Dependency		

3. Are there any opportunities, without prejudice to the equality of opportunity duty, to better promote good relations between people of different religious belief, political opinion or racial group?		
Section 75 Category	If Yes provide details	If No provide reasons
Religious Belief		
Political Opinion		
Race		

Additional considerations

Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities?
 (For example; disabled minority ethnic people; disabled women; young protestant men; and young lesbians, gay and bisexual people).

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

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4. Is there an opportunity to better promote positive attitudes towards people with disabilities by altering the policy or working with others in government or the wider community? Yes/No
5. Is there an opportunity to encourage people with disabilities to participate in public life by altering the policy or working with others in government or the wider community? Yes/No

Part 3: Screening Decision

In light of your answers to the previous questions, do you feel that the policy should: (please indicate one):

- 1. Not be subject to an EQIA (with no mitigating measures required)**
- 2. Not be subject to an EQIA (with mitigating measures /alternative policies)**

3. Be subject to an EQIA

If 1. or 2. (i.e. not be subject to an EQIA), please provide details of the reasons why:

If 2. (i.e. not be subject to an EQIA), in what ways can identified adverse impacts attaching to the policy be mitigated or an alternative policy be introduced?

In light of these revisions, is there a need to re-screen the revised/alternative policy at a future date? YES / NO

If 3. (i.e. to conduct an EQIA), please provide details of the reasons:

Timetabling and Prioritising EQIA

If 3. is the policy affected by timetables established by other relevant public authorities? YES / NO
If YES, please provide details:

Please answer the following questions to determine priority for timetabling the EQIA. On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for EQIA.

Priority criterion	Rating (1-3)
Effect on equality of opportunity and good relations	
Social need	
Effect on people's daily lives	
Relevance to a public authority's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for EQIA. This list of priorities will assist you in timetabling the EQIA. Details of your EQIA timetable should be included in the quarterly Section 75 report.

Proposed date for commencing EQIA: _____

Any further comments on the screening process and any subsequent actions?

Part 4: Monitoring

Effective monitoring will help identify any future adverse impacts arising from the policy which may lead you to conduct an EQIA, as well as help with future planning and policy development. You should consider the guidance contained in the Commission's Monitoring Guidance for Use by Public Authorities (July 2007). The Commission recommends that where the policy has been

amended or an alternative policy introduced, then you should monitor more broadly than for adverse impact (See Benefits, P.9-10, paras 2.13 – 2.20 of the Monitoring Guidance). Please detail proposed monitoring arrangements below:

Part 5: Approval and Authorisation

Screened by:	Position/Job Title	Date
Approved by:	Position/Job Title	Date