

**Public Authority Statutory Equality and Good Relations Duties  
Annual Progress Report 2022/23**

**Contact:**

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Documents published relating to our Equality Scheme can be found at: [NIGALA Equality & Disability](#) and [Equality Screening](#)

**(ECNI Q28)**

The report on our most recent Five Year Review of Equality Scheme can be found at: [Five Year Review of Equality Scheme](#). Our Equality Scheme is due to be reviewed again by 31 March 2026.

**Signature:**

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

**It presents our progress in fulfilling our statutory equality and disability duties. This report reflects progress made between April 2022 and March 2023.**

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## Contents

Chapter	Page No
1. Summary Quantitative Report	3
2. Section 75 Progress Report	6
3. Equality & Disability Action Plan Progress Report ( <b>ECNI Q2</b> )	22
Appendix 1 – Further Explanatory Notes ( <b>ECNI Q10,13, 14, 20</b> )	34

## Chapter 1: Summary Quantitative Report

### Screening, EQIAs and Consultation (ECNI Q15, 16, 19)

1. Number of policies screened (as recorded in screening reports)	Screened In	Screened out with mitigation	Screened out without mitigation	Screening decision reviewed following concerns raised by consultees
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
2. Number of policies subjected to Equality Impact Assessment	<b>0</b>			
3. Indicate the stage of progress of each EQIA	<b>Title</b> N/A		<b>Stage</b>	
4. Number of policy consultations conducted	<b>0</b>			
5. Number of policy consultations conducted with screening presented. (See also Chapter 2, Table 2)	<b>0</b>			

## Training (ECNI Q24)

6. Staff training undertaken during 2022/23 (see also Chapter 2, Q6).

Course	No of Staff Trained	No of Board Members Trained
Screening Training	2	0
Equality Impact Assessment Training	0	0
Tackling Race Equality in the Workplace. (ECNI Webinar)	1	0
Promoting Equality in Employment for People with Disabilities (ECNI Webinar)	1	0
The Disability Reasonable Adjustment Duty in the Recruitment and Selection Process (ECNI Webinar)	1	0
Promoting Race Equality in the Workplace (ECNI Webinar)	1	0
Domestic Abuse and Civil Proceedings Act Awareness Raising (Women's Aid)	52	0
Domestic Abuse and Civil Proceedings Act Awareness Raising (Women's Aid)	51	0
Domestic Abuse eLearning module	20	0
<b>Total</b>	<b>129</b>	<b>0</b>

### eLearning: Making a Difference

Part 1: All Staff	<b>0</b>
Part 2: Line Managers	<b>0</b>

There were no additional members of staff who completing this module during 2022/23. This module is mandatory for all Children's Court Guardian Agency staff during 2023/24.

## Domestic Abuse

To support the Workplace Policy on Domestic Abuse, the Children’s Court Guardian Agency invited Women’s Aid to facilitate 2 webinars around Domestic Abuse and the Civil Proceedings Act. The aim of these webinars was to demonstrate an increased understanding of context and extent of domestic abuse in NI together with introduction to new legislative changes and provided information around pathways to support.

Staff were also encouraged to complete the Domestic Abuse eLearning programme which is available on the HSC Learning site.

### Complaints (ECNI Q27)

7. Number of complaints in relation to the Equality Scheme received during 2022/23.

0
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The Children’s Court Guardian Agency receiving no complaints relating to its Equality Scheme during 2022/23.

### Equality Action Plan (see also Chapter 3) (ECNI Q7)

8. Within the 2022/23 reporting period, please indicate the number of:

Actions completed:	1	Actions ongoing:	2	Actions to commence:	1
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### Disability Action Plan (see also Chapter 3) (ECNI Part B Q1)

9. Within the 2022/23 reporting period, please indicate the number of:

Actions completed:	5	Actions ongoing:	0	Actions to commence:	3
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## Chapter 2: Section 75 Progress Report (ECNI Q1, 3, 3a, 3b, 23)

**1. In 2022/23, please provide examples of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved. Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.**

Table 1 below outlines progress to better promote equality of opportunity and good relations<sup>1</sup>.

