

**DEPARTMENT FOR EMPLOYMENT AND
LEARNING**

**Progress Report on the implementation of
the Equality and
Good Relations Duties under Section 75 of
the NI Act 1998**

1 April 2006 – 31 March 2007

<u>Contents</u>	<u>Page</u>
Executive Summary	3
Section 1: Strategic implementation of the S75 duties	6
Section 2: Screening	10
Section 3: Equality Impact Assessment (EQIA)	13
Section 4: Training	16
Section 5: Communication	19
Section 6: Data Collection & Analysis	21
Section 7: Information Provision, Access to Information and Services	27
Section 8: Complaints	37
Section 9: Consultation and Engagement	38
Section 10: The Good Relations Duty	43

<u>Annexes</u>	<u>Reference</u>
1. Complaints Procedure	8.1
2. Equality Monitoring within the Department	6.2
3. Organisation Chart	
4. Policies screened during April 2006 – March 2007	2.8
5. Equality Impact/Monitoring Timetables	3.1

Executive Summary

1. This is the Department for Employment and Learning's seventh report on progress with the implementation of the equality and good relations duties under Section 75 of the NI Act 1998.
2. The Department continues to give priority to promoting equality of opportunity and to good relations, and ensuring fair and inclusive delivery of its programmes and services. Much of what the Department does addresses the needs of those who are most disadvantaged in society and ensuring that we fulfil our equality and good relations commitments will continue to be an important aspect of Governance throughout the remaining period of the Corporate Plan 2005 to 2008.
3. The Department continues to integrate all aspects of equality, and other policy proofing considerations, into its policy and decision making processes. The Department has a strong tradition of mainstreaming equality and will continue to ensure that equality factors are taken into account as it considers the development of new and existing policies. The process of screening and the robustness of decisions taken has continued to develop and improve throughout the Department. The need for the collection and use of data from a variety of sources to inform screening decisions is now embedded in the process. Increasing use of informal discussions with Section 75 representative groups has raised mostly anecdotal evidence of possible adverse impact, not obvious from statistics, which has proved of value to screening findings.
4. The Department's Equality Unit is responsible for co-ordinating all of the Department's Section 75 'activity'. The Unit supports managers and staff throughout the Department, guiding them through their equality responsibilities and ensuring that the equality duties are to the fore in all

policy considerations. The Unit reports regularly to the Departmental Board and maintains close links with other public authorities and representatives of the Section 75 categories.

5. The key policy and service developments during this reporting year in relation to equality and good relations are described in detail throughout the Progress Report. However, worthy of particular mention is the Department's lead on Migrant Workers issues, service improvements for people who do not read or speak English, including the further development of extensive interpreting services and information literature, and Diversity initiatives in Further Education Colleges.
6. In terms of external strategies, the Department continued to implement, and develop further, actions in support of the Racial Equality Strategy, A Shared Future, the Gender Equality Strategy and the Sexual Orientation Strategy. Towards the end of the reporting period business units throughout the Department commenced work on developing a Disability Action Plan for 2007/2008. All of this work was informed by both formal and informal discussions with Section 75 representative groups such as the Northern Ireland Council for Ethnic Minorities (NICEM), Disability Action and groups representing Travellers, women, and the Lesbian, Gay, Bisexual and Transgender community.
7. In line with its Statutory Equality Duty obligations, the Department also carried out an extensive review of its Equality Scheme for the Equality Commission. Overall, the report highlighted effective monitoring systems, a culture of mainstreaming equality and a commitment to engagement with people from across the nine Section 75 categories.

8. Looking forward to 2007/08, the Department will ensure that the promotion of equality and good relations is given priority in the development of its policies and in the delivery of its programmes and services. We will also continue to ensure that the necessary levels of awareness, training and guidance are provided in order to continue to mainstream equality effectively into policy and programme development.



AIDEEN MCGINLEY

Permanent Secretary

Department for Employment and Learning

Section 1: Strategic Implementation of the Section 75 Duties

1.1 The Department's Equality Unit is responsible for co-ordinating the implementation of the Department's Equality Scheme. The Unit is part of the Department's Strategy and Equality Branch, which also has responsibility for interdepartmental co-operation and the development of strategic direction for the Department. The Equality Unit is therefore ideally placed to enable the Department to integrate its Equality and Good Relations commitments into all its policies and services. Two executive grade staff are dedicated to equality duties. The Unit supports managers and staff throughout the Department, guiding them through their equality responsibilities and ensuring that the statutory duties are to the fore in all policy considerations.

Corporate Plan 2005 – 2008

1.2 The Department ensures that fulfilling its equality and good relations commitments will continue to be an important aspect of Governance throughout the period of this plan. The Corporate Plan 2005-2008 states:

- *The Department will participate fully in the review of Section 75 of the Northern Ireland Act, and will integrate all aspects of equality, and other proofing considerations, into its policy and decision making processes.*
- *All of these equality considerations will be taken into account fully in the implementation of the Department's reform and modernisation programme, and targets for conducting Equality Impact Assessments are outlined in the Department's Service Delivery Plan.*

- 1.3 The Service Delivery Plan for 2006/07 complements the Department's Corporate Plan, and it states that the Department will continue to meet its obligations under Section 75 of the Northern Ireland Act 1998 and will also ensure that the various impact assessments are carried out in new or changing policies, particularly in relation to policy development on the Skills Strategy and the Further Education Strategy. Achievement against these targets is monitored quarterly by the Departmental Board.
- 1.4 A Departmental Balanced Scorecard has replaced the Service Delivery Plan for 2007/08, setting out the Department's four main objectives. Under the objective of "to develop, deliver and enhance DEL's policies, programmes and services efficiently and effectively", the Department has given a commitment to "ensure all policy developed by the Department takes account of Section 75, Equality and TSN legislation".

Cross Divisional Strategy Forum

- 1.5 The Department reconstituted its Cross Divisional Strategy Forum in March 2007. The purpose of this Group is to ensure that broad policy issues around internal strategies can be considered in detail, on a cross divisional basis and in the early stages of development, before significant decisions are made. The Group will also consider the Department's input to interdepartmental strategies, many of which encompass the wide spectrum of equality and diversity issues, and oversee research.

Interdepartmental Working

- 1.6 The Department's Equality Officer is a member of a wider Equality Practitioners Group, comprising members from each of the 11 Departments' Equality Units. This group meets regularly to discuss issues around the general equality agenda within Government, to

disseminate good practice, raise any concerns, and to highlight major policy areas within their own Departments.

- 1.7 The Department is also represented by staff in the Equality Unit on a wide range of interdepartmental groups, to ensure equality considerations are kept at the forefront of policy development evolving from major strategies and associated action plans. In the past year these have included the further development of the actions in support of the Racial Equality Strategy/A Shared Future, the Gender and Sexual Orientation Strategies and a Disability Action Plan.

Employment Rights Legislation

- 1.8 The promotion of equality continues to be fundamental in the Department's efforts to provide an effective employment rights infrastructure for all workers. All new employment legislation undergoes extensive public consultation at draft stage. Representatives of Section 75 groups are included in all consultations and specific representation is sought depending on the nature of the proposals.
- 1.9 Much of the policy and legislation developed by the Department throughout the year has a direct positive impact on equality groupings. For example, the extension of the right to request flexible working to carers benefits those individuals, many of whom are women, who have caring responsibilities. Not only do those with dependants benefit, but also those with disabilities. Improved rights to statutory paid leave from work around the birth or adoption of a child benefit employed women in particular.
- 1.10 From 1 October 2007, the Department will increase the statutory minimum holiday entitlement for full-time workers by 8 days, to be implemented in 2

phases – 4 days from 1 October 2007 and a further 4 from 1 April 2009 (pro-rata for part-time workers). The increase will benefit vulnerable workers and the lowest paid, many of whom are women, part-timers and those from minority ethnic communities.

Migrant Workers

- 1.11 In 2005 it was recognised that Migrant Workers issues were coming to the fore, and government would need to take a co-ordinated approach. A Migrant Workers Thematic Sub-Group of the Racial Equality Forum, was established, chaired by this Department, which developed a cross-departmental Strategy and Action Plan which will undergo annual review to reflect changing situations.