In most cases, it is not possible to ascribe developments and changes to one single factor. New initiatives, such as the Gender Identity Employment Policy for instance are not necessarily an outcome of screenings or Equality and Disability Action Plan implementation.

As mainstreaming progresses and the promotion of equality becomes part of the organisation culture and way of working, the more difficult it becomes to ascribe activities and outcomes to the application of a specific element of Equality Scheme implementation.

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<sup>1</sup> This includes as a result of:

- Screening/Equality Impact Assessments (EQIAs)
- Monitoring
- Staff training
- Engagement and consultation
- Improvements in access to information and services
- Implementation of Equality and Disability Action Plans

**Table 1:**

<b>Outline new developments or changes in policies or practices and the difference they have made for specific equality groupings.</b>	
<p>Persons of different genders and gender identities</p>	<p>In 2021/22 BSO introduced the Menopause at Work Policy and Workplace Policy on Domestic Abuse. Domestic abuse disproportionately affects women. Given this, it will have an important impact on the HSC workforce which is predominantly female. The policies were adopted by the Children’s Court Guardian Agency during 2021/22.</p> <p>At December 2022, 89% of the Children Court Guardian Agency’s workforce were female.</p> <p><b>Menopause at Work Policy</b></p> <p>The introduction of the Menopause at Work Policy aims to ensure that managers and employees recognise their responsibility to:</p> <ul style="list-style-type: none"> <li>▪ Understand the menopause and related issues and how it can affect staff and their work colleagues;</li> <li>▪ Raise wider awareness and understanding among employees and to outline support and adjustments that are available;</li> <li>▪ Ensure a consistent approach in the management of employees that are struggling whilst at work with menopausal symptoms and subsequently;</li> </ul>

- Reduce menopause related sickness absence and promote the retention of menopausal employees in an attempt to retain a skilled and experienced workforce within the organisation;
- Foster an environment in which employees can openly and comfortably instigate conversations, or engage in discussions about menopause.

During 2022 a webinar was held on 18 October, World Menopause Day, with a further 5 webinars being held between December 2022 and January 2023. These webinars were facilitated by BSO and available to partner organisations.

### **Workplace Policy on Domestic Abuse**

The purpose of this policy is to signal a clear commitment of support to any member of staff affected by domestic abuse. It aims to:

- Raise awareness and identify the impact of domestic abuse on employees;
- Have a framework in place to offer support to employees in addressing problems arising from domestic abuse;
- Maximise the safety of our employees;
- Assist and support employees experiencing domestic abuse;
- Deal effectively with perpetrators of domestic abuse among our workforce as appropriate;
- Aid managers in seeking to help team members experiencing domestic abuse.



	<p>To support the Workplace Policy on Domestic Abuse, the Children’s Court Guardian Agency invited Women’s Aid to facilitate 2 webinars around Domestic Abuse and the Civil Proceedings Act. The aim of these webinars was to demonstrate an increased understanding of context and extent of domestic abuse in NI together with introduction to new legislative changes and provided information around pathways to support.</p> <p>An eLearning programme has been made available for all HSC staff. This package consists of 4 modules targeted at frontline professionals across a range of sectors who may come into contact with a victim of domestic abuse in the course of their work. This has been developed in partnership with a number of public bodies including Department of Justice, the PSNI, NSPCC, the Rainbow Project and Women’s Aid.</p>
<p>Persons of different racial groups</p>	<p>During 2022/23 the Agency translated a number of leaflets explaining the role of the Children’s Court Guardian into 9 different languages. A review of the unaccompanied minors the Agency provides a service to highlighted there was confusion as to the appointment of two guardians (i.e. a Guardian from Barnardo and a Children’s Court Guardian). It was agreed to translate leaflets detailing the role of the Children’s Court Guardian into the languages of the countries where unaccompanied minors had typically come from.</p>

Persons with and without a disability

### **Action Plan Consultation**

On our behalf, the BSO Equality Unit met with a group of members of our disability staff network as part of the preparations for the consultation on our new Equality and Disability Action Plans. The discussion focused on how we can make our consultation as accessible and inclusive as possible. We then followed their advice and produced the consultation documents adhering to a set of accessible formatting standards and in a number of alternative formats up front and we made sure that our most senior managers in the organisation were aware of the consultation beforehand.