- 1.12 Subsequent to the development of the Strategy and Action Plan, the Department established a Migrant Workers Branch in February 2007 which has the specific role of facilitating and co-ordinating the work of the sub-group. More detailed information on the sub-group is provided at paragraphs 7.26-7.28.

Section 2: Screening

2.1 The Department continues to use what is referred to in our Equality Scheme as a “Preliminary Equality Impact Assessment (PEQIA)” to screen new policies or changes to policies to identify those policies which have potential for adverse impact. The use of the PEQIA has been approved by the Equality Commission as a means of enhancing the screening of policies. Staff involved in policymaking throughout the Department are continuing to gain experience in screening procedures, and awareness of the issues which impact on equality for certain groups, which is constantly increasing the effectiveness of screening exercises. Effective screening of new and changing policies has become a feature of the Department’s implementation of its Section 75 obligations. This improved screening, in conjunction with the increase of informal pre-consultation with Section 75 representative groups, is resulting in fewer policies needing to proceed to a full EQIA.

Legislation Programme

2.2 Preliminary Equality Impact Assessments are carried out on all employment legislation. This takes the form of screening against the Section 75 categories for impact and, if the preliminary assessment indicates the need, a full Equality Impact Assessment will be carried out. All new proposals, including the result of the initial PEQIA, go to public consultation. If the preliminary assessment or the responses to the consultation indicate a need, a full EQIA is undertaken at this stage.

Further Education Strategy

- 2.3 The Further Education Means Business Strategy, launched in 2005, represents a programme of change for the sector and its implementation requires the co-operation and commitment of a wide range of people and organisations within the Further Education sector including Governing Bodies, the college Principals/Directors and their staff, the trade unions and student representatives. The overall strategy is aimed at enhancing the capacity of Further Education colleges to deliver quality further education provision and to meet the skills needs of all the people of Northern Ireland. The new strategy will enable colleges to become key drivers of local, sub regional and regional economic development, active agents of social cohesion and major promoters of lifelong learning for all sections of the population. Continued ease of access to Further Education provision, particularly for those most removed from learning and at lower qualification levels, will be also be secured. With implementation of the new strategy, students will be able to attend the campus of their choice as previously, and it is anticipated that the benefits of the new area managed structures will include the potential for people of differing social groups and backgrounds to associate while in a familiar learning environment.
- 2.4 The strategy is being delivered through a series of individual projects which were, in the main, initiated during the 2005-06 planning year. The individual project plans include actions around conducting Preliminary Equality Impact Assessments and full Equality Impact Assessments where this is shown to be necessary.
- 2.5 During the 2006-07 year a Preliminary Equality Impact Assessment (PEQIA) was carried out on the E- learning Project, a project to support the embedding of e-learning within the Further Education sector. This project is a key enabler for the Department's Skills and Further Education

Means Business Strategies. It will also contribute to the achievement of other projects within the Further Education programme. The outcome of the PEQIA indicated that this new project would have no adverse impact on Section 75 groups, but rather had the potential to promote equality of opportunity, for example in terms of increasing access to learning opportunities.

- 2.6 An informal consultation with the Further Education sector took place during 2006 to inform policy development in a number of project areas. A formal consultation exercise, and Equality Impact Assessments, are scheduled for completion in 2007/08 and will be reported on in the next period.
- 2.7 Plans for the merger of the sixteen colleges into six area based units have included the reconstitution of the Governing Bodies. The Department's intention is that the make-up of these bodies should fully represent the diversity of the Northern Ireland population in order to both meet the aims of Equality legislation and to ensure that governors are representative of the communities they serve. The Department enlisted the help of a range of representative bodies to assist with raising the profile of the competitions for both Chairs and members of the Governing Bodies of the new colleges. The Department, in planning for future public appointments, will continue to strive for inclusion of those traditionally under-represented.
- 2.8 A table detailing all of the policies screened by the Department during the reporting year is attached as Annex 4.

Section 3: Equality Impact Assessment (EQIA)

- 3.1 Annex 5 details all Equality Impact Assessments and monitoring activities underway throughout the Department during 2006/07, and includes a timetable for the 2007/08 year as far as possible at this time.
- 3.2 In its 2005/06 Progress Report the Department listed a number of policies to be screened for impact during 2006/07. The update position on each of these is as follows:-

Skills Strategy

Published in February 2006, "Success Through Skills", the Northern Ireland Skills Strategy, is the overarching strategy within the Department and sets out a vision for skills in Northern Ireland in 2015. The Strategy focuses on:-

- Raising the skills levels of the workforce;
- Enhancing the quality of those entering the workforce; and
- Addressing the employability of those not in employment.

Sixteen individual projects/strands are being taken forward under the following four themes:-

- Understanding the demand for skills;
- Improving the skills levels of the workforce;
- Improving the quality and relevance of education and training; and
- Tackling the skills barriers to employment and employability.

It will not be necessary to screen, or conduct Equality Impact Assessments, on all sixteen projects. However the position in regard to those other strategies listed

for screening during the period of this report in the Department's 2005/06 Progress Report is as follows:

Further Education Strategy

The "FE Means Business" Strategy was published in June 2006 and like the Skills Strategy is an amalgamation of projects, including the rationalization of the Further Education colleges, which will enable the sector to play an increased role in local and regional planning and in the delivery of qualifications and skills at all levels across Northern Ireland. All projects will factor in a Preliminary Equality Impact Assessment, with full Equality Impact Assessments and consultation being carried out where appropriate. See 2007/08 timetable at Annex 5.

14 – 19 Year Olds

Education and training policy for 14 to 19 Year Olds will be encompassed in other strands of policy development, and assessments conducted as appropriate on any projects.

Careers Education Information Advice and Guidance Strategy

The "Preparing for Success" Strategy has been developed. See 2007/08 timetable at Annex 5.

Strategy for Business/The Employability Strategy

These had been included in the Department's Service Delivery Plan for 2005/06 as part of a template of reforms identified for consideration and were highlighted in the Progress Report of 2005/06 as having potential for screening during 2006/07. However the Department subsequently focused on two overarching reforms, and any policy being developed in these areas would be subsumed into projects under the strategies noted above.

Essential Skills Strategy

No screening or equality impact assessment was required on policy developments under this 2002 Strategy during 2006/07.

Section 4: Training

Induction Training

- 4.1 All new entrants to the Department continue to receive an Equality and Good Relations presentation as part of their induction training. Equality Unit staff work closely with the Department's Staff Development Branch to ensure this training continues to meet the needs of new staff.

Careers and Guidance Services Branch

- 4.2 Each Careers Adviser is assessed in at least one guidance intervention each business year. Assessment of service delivery, which takes account of equal opportunities considerations, for example gender stereotyping, forms part of the overall assessment.

British Sign Language/Irish Sign Language

- 4.3 During the year, the Department's Staff Training and Development Unit organised Sign Language training for staff in each of the Jobs and Benefits Offices and JobCentres, a total of 70 staff volunteering to take part. This will enable deaf and hard of hearing customers to interact with a member of staff using British Sign Language if they wish to do so.
- 4.4 In 2006/07, Equality Unit staff continued to provide specific advice and training for staff that were likely to be involved in the screening of new or changing policies. For example, Equality Unit staff have recently commenced the roll-out of a series of presentations throughout the Department's Regional Operations network of JobCentres and Jobs and Benefits Offices. The aim of these presentations will be to ensure that

managers raise awareness of the Department's statutory obligations under Section 75 to collect accurate data on clients.