Further work promoting equality for people with a disability in the workplace is reported on in detail in Chapter 3 (the Equality and Disability Action Plan Progress Report 2022/23).

### **Feedback**

The Children's Court Guardian Agency offers children and young people the opportunity to provide feedback at the end of proceedings. This is via paper questionnaire or mobile app. There are occasions where it may not be appropriate such as a child or young person having a particular disability. All data from children's feedback is collated and analysed, including those occasions where feedback has not been offered due to a disability. During 2021/22 it was agreed the Agency would collate the types of disability being provided as preventing a child or young person completing feedback. During 2022/23 the Children's Court Guardian Agency established an internal equality & disability

working group. The group will explore alternative methods for children and young people with disabilities to provide feedback.

**Pilot Hybrid Working Scheme**

The Agency introduced the hybrid working scheme in October 2022. This allows staff to work part of their week at home.

- Within the policy there is the opportunity to work fully from home if this is considered a reasonable adjustment. This has been applied and availed of by staff. The rest has been a lower absence rate and an improvement to staff health and wellbeing.
- In recruitment we will see staff being able to apply for roles where working in the office would be challenging due to a disability.

(ECNI Q4, 5, 6)

**2. During the 2022/23 reporting period:**

(a) Were the Section 75 statutory duties integrated within:

	<b>Yes/No</b>	<b>Details</b>
Job Descriptions	Yes	For all new posts, the Job Description now includes the following:  “Assist the organization in fulfilling its statutory duties under Section 75 of the Northern Ireland Act 1998 to promote equality of opportunity and good relations and under the Disability Discrimination (Northern Ireland) Order 2005. Staff are also required to support the organization in complying with its obligations under Human Rights Legislation.”
Performance objectives for staff	Yes	Section 75 duties are integrated within performance objectives for staff in the following: <ul style="list-style-type: none"><li>▪ Equality of opportunity and diversity.</li><li>▪ Anti-discriminatory practice.</li><li>▪ The welfare checklist.</li></ul>

(b) Were objectives and targets relating to Section 75 integrated into:

	<b>Yes/No</b>	<b>Details</b>
Corporate/Strategic Plans	Yes	Objectives relating to section 75 were integrated into corporate, strategic and business plans. Meeting Equality and Disability obligations as set out in its Equality Scheme including
Annual Business Plans	No	

		<ul style="list-style-type: none"><li>▪ Promoting Equality and Good Relations throughout the organisation.</li></ul>
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(ECNI Q11, 12, 17)

**3. Please provide any details and examples of good practice in consultation during the 2022/23 reporting periods, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:**

The Children's Court Guardian Agency's people policies are regional in nature and provided by the BSO which carries out consultation exercises and amends policies before releasing for implementation.

The Agency has not developed any new in-house policies in year.

Please refer to **Table 2** below.

**Table 2:**

<p><b>Policy publicly consulted on</b></p>	<p><b>What equality document did you issue alongside the policy consultation document?</b></p>	<p><b>Which Section 75 groups did you consult with?</b></p>	<p><b>What consultation methods did you use?</b></p> <p><b>AND</b></p> <p><b>Which of these drew the greatest number of responses from consultees?</b></p>	<p><b>Do you have any comments on your experience of this consultation?</b></p>
<p><b>N/A</b></p>	<p><input type="checkbox"/> Screening Template</p> <p><input type="checkbox"/> EQIA report</p> <p><input type="checkbox"/> None</p>			

(ECNI Q21, 26)

**4. In analysing monitoring information gathered, was any action taken to change/review any policies?**

~~Yes / No /~~ Not Applicable-(delete as appropriate)

Please refer to **Table 3** below.