Awareness raising

- 4.5 During 2006/07 the Department continued to raise and maintain awareness among staff by means of internal communications such as the staff magazine, Departmental Core Brief, meetings and presentations to Branch 'organisational development' events. Equality Unit staff attended numerous events during the year in order to keep up to date with current issues and maintain engagement with Section 75 groups. Some examples of these include a series of NICEM seminars and workshops on Refugees, Training for Women Network's North/South seminar, Lone Parents Workshop, Disability Action Plan Clinic and Age Legislation presentations. In addition Equality Unit staff continued to represent the Department on a wide range of groups, including the Thematic Group on Travellers and the Thematic Group on Language (sub-groups of the Racial Equality Forum), the Racial Equality Forum, Equality and Social Needs Steering Group, the Intercultural Forum, and the Migrants and Ethnic Minorities Project.
- 4.6 Equality Unit staff have taken part in a broad range of events organised by the Equality Commission, Section 75 groups, or organisations working on their behalf, throughout the year in order to meet people at first hand, and gain insight into the particular issues and concerns that they may have. This provides an excellent opportunity to discuss any particular problems in relation to the access or provision of the Department's programmes and services. Staff from relevant business units have also attended some of these events. Conferences and other events have involved Travellers, migrant workers and asylum seekers, Lesbian, Gay, Bisexual and Transgender groups, minority ethnic groups, and organisations

representing people with disabilities. Some notable cultural awareness-raising events attended by staff this year included the Chinese New Year Festival in February, and a play staged by Travellers in the Lurgan area.

Section 5: Communication

- 5.1 The Department's Corporate Plan, the new Balanced Scorecard and all other strategies published contain a commitment that policies developed as a result of any implementation or action plans will take full account of our Section 75 obligations.
- 5.2 In 2006/07 the Department completed an informal targeted consultation on its draft Customer Strategy. Closely based on the Northern Ireland Civil Service Customer Service Principles, the Strategy sets out standards for quality of service including a generic complaints procedure. The Department consulted with its staff, the Northern Ireland Public Service Alliance, Disability Action, NICEM, Travellers Movement NI, Age Concern and NICVA. The Department also consulted with a range of its customers and stakeholders. The draft Strategy was well received and the responses helped to ensure that the final document reflected the views of the consultees. The Customer Strategy was approved by the Departmental Board in February 2007.
- 5.3 The Equality Unit continues to communicate with Heads of all branches and Divisions in the Department regarding the statutory equality duty. The Unit is the central point of contact on equality issues, offers advice on good practice and provides guidance where required. Meetings are held regularly with branches conducting screenings or Equality Impact Assessments throughout the process to ensure these are completed in line with statutory guidance. Another avenue of communication within the Department on Equality, Good Relations and other associated issues is through the Cross Divisional Strategy Forum, which has been mentioned in detail at paragraph 1.5.

- 5.4 The Department's Annual Progress Report to the Equality Commission is circulated to all staff via our Intranet facility, and is available to the public on the Department's website.
- 5.5 The Department's internal intranet system continues to be used as a vehicle to inform staff about important events, for example, the Chinese New Year festival programme, and the Anti-Racism Awareness Week campaign.

Section 6: Data Collection and Analysis

- 6.1 The Department, in common with practice elsewhere in Government, does not monitor for political opinion or sexual orientation for any of its programmes or services.
- 6.2 An equality monitoring update showing occupancy figures for the Department's programmes as at 31 March 2007 is attached at Annex 2. The Department regularly published figures on programme occupancy/service uptake by the equality dimensions of gender, community background, and religion in its Labour Market Bulletin (available on the Department's website www.delni.gov.uk) and also publishes more detailed equality figures on the website from time to time.
- 6.3 The Department continues to develop data collection and monitoring systems in line with the statutory equality duties. The following paragraphs provide further details from a selection of business units.

Programme and Product Management and Development Branch

- 6.4 Equality monitoring systems were introduced following the full Equality Impact Assessment completed in 2004 on the two mandatory New Deal programmes. Monitoring is carried out on New Deal for 18 – 24 year olds, New Deal 25+, New Deal for Lone Parents and New Deal for Partners. Data is collected and analysed by Section 75 category on a yearly basis and compared with the previous year. The purpose is to review both participation and outcomes (those who found work within 3 months of leaving the programme) across Section 75 groups. Quarterly statistical bulletins on New Deal for 18-24 year olds, and New Deal 25+ are published on both the DEL website and internal Intranet site. The most recent available statistics show, for example, that the participation of

people with a disability on New Deal 18-24 has increased from 4% in 1998/99 to 8% at the end of March 2007. The same statistics also show that there is little change in the percentage of people on the New Deal programmes from minority ethnic groups over this same time period.

Management Development Programme

6.5 Management Development Branch continues to monitor all programme participants and applicants in respect of Section 75. The information is regularly reviewed and quarterly returns made to Research and Evaluation Branch in respect of Business Education Initiative and Graduate Management Internship Programme for this past year.

Existing Managers

6.6 The Management and Leadership Development Programme is targeted at private and voluntary sector practising managers. As such it is available to all Section 75 categories, provided that applicants are in an existing management position and their employer supports their application.

Further and Higher Education

6.7 The Department monitors equality statistics for 7 out of the 9 Section 75 Categories in the NI Further Education (FE) Sector. Between 2000/01 and 2005/06 (latest available data) there has been a narrowing of the gender gap, with Females comprising 60% of enrolments in 2005/06 as opposed to 64% in 2000/01. The Community Background breakdown has remained consistent through this period with a slight majority of 'Catholic' (6% more than 'Protestant') enrolments. There has been a 29% increase in the number of students reporting a disability between 2000/01 and 2005/06 attending the NI FE Sector. The number of 'non-white' ethnicity respondents attending NI FE Institutions has trebled (688 to 2014)

between 2001/02 and 2005/06 (information for 2000/01 is not available due to concerns regarding coding issues). There remains a broad spectrum of age groups participating in FE with a 5% increase in those aged under 19 attending between 2000/01 and 2005/06. The number of students reporting having dependants decreased by 17% during the same period. The marital status categories have seen an increase in the proportion of 'single' students (from 45% in 2000/01 to 59% in 2005/06).

6.8 With regard to Higher Education Institutions in NI, data is also collected on the same 7 out of nine Section 75 categories, although information on dependants and marital status is only available from 2004/05 onwards. The gender split has remained constant between 2000/01 and 2005/06 with a female majority of 61%. Of those of known religion in 2005/06, 55% report they were Roman Catholic and 42% Protestant. The number of mature students (25+) has risen by 14% between 2000/01 and 2005/06. There has been a significant increase during this period of 'non-white' students – almost 97%, although the numbers themselves are quite small. The amount of 'disabled' enrolments have increased by 69% between 2000/01 and 2005/06. Baseline statistics for marital status and dependants are not available but in 2005/06 the dominant categories in each variable were 'single' (83% of known marital status) and 'no dependants' (90% of known dependant status).

6.9 The Essential Skills programme commenced in NI in September 2002 and the comparative equality statistics for the 2002-03 and 2005-06 academic years are as follows: Males constituted the majority of enrolments (51%) in 2002-03 with a slight shift toward Females (54%) by 2005-06. A 'Catholic' majority of 8% over Protestants in 2002/03 shifted to a 3% 'Protestant' majority in 2005/06. There has been a large proportionate increase in the number of students with disabilities enrolling on Essential Skills courses - more than doubling between 2002/03 and 2005/06. 'Single' was the

dominant marital status in 2005/06 although the response rate for this variable is low. In terms of ethnicity, the data suggests there has been a decline in the numbers of 'non-white' enrolments between 2002-03 and 2005-06 although again coverage is poor. There appears to be a growing reluctance for learners to disclose information regarding ethnicity.

Research

6.10 The Department set up its own internal Research Steering Group (RSG) in 2004. In 2006 the RSG was subsumed into the Cross Divisional Strategy Forum (CDSF) – see paragraph 1.5. The CDSF is chaired at Deputy Secretary level and meets 2 -3 times a year. Membership includes Heads of Divisions within the Department. This enables research to be planned, co-ordinated and linked to the Priorities for Action set out in the Department's Corporate Plan.

Research Agenda

6.11 The Department, within its Corporate Plan for the period 2005-2008, recognises that access to high quality, up to date research is an essential ingredient in both shaping and delivering successfully upon its strategic priorities. In order to ensure that the link between evidence and policy development was strengthened, the Department launched its first Research Agenda in 2004. This set out, for the first time, a number of high level areas where the Department wished to strengthen the available evidence base. It also established how the Department intended managing, financing, procuring and disseminating that research work.