**Table 3:**

<b>Service or Policy</b>	<b>What equality monitoring information did you collect and analyse?</b>	<b>What action did you take as a result of this analysis? AND  Did you make any changes to the service or policy as a result?</b>	<b>What difference did this make for Section 75 groups?</b>
N/A			

**(ECNI Q22)**

**5. Please provide any details or examples of where the monitoring of policies, during the 2022/23 reporting periods, has shown changes to differential/adverse impacts previously assessed.**

The Children's Court Guardian Agency's policies are regional in nature and provided by the BSO which carries out consultation exercises and amends policies before releasing for implementation.

The Agency has not developed any new operational policies in year.

Please refer to **Table 4** below.

**Table 4**

<b>Policy previously screened or EQIAed</b>	<b>Did you gather and analyse any equality monitoring information during 2022/23? (Please tick)</b>	<b>What were the adverse impacts at the point of screening or EQIA?</b>	<b>What changes to these occurred in 2022/23, as indicated by the equality monitoring data you gathered?</b>
<b>N/A</b>	<input type="checkbox"/> Yes  <input type="checkbox"/> No		

(ECNI Q25)

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

The Children's Court Guardian Agency avails of the joint Section 75 training programme that is coordinated and delivered by the BSO Equality Unit for staff across all 11 partner organisations. The following statistics thus relate to the evaluations undertaken by all participants for the training.

### **Screening Training Evaluations**

The figures in bold below present the percentage of participants who selected 'Very Well' or 'Well'. Participants were asked: "Overall how well do you think the course met its aims?":

- To develop an understanding of the statutory requirements for screening: **94%**
- To develop an understanding of the benefits of screening: **96%**
- To develop an understanding of the screening process: **90%**
- To develop skills in practically carrying out screening: **85%**

The above figures in bold represent the percentage of participants who selected 'Very Well' or 'Well':

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## **ECNI (Q29)**

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

During 2023/24 we will focus on:

- Consulting on new Equality and Disability Action Plans, jointly with our partner organisations, and considering what changes we need to make to our draft plans as a result.
  
- Ensuring all staff Band 5 and above in our organisation complete Equality Screening Training.

## Chapter 3: Equality & Disability Action Plan Progress Report

Our action plan outlined actions related to our functions and took account of our equality scheme commitments relating to Section 75 of the Northern Ireland Act 1998. Our equality scheme is available on our website <https://nigala.hscni.net/publications/equality-disability/>

The law requires us when we carry out work to promote equality of opportunity across nine equality categories: age, gender, disability, marital status, political opinion, religion and ethnicity.

We have kept our equality action plan under review and reported annually to the Equality Commission on what we have done.

### Equality Action Plan Progress Report: What we will do to promote equality and good relations

#### Action 1: Communication

**Timescale and Ownership:** Corporate Services (by March 2023)

**What we will do:** Revise and implement guidance to achieve consistent corporate branding to ensure that our website and all the information (operational and corporate) generated by the Agency is accessible and complies with best practice guidance.

**What we are trying to achieve:** All information and materials produced by the Children's Court Guardian Agency comply with Agency guidance.

**Performance indicator and Target:** Consistent house style (font, format) in compliance with Agency guidance.

**What we did over the last year:** The Agency's youth forum was reformed to inform infrastructure for children's participation within the Agency in order to have their voice heard and enable them to influence practice. During the year the forum was used as a focus group to meet with the third party organisation

tasked with redesigning the Agency's new website. They provided input into the logo design and images for inclusion the website. The focus group suggested that images which were a positive reflection of children and young people experiencing the court process should be used.

The House Style was finalised in November 2022. This was shared with staff and provided around the creation of documentation, fonts to be used etc. The guidance is available for all staff on SharePoint.

The organisation has changed its name which has required all information and documentation produced by the Agency to be reviewed. This is a sizeable task and we still have some work to complete. This has been included in our new Equality and Disability Action Plans.

**We still have some work to do to complete this action.**

## **Action 2: Gender Identity**

**Timescale and Ownership:** BSO Human Resources with support by Equality Unit (by end of March 2023)

**What we will do:** Deliver awareness and training initiatives to relevant staff as part of the roll out of the Gender Identity and Expression Employment Policy.

**What we are trying to achieve:** Staff who identify as transgender and non-binary feel more supported in the workplace.