6.12 Since the launch of the first Research Agenda, a significant volume of research has been commissioned. However, the Department's research needs continue to evolve and, in these changing circumstances, the Department launched its second Research Agenda on 8 March 2007,

- identifying the research themes for the period 2007-09. The delivery of this new Research Agenda will be overseen by the Department's Cross-Divisional Strategy Forum, the prime group for making decisions about the policy relevance of research.
- 6.13 The research projects to be taken forward, where relevant, have been required to have due regard for the equality legislation as set out in Section 75 of the Northern Ireland Act and the anti-poverty strategy, Lifetime Opportunities.
- 6.14 Monitoring of the Research Agenda will be undertaken by CDSF on an ongoing basis to assess how effectively the aims of the Agenda are being delivered. Monitoring and management of each kind of research project referred to will be undertaken by Steering Groups, to ensure that each runs according to the Terms of Reference and timescale agreed at the outset. The Agenda will be reviewed in 2008 to ensure that it continues to address and reflect the Strategic research needs of the Department.
- 6.15 The Department is committed to placing its research findings in the public domain. It does this through its website (www.delni.gov.uk) and also through publication of summaries of key research and evaluation findings in the Department's Labour Market Bulletin (online at www.delni.gov.uk/labourmarketbulletin20.pdf).

Survey of Migrant Jobseekers Calling into Jobs and Benefits Offices/JobCentres

- 6.16 In June 2006 a survey was carried out in the Department's Jobs and Benefits Offices and JobCentres to ascertain the level of caller traffic from migrant jobseekers. There was interest in this work from within the Department itself, and also in connection with its role in facilitating the Thematic Group on Migrant Workers which operates under the auspices of

the Racial Equality Forum. The survey covered a two week period, and just over 500 migrant jobseekers were included. Polish nationals accounted for nearly half of caller traffic, with sizeable representation from the Portuguese, Lithuanian and Slovakian communities. The survey only covers those migrant workers who called into the Department's public offices and engaged with staff in June 2006, but it provides an interesting snapshot. Statistics produced from the survey can be viewed at www.delni.gov.uk/labour-market-bulletin-20.pdf

Section 7: Information Provision, Access to Information and Services

- 7.1 The Department is committed to effective communication with the public to ensure that all of its services are fully accessible to all parts of the community. The following paragraphs provide updates on existing services and describe some new initiatives.
- 7.2 Eleven leaflets providing information on the Department's New Deal programmes were translated during the 2006/07 year into Polish, Lithuanian, Portuguese and Ulster Scots. These leaflets are available on the Department's website. Further translations into Cantonese, Mandarin and Irish are currently being considered. Branches are also making increasing use of the Department's Intranet facility to provide translated leaflets that can be printed off for clients as required.

Office of the Industrial Tribunals and the Fair Employment Tribunal (OITFET)

- 7.3 OITFET used the services of interpreters regularly during 2006/07 to facilitate access to the Tribunal services. During the reporting period, interpreters were required for the following languages:-
- Hungarian (3 occasions)
 - Korean (1 occasion)
 - Polish (3 occasions)
 - Portuguese (19 occasions)
 - Tagalog (1 occasion)
- In addition, 4 clients required assistance via Sign Language interpretation to facilitate their participation at a Tribunal.

Employment Rights

- 7.4 The Department constantly reviews and improves how it produces information and guidance on employment legislation. In keeping with its equality agenda, all Departmental publications explaining NI employment rights legislation are offered in alternative formats on request. Work began during the year on a new “Your Rights at Work” guide, which summarises the main employment rights available to all workers, including migrant workers. The guide will be published during summer 2007 and will be available in Polish, Portuguese, Lithuanian and Cantonese. Two other employment-related leaflets have also been translated into the most popular languages and added to the website – “Advice for Workers Seeking Employment in the UK” in Lithuanian, Polish and Portuguese, and “Frequently Asked Questions for Work Seekers” in Lithuanian, Polish, Portuguese, Russian and Tetum.
- 7.5 The Department is responsible for regulating the conduct of the recruitment sector in Northern Ireland under the Employment (Miscellaneous Provisions) (NI) Order 1981 and subsequent Regulations. It has produced guidance explaining the rights of workseekers in Polish, Portuguese, Russian, Lithuanian and Tetum. The Department’s website contains a dedicated section on employment agency and business regulation and enforcement. As well as a range of guidance material, this online resource includes a complaints form which enables members of the public to submit complaints about employment agencies and businesses to the Department for further investigation.
- 7.6 During 2006/07, the Department engaged local stakeholders on proposals to amend employment agency law and guidance to better protect vulnerable workseekers, such as migrant workers. The proposals include amending the law to ensure workseekers can legally withdraw from paid-for services offered by agencies, such as transport or accommodation,

without suffering detriment. The Department, with colleagues in Great Britain, also aims to issue guidance to migrant workers before they leave their home countries, so they can better assess their ability to repay loans offered by employment agencies.

- 7.7 The Department works closely with the Department for Trade and Industry in London on the content of its guidance material and organisations such as the Citizens Advice Bureaux in NI for their distribution. It has also developed links, including arrangements for sharing information, with other enforcement authorities including the Department of Enterprise, Trade and Employment in Dublin and the UK-wide Gangmasters Licensing Authority (GLA).

Disablement Advisory Service

- 7.8 The Department provides funding through the Access to Work programme for the provision of sign language interpreters to provide assistance to clients at job interviews. This programme also allows for the provision of interpreter support to enable people to carry out the normal activities of their employment.

Further Education Additional Support Fund

- 7.9 This Fund helps Further Education colleges to meet the cost of providing technical or personal support to students with disabilities, for example, provision of sign language interpreters to students with hearing difficulties.

Meetings with Section 75 Group Representatives

7.10 During the year, Departmental officials continued to meet with representatives of S75 groups to discuss specific issues regarding our service provision.

7.11 The JobCentre/Jobs and Benefits Office network in particular has continued to build upon the working relationships, contacts and partnerships with groups throughout the community/voluntary sector that have been established over the past few years. Some of these are detailed below:-

7.12 Bangor JobCentre is represented on the North Down Local Strategy Partnership, and in an effort to enhance relationships within the local community and raise its profile, the JobCentre has been operating community outreach facilities within Rathgill and Whitehill Community Centres. Staff attend the Centres to provide a full overview of JobCentre services and to provide assistance and deal with queries. Newtownards JobCentre continues to be a member of Ards District Migrant Workers Forum.

7.13 The Community Liaison Officer at Shaftesbury Square Jobs & Benefits Office has established links with many minority ethnic representative groups and also other community groups. Some of those organisations involved are:-

Belfast Islamic Centre
Multicultural Resource Centre
NICEM
An Droichead
Chinese Welfare Association
Polish Welfare Association

Ballynafeigh Community Development Association
Donegall Pass Community Centre
Finaghy Community Centre
South Belfast Male Care
St John Vianney Youth Club
Windsor House Job Clinic
Women's Information Group

- 7.14 A Stakeholders Event was held in Shaftesbury Square Office on 28 March 2007. All community contacts were invited to the event in order to provide information about the Frontline Services Review and the Pathways initiative within South Belfast.
- 7.15 Limavady Office participated in 3 information evenings arranged specifically for members of minority ethnic communities and migrant workers by their local Borough Council. Interpreters were present at these events, held in Limavady, Dungiven and Ballykelly, to disseminate information to attendees about JobCentre services. In addition, Limavady Office also produced its own information leaflet in Russian, Polish and Latvian for the benefit of clients attending the office.
- 7.16 The Manager of Newry Office gave a presentation on jobsearch activity at an Eastern European Event organised in Newry. The office was also represented at an International Community Group Meeting which involved other public and charitable organisations all with an interest in improving services to non-nationals.
- 7.17 Lurgan Jobs and Benefits Office established formal liaison with local community and voluntary groups, including representatives of the Craigavon Travellers Group. Craigavon Travellers invited both the Jobs and Benefits Office Manager and her Social Security Counterpart to a play

- they staged to raise awareness of Traveller culture amongst the public sector.
- 7.18 The Manager of Magherafelt Office took part in the consultation on the area's local Community Plan, which involved discussion on the equality issues affecting people in the district. Armagh Office is represented on an Inter Agency Group including representatives from the community and voluntary sector which have an interest in minority people, including Travellers and those with disabilities.
- 7.19 The Banbridge Office, along with Social Security Agency colleagues, meet twice a year with local Voluntary and Community Groups to share good practice, discuss new procedures and discuss how best to deliver good customer services as part of a community outreach approach.
- 7.20 Ballymena JobCentre continues to work with the Ballymena Ethnic Minorities Project to support the needs of migrant workers in the Borough. The office is represented in the Inter Agency Ethnic Support Group and has recently been asked to sit on the Board of the project in an advisory capacity. Feedback on the Welcome Pack compiled and distributed by the partners in this group has been very positive and new arrivals have found it helpful.
- 7.21 A client information leaflet, for people whose first language is not English, is available in print form in Chinese and Portuguese and can be printed from the Department's Intranet site in Czech, Irish, Spanish, Lithuanian, Polish, Russian and Slovak as required. Two other leaflets which cover the services offered by Jobs and Benefits Offices to employers and in the case of redundancy can also be translated on request.

European Employment Services (EURES)

- 7.22 The EURES Section continues to provide a service to Migrant Workers arriving in Northern Ireland. Phase 1 of Web Services was introduced in late 2005, linking the NI employment service website www.jobcentreonline.com to the European Employment Services (EURES) portal www.eures-jobs.com. This facility provides access to all of the public employment service vacancies throughout the EU, improving the service provided to both migrants and NI Nationals.
- 7.23 To mark the European Year of Workers' Mobility and to launch Phase 2 of Web Services the European Employment Services (EURES) and the Department held official launches in Newry, Londonderry and Belfast during May/June 2006. Self Service kiosks which are located in all of the 35 Jobs & Benefits Offices/JobCentres in Northern Ireland now have access to ALL vacancies advertised in the Public Employment Services of the 28 countries of the European Economic Area.
- 7.24 Two EURES booklets - 'Living and Working in Northern Ireland' and the accompanying 'Frequently Asked Questions' – were made available in Polish, Lithuanian, Latvian, Slovak and Czech during the reporting period. The intention is to provide information to (potential) Migrant Workers before they leave their country of origin. These leaflets are distributed as widely as possible in Europe, and are available on the DEL website and also the EURES website. Jobs and Benefits Offices and JobCentres also hold copies for distribution.

Migrant Workers

- 7.25 Since accession of the 8 countries to the European Union in 2004, the number of migrant workers arriving in Northern Ireland has increased dramatically. During the following two years government departments

actively addressed migrant worker issues primarily on an individual department basis and the voluntary and community sector played a key information and advice role as well as providing for those migrant workers who had no access to government services. In 2005 it was recognised that migrant worker issues were significant and required a co-ordinated approach to be adopted.

7.26 As a result, a Migrant Workers Thematic Sub-Group of the Racial Equality Forum, chaired by the Department with membership representative of all NI Departments, relevant UK Departments and key statutory and non-governmental organisations was established in June 2006. The group developed a draft Strategy and Action Plan which are designed to be adaptable to changing situations and will be reviewed annually. Four main strands of required action were identified:-

- Employment Inspection and Enforcement
- Information
- Developing Best Practice
- Research and Data Gathering

These actions should not only address any service and/or information gaps but will also support and influence future policy and planning.

7.27 In February 2007 a Migrant Workers Branch was established by the Department specifically to facilitate the group and co-ordinate its work. In parallel all NI Departments and relevant government organisations continue to have discrete responsibility for issues within their existing business areas which impact on migrant workers.

Careers & Guidance Services

7.28 The Department's Careers Service currently has a contract with Sensory Learning Support to provide communication support through provision of British Sign Language/Irish Sign Language to young people on the Jobskills programme, with additional interpreter services being bought in as required to enhance delivery of their service provision.

Information and Communication Technology (ICT)

7.29 During the year all the Department's websites have been developed or redesigned to ensure they comply with the WC3 Double A (AA) accessibility standards which demands compliance with all priority 1 and 2 guidelines of the W3C Web Content Accessibility Guidelines.

7.30 The Office of the Industrial Tribunals & Fair Employment Tribunals (OITFET) website was enhanced to provide tribunal decisions to the public online. This is an alternative delivery channel as members of the public can still visit the tribunal office to view hard copies of decisions.

Translation and Interpretation Services in JobCentres/Jobs and Benefits Offices

7.31 The Department continued to operate its agreed policy with the Social Security Agency to ensure that customers from a minority background whose first language is not English have access to translation and interpretation facilities. Staff in Jobs & Benefits Offices and JobCentres have access to a telephone interpreting service which provides a 3-way telephone only interpreting service. Face-to-face interpreters and the facility to translate documents were also made available when required.

The table below provides an indication of the different languages each Office dealt with during the reporting period:-

Jobs and Benefits Office/JobCentre	Language
Antrim	Polish, Sign Language
Armagh	Polish
Ballymena	Polish, Portuguese
Banbridge	Latvian, Polish, Czech
Carrickfergus	Polish
Coleraine	Polish, Mandarin, Cantonese, Lithuanian
Cookstown	Polish, Portuguese, Latvian, Czech
Dungannon	Latvian, Portuguese, Russian, Polish, Lithuanian, Tetum, Indonesian, Slovakian, Spanish, Hungarian, Somali, Tigrinian, Spanish, German, Czech
Enniskillen	Polish, Slovakian
Foyle	Farsi, Czech
Hollywood Road	Cantonese, Polish, Slovak
Kilkeel	Lithuanian, Polish
Knockbreda	Mandarin, Portuguese, Lithuanian, Chinese, Cantonese
Larne	Polish
Limavady	Czech
Lisburn	Cantonese
Lurgan	Latvian, Polish, Portuguese, sign language
Magherafelt	Portuguese, Polish, Latvian, Czech
Newcastle	Polish, Slovak
Newry	Czech, Italian
Newtownabbey	Czech
Omagh	Portuguese, Lithuanian, Slovak, Polish, Czech, Hungarian
Portadown	Portuguese, Polish, Russian, Czech, Lithuanian, Latvian, Tetum
Shaftesbury Square	Portuguese, Mandarin, Slovakian, Chinese, Spanish, Czech, Polish, German, Russian, Arabic, French

Section 8: Complaints

- 8.1 The Department's Equality Scheme identifies clearly the complaints process should an individual believe 'that she or he has been directly affected by a failure on the part of the Department to comply with the Scheme'. To supplement this the Department has produced guidelines for investigating a complaint under Section 75 and this is attached at Annex 2.
- 8.2 It is important to note that this complaints procedure relates only to those complaints that have been confirmed as Section 75 complaints i.e. where the Department is considered to be in potential breach of its Equality Scheme. A separate complaints procedure exists within the Department to deal with other types of complaints received.
- 8.3 The Department's Section 75 complaints procedure is managed by the Equality Unit within Strategy and Equality Branch. This central position ensures that complaints received can be channeled to appropriate business areas efficiently, enabling effective and satisfactory resolution.

Complaints received and resolved

- 8.4 No complaints were received during the period of this report.

Section 9: Consultation and Engagement

9.1 The Department continues to ensure that all policies which may have an impact on equality of opportunity are subject to consultation and that consultations are timely, open, inclusive and meaningful. The Department is committed to giving proper weight to all the views and evidence presented by organisations and individuals.

9.2 In line with commitments given in its Equality Scheme the Department will consult relevant organisations:

- When formulating new policies or before submitting proposals for legislation.
- When assessing the impact of existing policies, programmes and services on equality of opportunity.
- When setting priorities for the programme of impact assessments.

9.3 This year Employment Rights Branch officials have engaged in face to face dialogue with the main representatives of employers and employees. The Department undertook discussions with the CBI, Federation of Small Businesses, NIC.ICTU and the Labour Relations Agency concerning various legislative proposals and employment rights issues.

9.4 The Branch has continued to engage with the recruitment sector representative body and migrant workers' representatives concerning legislation governing employment agencies and the Department's role in resolving workers' complaints about mistreatment. In addition it has developed relationships with other key enforcement bodies in this area, such as the Gangmasters Licencing Authority and the Department for Enterprise, Trade and Employment in the Republic of Ireland.