**Performance indicator and Target:** 90% of staff have been trained.

**What we did over the last year:** During the year, BSO commissioned The Rainbow Project to deliver training on Gender Identity Awareness to a team for whom this specific training need was identified. The training was well received by the team, with members reporting they found it really useful. This positive feedback means that The Rainbow Project's details can be held as a

provider of Gender Identity Awareness Training, to ensure timely access to training when the need arises in future.

The Children's Court Guardia Agency has established an internal Equality & Disability working group who are being tasked with looking awareness sessions for staff and tailoring these to the organisation's needs.

**We still have some work to do to complete this action.**

### **Action 3: Training/Practice Development**

**Timescale and Ownership:** BSO Human Resources with support by the Equality Unit (by end of March 2023)

**What we will do:** Making a Difference eLearning: Add module to suite of mandatory training for all staff. Deliver on training targets.

**What we are trying to achieve:** Increased staff awareness of equality and human rights.

**Performance indicator and Target:** Making a Difference Learning included in mandatory training for staff, 75% in the first year and 100% thereafter of staff have completed the eLearning module.

**What we did over the last year:** There was no additional staff who completed the module during 2022/23. This module is mandatory for all Children's Court Guardian Agency staff during 2023/24 and every 3 years thereafter. New staff will be required to complete eLearning modules as part of induction.

**We did not complete this action.**

### **Action 4: Training/Practice Development**

**Timescale and Ownership:** BSO Human Resources with support by Equality Unit March 2023)



**What we will do:** Undertake awareness raising relating to new support mechanisms (developed by BSO) to support staff with experience of domestic violence.

**What we are trying to achieve:** Staff with experience of domestic violence are better supported.

**Performance indicator and Target:** Awareness raising undertaken with 100% of staff.

**What we did over the last year:** During 2022/23 the Children's Court Guardian Agency facilitated two awareness sessions by Women's Aid covering Domestic Abuse and the Civil Proceedings Act. The aim of these webinars was to demonstrate an increased understanding of context and extent of domestic abuse in NI together with introduction to new legislative changes and provided information around pathways to support. Staff were also encouraged to complete the eLearning module available on the HSC Learning site.

**We completed this action.**

### **Conclusions for Equality Action Plan Report 2022/23**

- In 2022/23, we completed **1** action (action 4).
- We didn't do what we said we would do for **1** action (action 3).
- We still have some work to do to complete **2** actions (actions 1 and 2).
- All of the actions in our action plan are at regional and at local level.
- Our action plan is a live document. We will tell the Equality Commission about any changes.

## **Disability Action Plan Progress Report:**

**What we will do to promote positive attitudes towards disabled people and encourage the participation of disabled people in public life**

### **Action 1: Awareness Days**

**Timescale and Ownership:** Children's Court Guardian Agency (Annually)

**What we will do:** Raise awareness of specific barriers faced by people with disabilities including through linking in with National Awareness Days or Weeks (such as Mind Your Health Day).

**What we are trying to achieve:** Increased staff awareness of the range of disabilities and needs.

**Performance indicator and Target:** Two annual awareness days profiled. >50% of staff participating in the evaluation indicate that they know more about people living with disabilities as a result of the awareness days.

**What we did over the last year:** We ran a survey in which we asked staff which conditions we should feature. Based on its outcome, we held two days during the year, one on Autism (in February 2023) and one on Bowel Conditions (in March 2023). On both days we organised a live session with an expert in the field (from Autism NI for the first Awareness Day and a dietician from the South Eastern Health and Social Care Trust for the second one). Following their presentation, staff had the opportunity to ask the questions during a Question and Answer session. The presentations were uploaded to the website of Tapestry (our disability staff network) for the benefit of staff and board members who were unable to attend on the day.

As a result, 38% of staff who attended a session on the day or access any of the materials felt they knew more about Autism. 42% thought they knew more about 42% Bowel Conditions. It is unclear why the other survey participants did not record an increase in knowledge. This could be either a reflection on the session or because they already had substantive specialist knowledge beforehand. One comment suggested that the focus of the

session on Bowel Conditions (on inflammatory Bowel Disease to the exclusion of Irritable Bowel Syndrome) may have played a role. In other words, the title of the day may have been too broad and crated expectations that then remined unmet.