- 9.5 Consultations on Equality Impact Assessments carried out within the Department are issued, or availability is notified, to all those on the Section 75 consultation list, as well as advertised in the main newspapers. In addition they are posted on the Departmental website at www.delni.gov.uk with past consultations held in archive. All Departmental consultations including Equality Impact Assessments are also notified to the NICS-wide consultation website for publication at www.consultationni.gov.uk
- 9.6 The Department reviewed its Section 75 consultation list in January 2007. Consultees were asked if they wished to remain on the list, if so to declare any business areas in which they had a specific interest or if they wished to receive all the Department's consultations, and also their preferred method of receiving consultations, for example, by post or email. The review of the consultation list was advertised in the three main daily newspapers, seeking interested groups or individuals who may wish to be added to the consultation list. These advertisements attracted only 3 new enquiries.
- 9.7 Staff involved in the EQIA or screening processes are encouraged to involve representative groups at the very early stages. This informal consultation has proved to be beneficial particularly when it comes to the preparation of formal consultation documents. There is evidence that early informal consultation not only informs policy development but it also provides for more effective working relationships with representative groups.
- 9.8 Outside of the formal consultation process the Department's Equality Unit staff continue to engage directly with Section 75 representative groups and voluntary and community sector organisations.

Roma EDEM Project

- 9.9 The Equality Commission joined with NGOs and statutory equality and human rights bodies from 5 EU countries in an initiative which advocates the integration and equal treatment of Roma and Travellers in education and employment. This project commenced in 2005 for a two year period.
- 9.10 The Department continued during 2006-07 to be represented by Equality Unit staff on the steering group established to take the Project forward in Northern Ireland. Other members include An Munia Tober, Traveller Movement (Northern Ireland), the Forum for the Education of Traveller Children, Save the Children and the Department of Education. In accordance with the terms of reference for the project, a second seminar focusing on employment, training and access to further and higher education, 'Ensuring Equality of Opportunity in Practice', was held at the Wellington Park Hotel on 8 November 2006. The event was attended by staff from relevant business areas within the Department. June Ingram, the Department's Racial Equality Champion at the time was one of the guest speakers. In addition to the work undertaken on the Roma EDEM project, the Department convened two separate meetings with An Munia Tober representatives during the year. The topics discussed included Traveller participation on the Department's training programmes; and access to the Careers Service and Further Education provision. The Department will continue to engage with An Munia Tober to improve partnership working particularly in regard to Further Education provision.

Engagement with Lone Parents

- 9.11 The Department is testing a new and innovative approach to engaging Lone Parents with the employment services available specifically for them.

- 9.12 As part of the Pathways to Work for Lone Parents Project the Department has seconded 2 staff from the voluntary sector (Gingerbread) to develop and implement an outreach strategy designed to encourage unemployed lone parents to find work or to access training. These Local Development Officers will engage directly with lone parents in local and community settings about the range of employment and work-related training options available to them. They will promote DEL services and encourage lone parents to speak to personal advisers in Jobs & Benefits Offices with a view to increasing participation in work-related activity by the client group.
- 9.13 The Department views this as potentially a more effective approach to engaging with this client group than traditional marketing techniques. The credibility of voluntary sector staff together with their knowledge of the client group and the range of non-DEL services available have the potential to add value to the Department's other programmes and services for lone parents.
- 9.14 Secondments will be for one year initially with the possibility of extension for a second year.

Careers Service – Social Inclusion Policy

- 9.15 The Careers Service has introduced a Social Inclusion policy with a focus on addressing the needs of young people and adults who are facing or vulnerable to, social exclusion and effective stakeholder engagement is in place, at a local level with many organisations in the section 75 representative groups. For example:

Action Mental Health
Alltnagelvin Hospital School
An Munia Tober (EOTAS Project for Travelling Community)
ASBAH

Autism NI (PAPA)
 Barnardos
 Causeway HSS Trust
 Cedar Foundation
 Craigavon Area Trust, Hearing Impairment Unit
 Disability Action
 Disablement Advisory Service
 Drake Music Project
 Derry Travellers Support Group
 Dr B's Kitchen
 Fleming Fulton School
 Learning Disability Team – Social Services
 Leaving and Aftercare Team (LACT)
 Looked After Children in Education (LACE)
 Living Room Project
 MENCAP
 Multi Agency Transition Forum Ballymena
 Mulholland Aftercare Services (Belfast)
 Nexus
 Northern Ireland Probation Service
 North West Centre for Learning & Development
 Orchardville Society
 Pavee Point Travellers Project
 Royal National Institute for the Blind (RNIB)
 Royal National Institute for the Deaf (RNID)
 Reach Across (cross-community youth group)
 Rainbow Project
 Rathmore Education Guidance Centre
 Sensory Learning Support Services
 Sandel Centre Coleraine
 SELB Sensory & Visual Support
 Transition Office, Foyle Health Trust
 Transition Officers BELB, NEELB, SEELB, SELB and WELB
 Transitions Steering Groups (Omagh, Enniskillen, Armagh & Craigavon)
 Travellers Group
 Triangle Training
 Triangle Housing Association
 Ulster Supporters Employment (USEL)
 Voice of Young People in Care (VOYPIC)

9.16 In addition, careers posters have been produced in the following languages – Portuguese, Latvian, Irish, French, Polish.

Section 10: The Good Relations Duty

10.1 Sections 7 and 9 already contain examples of steps taken to progress the good relations duty throughout the year. The following paragraphs describe some additional examples.

Equal Programme (EU)

10.2 The Department implements the European funded EQUAL Community Initiative Programme in Northern Ireland. There is a total of €11m (£7.5) available for the two rounds of the programme which runs until 2008. The EQUAL Community Initiative Programme seeks to identify and address fundamental forms of discrimination and inequality in the labour market through the development of new and innovative practices which it is hoped will be adopted into mainstream provision. Delivery of EQUAL is through local Development Partnerships (DPs). A unique feature of EQUAL is that DPs are required to have at least two trans-national partners from other Member States in order to disseminate practical ways of mainstreaming good ideas and best practice.

10.3 The Development Partnerships selected for EQUAL funding address the barriers experienced by disadvantaged groups in accessing opportunities in the labour market.

10.4 The Managing Authority for the EQUAL Programme (European Unit, Department for Employment and Learning) is continually seeking to disseminate the outcomes and successes of EQUAL in Northern Ireland. On the 18th June 2006 a mainstreaming/dissemination event was held in the Wellington Park Hotel to showcase the achievements of EQUAL to date and to launch the EQUAL Northern Ireland Project Directory which provides a complete listing of all the Development Partnerships funded

under both calls of EQUAL. The EQUAL Project Directory is available on www.equalni.org.

- 10.5 The Northern Ireland Equal Managing Authority also proposes to establish a Policy Forum on diversity management in the workplace. The Forum working under the title “**Equalising the workplace – Diversity in action**” will bring together a range of stakeholders from across Europe, the majority of whom will not be participants in the Equal Programme, to consider the range of achievements in the field (of Equal Projects), to transfer the learning and good practice identified, and to explore how such learning can be best integrated into policy and practice at Member State & Commission levels and beyond. The Policy Forum will take place from 27 to 30 November 2007 in the Wellington Park Hotel. Preliminary meetings have already taken place in preparation for the event.
- 10.6 As a prelude to the Policy Forum the Managing Authority will host an exchange event in Belfast as part of the European Union of Supported Employment Conference (EUSE). EQUAL Development Partnerships that have been working on the themes of diversity and empowerment in 20 different Member States will come together at the Waterfront Hall on 13 June 2007. They will be joined by representatives of Managing Authorities and National Support Structures and together the 120 delegates will seek to develop the messages to be presented to a Policy Forum.

Programme for Building Sustainable Prosperity (EU)

- 10.7 Another EU programme the Department implements is the European Social Fund element of the Programme for Building Sustainable Prosperity (PBSP). Under the Employment Priority of this programme, equality of opportunity issues are specifically addressed under the Advancement of Women Measure, for which there was a total of £6.4m

available under the recent call for this measure. Under this Measure, 31 women's groups support the participation of women in the labour market. These projects aim to prevent social exclusion and promote inclusion of those women already at the margins of the labour market due to eg age, disabilities, religious affiliation, marital status, those with dependants, and ethnic origin.

Reconstitution of the Governing Bodies of the Further Education (FE) Colleges

10.8 During the year, the Department ran competitions to reconstitute the governing bodies of the further education colleges in advance of a series of mergers which took place on 1 August 2007. In an attempt to increase the numbers of under-represented people, including members of ethnic minorities, the Department enlisted the help of a range of representative bodies to distribute information packs and to raise the profile of the competition amongst their membership. Advertisements were also placed in the local and regional press and a radio slot arranged to ensure a broad geographic and demographic spread.

10.9 However, the outcome of these efforts was disappointing, with no governors from an ethnic minority background appointed. The Department will consider, for the next round of appointments in 2011, whether there are other means by which these appointments can be made more attractive to members of these under-represented groups.

Cultural Diversity and Good Relations in Further Education (FE)

10.10 In 2003, the Department funded three Cultural Diversity pilot projects in the Northern Ireland Further Education (FE) sector, to promote "Cultural Diversity / Good Relations". These pilots encouraged students and staff

from differing identities, backgrounds and traditions to develop trust, understanding and mutual respect in every aspect of college life.

10.11 The Department has decided to support the dissemination and roll out of Cultural Diversity/Good Relations best practice, identified through the pilots, across the FE sector. Dissemination includes:

- detailed information about current and prospective students from minority ethnic groups;
- the engagement of students and representatives from groups reflecting a wide range of cultures and traditions in the development of “whole-College” policies on good relations;
- the introduction of codes of good practice and induction programmes for students and staff, focused on cultural diversity; and
- the review of marketing and promotional materials, including prospectuses, to ensure that they portray, and are effective in recruiting, a diverse group of students.

10.12 Colleges are expected to review the impact of the dissemination programme on students, staff and policies/practices, and mainstream these initiatives from September 2007.

10.13 The Department has engaged consultants to consider race and ethnicity attitudes and behaviours within the FE sector and, to generate practical suggestions as to how emerging issues might be addressed at both a local and regional level. This project involves the collection of data on racially-motivated incidents, a review of existing policies and procedures, and the

consideration of suitable mechanisms for the reporting and recording of any such incidents in the FE sector. Key to the project is engagement with representative groups, students, staff, and trades unions.

10.14 At the request of the Association of Northern Ireland Colleges (ANIC), the Department has also commissioned a scoping exercise, to determine the extent of homophobia in the sector and, in doing so, to provide an indication of the level of further research which might be required.

10.15 The outcome of both research projects will inform the continued dissemination of Cultural Diversity/ Good Relations policy and practice, within the Northern Ireland FE sector.

Cultural Diversity and Good Relations in Higher Education Institution (HEIs):

NUS/USI Promoting and Managing Diversity in Tertiary Education Advisory Group

10.16 The Department is represented on the National Union of Students/Union of Students in Ireland (NUS/USI) "Promoting and Managing Diversity in Tertiary Education" Advisory Group. This Group provides a forum for representatives from the HE, FE and Community Sectors to advise on the development of community relations and equality work in the tertiary education sector.

HEI Joint Initiatives - Good Relations Audit

10.17 During 2005/06, a Research Assistant was appointed by the Higher Education Equality Consortium (HEEC) to assist in conducting a Good Relations Audit at the University of Ulster, Queen's University Belfast, Stranmillis University College, St Mary's University College and the Open University. The fixed-term post is jointly funded by the HEEC, drawn from

one-off sum allocated to the sector by the Department, for collaborative work on the statutory duties at the time that HEIs were designated as public authorities.

10.18 The HEEC has held regular meetings with the appointed research assistant to progress work in this area. This partnership approach included sharing good practice across the Higher Education Institutions and the development of a generic questionnaire to facilitate a comprehensive analysis of the state of relations at each institution. The members of the Consortium also continued to liaise on other areas of Section 75 work to share good practice.

10.19 The objectives of the good relations audit are:

- To comply with the university's duty under Section 75 and the commitment made in the Equality Scheme to conduct a good relations audit;
- To assess staff and student perceptions of the state of relations between those of different religious belief, political opinion and racial group at the university;
- To identify examples of current good practice;
- To identify areas for improvement; and
- To make recommendations for progress towards meeting the Section 75 good relations duty.

10.20 A range of methodologies were considered and it was decided that a combination of a generic questionnaire and tailored focus groups would allow a comprehensive analysis of the state of relations at each institution. The use of a generic, wide-ranging questionnaire allowed identification of the main issues at each institution. Following the questionnaire data

analysis, the specific issues arising at each University, College and even campus could be explored in more detail through tailored focus groups.

10.21 The final report containing analysis of the questionnaire results and recommendations to improve good relations is due to be published later in 2007.

ANNEXES

<u>Annex</u>		<u>Reference</u>
1	Complaints Procedure	8.1
2	Equality Monitoring within the Department	6.2
3	Department's Organisation Chart	
4	Policies screened during April 2006 – March 2007	2.8
5	Equality Impact/Monitoring Timetables	3.1

EQUALITY SCHEME COMPLAINTS PROCEDURE

1. If the complaint is a S75 complaint;

- i. Equality Unit will write to the complainant acknowledging receipt of the complaint within 5 days of its receipt in the unit.
- ii. Equality Unit will investigate the complaint and liaise where necessary with the appropriate business areas within the Department.
- iii. Equality Unit will co-ordinate the response to the complainant, if possible within one month of its receipt in the unit.
- iv. In responding to the complainant, Equality unit will advise him/her of the procedure for pursuing the complaint further with the Equality Commission.

2. If the complaint is not a S75 complaint;

- i. Equality Unit will write to the complainant acknowledging receipt of the complaint within 5 days of its receipt in the Unit.
- ii. Equality Unit cannot investigate the complaint and will advise the complainant accordingly, within 2 weeks of receiving the complaint. The Unit will in its letter outline clearly its reasons for not investigating the complaint and will instead notify the complainant of the business area within the Department which will address the complaint and will provide a copy of the Department's wider complaints procedure.

EQUALITY MONITORING OF UPTAKE OF THE DEPARTMENT'S MAIN PROGRAMMES AND SERVICES

Since the introduction of the NI Act (1998) the Department has monitored the uptake of its main programmes and services in terms of community background, racial group, age, marital status, gender, disability and dependants. This monitoring is one way in which Government can keep a check of its own performance, and publication of monitoring results enables public scrutiny. The results of equality monitoring on gender, community background and disability have been published in the Labour Market Bulletin since 2001. The table below reproduced from the December 2006 Bulletin shows the occupancy/enrolments on all of the Department's programmes and services and shows the estimates of the eligible groups for gender, community background and disability. The eligible group is the total number of people eligible to participate in the programme or service. The breakdown of the eligible population by gender, disability and community background is taken from the 2005 Labour Force Survey, which is the most recent annual data available at this time. Not all eligible group figures are available as the data are taken from a sample survey and once the estimated number in a category drops below a certain level (6,000) data are deemed to be unreliable and are not published. Numbers exceeding 6,000 are also subject to sampling error.

The Department will continue to collect data on and monitor the occupancy of its main programmes and services in order to ensure that all of these are delivered on the basis of equality of opportunity and will continue to publish the results in the Labour Market Bulletin. For further information contact:

Research and Evaluation Branch
Telephone: 02890257734
E-mail: reb@delni.gov.uk

Table 1: Occupancy and Eligible Group Figures¹

Programme	% Female ²		% Catholic ^{3,4}		% Disabled ⁵	
	Occupancy	Eligible	Occupancy	Eligible	Occupancy	Eligible
Job Brokerage ⁶	29%	49%	46%	65%	6%	35%
Employment Support	34%	49%	43%	49%	100%	N/A
IFI Wider Horizons	43%	40%	69%	50%	N/A	0%
Jobskills ⁷	25%	67%	70%	67%	11%	33%
Jobskills Modern Apprenticeship	25%	42%	60%	62%	1%	29%
New Deal for Disabled People	40%	43%	48%	45%	78%	94%
New Deal 18-24	32%	25%	61%	75%	7%	0%
New Deal 25+	22%	17%	60%	80%	4%	33%
New Deal for Lone Parents	98%	N/A	66%	N/A	3%	N/A
New Deal for Partners	89%	N/A	47%	N/A	0%	N/A
Business Education Initiative	56%	N/A	58%	N/A	100%	N/A
Bridge to Employment	50%	60%	43%	60%	N/A	28%
Walsh Visa Programme	0%	0%	63%	75%	14%	20%
Higher Education (HE) ⁸	61%	N/A	57%	N/A	7%	N/A
Further Education (FE)	56%	N/A	55%	N/A	3%	N/A

Notes

¹The occupancy figures are as @ 31 March 2007 for all training and employment programmes. HE and FE enrolments are taken over the

Full academic year 2005/06.