**We completed this action.**

### **Action 2: Awareness Days**

**Timescale and Ownership:** Children’s Court Guardian Agency (Annually)

**What we will do:** Link the Awareness Days to the Agency’s Health and Wellbeing Strategy.

**What we are trying to achieve:** Information and materials provided through the awareness days in collated and stored centrally for ease of access and future reference.

**Performance Indicator and Target:** Staff have access to relevant information and support services.

**What we did last year:** As action 1 above. Information and materials provided via the awareness days is shared with staff beforehand and stored centrally. Links to the awareness days information and recordings which are held on the Tapestry website, is available on the Children’s Court Guardian Agency’s SharePoint site.

**We completed this action.**

### **Action 3: Placement Scheme**

**Timescale and Ownership:** Children’s Court Guardian Agency (Annually)

**What we will do:** Placement Scheme – consider how the organisation can create and promote meaningful placement opportunities for people with

disabilities in line with good practice and making use of voluntary expertise in this area.

**What we are trying to achieve:** People with a disability gain meaningful work experience. Staff gain insight into the reality of the supports and adjustments required to enable a person with a disability gain employment opportunities.

**Performance Indicator and Target:** Placement considered and where possible offered each year. Feedback indicates that placement meets expectations.

**What we did over the last year:** The Children's Court Guardian Agency did not offer any placement this year.

**We did not progress this work.**

#### **Action 4: Tapestry**

**Timescale and Ownership:** Children's Court Guardian Agency (Annually)

**What we will do:** Tapestry – Promote and encourage staff to participate in the disability staff network and support the network in the delivery of its agreed priorities.

**What we are trying to achieve:** Staff with a disability feel more confident that their needs and experiences are understood and inform relevant planning and decision making.

**Performance Indicator and Target:** Tapestry meeting notes indicate that actions to support staff have been delivered.

**What we did over the last year:** Tapestry is supported by BSO Equality Unit on behalf of BTS and our partners. For each Tapestry meeting the Unit issued advance notices to all staff and reiterated the commitment by Chief Executives of the participating organisations that staff can attend in their

worktime. On key issues the Unit also encouraged those members who were unable or not interested in attending the meetings to share their views and experiences by emailing them to a dedicated Tapestry email address.

There are currently 50 members on the mailing list for the Network. In comparison to the previous year, the number has remained the same. Over the year, a few members left the HSC and were removed from the list, however there have been new members who joined.

During the year, the network elected Karen Hunter, BSO Director Strategic Planning and Customer Engagement, as its new Chairperson. Four Tapestry members provide an input at one of the senior HSC Leadership Programmes during the year. They felt that their presentation was a great success and presenters received very positive feedback. Presentations included comments on recruitment and selection processes as well as a discussion on reasonable adjustments. Throughout the year, Tapestry members identified key issues and barriers for people with a disability and carers in relation to recruitment, employment, and training. These include a lack of accessibility of recruitment processes, training, and IT systems as well as particular aspects of Hybrid Working. They likewise reported barriers for career progressions of staff with a disability and those who are carers.

**We completed this action.**

### **Action 5: Monitoring**

**Timescale and Ownership:** BSO Human Resources with support from Equality Unit (Annually)

**What we will do:** Encourage staff to declare that they have a disability or care for a person with a disability through awareness raising and providing guidance to staff on the importance of monitoring.

**What we are trying to achieve:** More accurate data in place. Greater number of staff feel comfortable declaring they have a disability.

**Performance Indicator and Target:** Increase in completion of disability monitoring information by staff to 90%.

**What we did over the last year:** Email communication was sent out to staff during 2022/23 encouraging staff to input monitoring data to their profile on HRPTS. The communication to staff detailed the reasons monitoring data is collected and how the data would be used. A guide was sent to all staff advising how to complete this if they wished to do so.

The most recent monitoring data received is from December 2022. 73% of staff told us whether they have a disability or not. 0% of current staff have declared they have a disability, compared with 1.5% in the previous year. There were staff changes during 2022/23 which may account for this. This means we need to continue encouraging staff to complete the information on HRPTS.

**We completed this action.**

## Action 6: Monitoring

**Timescale and Ownership:** BSO Human Resources with support by Equality Unit (Annually)

**What we will do:** Prompt staff to keep their personal equality monitoring records (via self-service on new Human Resources IT system) up-to-date.

**What we are trying to achieve:** Create an open and inclusive workplace culture that is proactive in supporting staff with a disability.

**Performance Indicator and Target:** Annual reminder issued to staff to update their personal details on HRPTS.

**What we did over the last year:** As above at action 6.

**We completed this action.**

## Action 7: Training

**Timescale and Ownership:** BSO Equality Unit (Annually)

**What we will do:** In collaboration with disabled people design, deliver and evaluate training for staff and Board Members on disability equality and disability legislation.

**What we are trying to achieve:** Increased staff and Board Member awareness of the range of disabilities and needs. Supports and complements the Children's Court Guardian Agency's Health and Wellbeing initiatives.

**Performance Indicator and Target:** All staff trained (general and bespoke) within 2 years through eLearning or interactive sessions and staff awareness initiatives delivered. Training evaluation forms.

**What we did over the last year:** The Making A Difference eLearning programme includes a number of scenarios that involve people with a disability and asks staff to think through how best to support individuals, as well as giving information on disability legislation. During 2022/23 no additional staff completed the programme. This is mandatory for all staff renew in 2023/24 and forms part of induction for new staff.

**We did not complete this action.**

## Action 8: Training

**Timescale and Ownership:** BSO Equality Unit (Annually)

**What we will do:** Sign up to the Mental Health Charter and Every Customer Counts.

**What we are trying to achieve:** Agency commitment to creating an open and inclusive workplace culture which displays respect for those with mental ill health. Supports and complements the Children's Court Guardian Agency's health and wellbeing initiatives.

**Performance Indicator and Target:** Absence figures reduced. Increase in % of staff who declare that they have a mental health condition.

**What we did over the last year:** We did not progress this work.

**We did not complete this action.**

### **Additional Measures**

- We always include disability on our list of things to talk about at our quarterly Equality Forum with our partner organisations.
- We report on progress against our Disability Action Plan to our Board and Senior Leadership Team (the people at the top of our organisation) every year.

### **Encourage Others**

- We include questions relating to the two duties in our equality and human rights screening form. The screening form is completed for all policies and decisions. This includes work that other organisations will do for us, for example, contracts that we have with voluntary sector organisations for health and wellbeing promotion work.

### **Monitoring**

We monitored progress on joint actions with our partner organisations at our quarterly forum meetings.

### **Revisions**

During the year we reviewed our Equality and Disability Action Plans 2018-23. We are currently consulting on our new Equality and Disability Action Plans 2023-28.



## Conclusions from Disability Action Plan report 2022/23

- We completed **5** actions (actions 1, 2, 4, 5, 6)
- We didn't do what we said we would do under **3** actions (action 3, 7, 8)
- We still have some work to do to complete **0** actions.
- All of the actions in our action plan are at a regional and local level.
- Our action plan is a live document. If we make any big changes to our plan we will involve people with a disability. We will tell the Equality Commission about any changes.

## Appendix 1 – Further Explanatory Notes

### 1. Consultation and Engagement

#### (ECNI Q10)

##### Targeting:

We did not undertake any public consultations or pre-consultation exercises during the year.

#### (ECNI Q13)

##### Awareness raising for consultees on Equality Scheme commitments:

During the year, in our quarterly screening reports we raised awareness as to our commitments relating to equality screenings and their publication.

#### (ECNI Q14)

**Consultation list** – During the year, we reviewed our consultation list every quarter.

### 2. Audit of Information Systems

#### (ECNI Q20)

We completed an audit of information systems at an early stage of our Equality Scheme implementation, in line with our Scheme commitments.



Children's Court Guardian Agency for NI  
James House  
2-4 Cromac Avenue  
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August 2023