² Percentages given are of the total number with stated gender.

³ Percentages for community background/religious composition exclude those not classified as either Protestant or Catholic. The

Accepted convention, which is followed in this table, is to give the percentage in [square brackets], except where specifically indicated.

Protestant and Catholic percentages will thus sum to [100%]. Community Background information is not mandatory for training and employment programmes.

⁴ For HE and FE, information on religion is not a mandatory question and it is only collected for NI domiciled students studying at NI institutions which contributes to high response rates.

⁵ Disability in HE and FE is collected on the basis of self-assessment by each individual student while those on training or employment schemes are given the DDA definition of disability and asked to determine if they are disabled under this definition. Disability information is not mandatory for training and employment programmes and is only input when the client declares a disability.

⁶ Eligible Group figures for Job Brokerage include only those who are ILO unemployed or economically inactive but who would like a job. The Job Brokerage service is also available to those who are employed but fewer will take up the service.

⁷ Excludes Jobskills Modern Apprenticeships.

⁸ HE figures refer to enrolments at NI HE institutions. HE data for 7 of the 9 Section 75 categories are now published on the DEL website:

<http://www.delni.gov.uk/index/publication/pubs-stats/statistical-fact-sheets.htm>

Table 2: Occupancy and Eligible Group Figures - Age¹

Programme	% 16/17		% 18-24		% 25-49		% 50+	
	Occupancy	Eligible	Occupancy	Eligible	Occupancy	Eligible	Occupancy	Eligible
Job Brokerage ²	1%	0%	41%	26%	47%	54%	12%	19%
Employment Support	0%	1%	17%	9%	73%	50%	10%	40%
IFI Wider Horizons	0%	N/A	91%	N/A	9%	N/A	0%	N/A
Jobskills ³	66%	N/A	0%	N/A	0%	N/A	0%	N/A
Jobskills Modern Apprenticeship	8%	10%	0%	90%	0%	0%	0%	0%
New Deal for Disabled People	0%	0%	12%	6%	63%	48%	25%	46%
New Deal 18-24	0%	N/A	96%	N/A	4%	N/A	0%	N/A
New Deal 25+	0%	N/A	0%	N/A	75%	N/A	25%	N/A
New Deal for Lone Parents	0%	N/A	33%	N/A	66%	N/A	1%	N/A
New Deal for Partners	0%	N/A	16%	N/A	84%	N/A	0%	N/A
Business Education Initiative	0%	N/A	100%	N/A	0%	N/A	0%	N/A
Bridge to Employment	0%	0%	37%	31%	52%	47%	11%	22%
Walsh Visa Programme	0%	N/A	43%	N/A	57%	N/A	0%	N/A
Higher Education (HE) ⁴	0%	N/A	62%	N/A	33%	N/A	4%	N/A
Further Education (FE) ⁵	25%	N/A	26%	N/A	34%	N/A	10%	N/A

Notes

¹ The occupancy figures are as @ 31 March 2007 for all training and employment programmes. HE and FE enrolments are taken over the full academic year 2005/06. FE figures relate to assessed provision only. Age is as @1 July 2005 for FE enrolments

² Eligible Group figures for Job Brokerage include only those who are ILO unemployed or economically inactive but who would like a job. The Job Brokerage service is also available to those who are employed but fewer will take up the service.

³ Excludes Jobskills Modern Apprenticeships.

⁴ HE figures refer to enrolments at NI HE institutions. HE data for 7 of the 9 Section 75 categories are now published on the DEL website: <http://www.delni.gov.uk/index/publication/pubs-stats/statistical-fact-sheets.htm>

Table 3: Occupancy and Eligible Group Figures - Marital Status¹

Programme	% Single		% Married		% Other	
	Occupancy	Eligible	Occupancy	Eligible	Occupancy	Eligible
Job Brokerage ²	77%	55%	12%	28%	12%	17%
Employment Support	88%	31%	10%	52%	1%	17%
IFI Wider Horizons	N/A	N/A	N/A	N/A	N/A	N/A
Jobskills ³	100%	N/A	0%	N/A	0%	N/A
Jobskills Modern Apprenticeship	99%	N/A	0%	N/A	0%	N/A
New Deal for Disabled People	51%	27%	32%	50%	17%	23%
New Deal 18-24	98%	N/A	0%	N/A	1%	N/A
New Deal 25+	64%	N/A	15%	N/A	21%	N/A
New Deal for Lone Parents	78%	N/A	1%	N/A	21%	N/A
New Deal for Partners	16%	N/A	53%	N/A	32%	N/A
Business Education Initiative	100%	N/A	0%	N/A	0%	N/A
Bridge to Employment	81%	52%	16%	34%	3%	14%
Walsh Visa Programme	100%	N/A	0%	N/A	0%	N/A
Higher Education (HE) ⁴	82%	N/A	15%	N/A	3%	N/A
Further Education (FE) ⁵	70%	N/A	25%	N/A	6%	N/A

Notes

¹ The occupancy figures are as @ 31 March 2007 for all training and employment programmes. HE and FE enrolments are taken over the

full academic year 2005/06. FE figures relate to assessed provision only.

² Eligible Group figures for Job Brokerage include only those who are ILO unemployed or economically inactive but who would like a

job. The Job Brokerage service is also available to those who are employed but fewer will take up the service.

³ Excludes Jobskills Modern Apprenticeships.

⁴ HE figures refer to enrolments at NI HE institutions. HE data for 7 of the 9 Section 75 categories are now published on the DEL website:

<http://www.delni.gov.uk/index/publication/pubs-stats/statistical-fact-sheets.htm>

⁵ Figures for '% married' of FE enrolments also includes '% co-habiting'.

**MONITORING OF DEL FUNCTIONS, SERVICES AND PROGRAMMES BY
SECTION 75 CRITERIA - DISABILITY - MARCH 2007**

	% Disabled	Total
Job Brokerage	6%	21013
Employment Support	100%	891
Wider Horizons	N/A	N/A
West Belfast Job Assist Centres USDT	5%	177
Greater Shankill Job Assist Centres	9%	11
Derry Youth & Community Job Assist Centres	0%	56
Strabane Customised Training Services JSA	0%	15
Jobskills 99 Traineeship	3%	6015
Jobskills 99 Modern Appr	1%	6033
Jobskills 99 Access	35%	1916
New Deal for Disabled	78%	1272
New Deal 18-24	7%	2699
New Deal 25+	4%	2586
New Deal for Lone Parents	3%	645
New Deal for Partners	0%	19
Bridge to Employment	N/A	N/A
The Walsh Visa Program	14%	21
Labour Market Intermediary (North Belfast)	11%	18
Labour Market Intermediary (South Belfast)	8%	66
Labour Market Intermediary (East Belfast)	5%	21
Business Education Initiative	0%	89

Figures show % disabled of overall total on programme

**MONITORING OF DEL FUNCTIONS, SERVICES AND PROGRAMMES BY
SECTION 75 CRITERIA - ETHNIC ORIGIN - MARCH 2007**

	% Non-white	% White European	Total stated
Job Brokerage	3%	97%	20079
Employment Support	0%	100%	891
Wider Horizons	N/A	N/A	N/A
West Belfast Job Assist Centres USDT	12%	88%	163
Greater Shankill Job Assist Centres	0%	100%	11
Derry Youth & Community Job Assist Centres	2%	98%	56
Strabane Customised Training Services JSA	0%	100%	15
Jobskills 99 Traineeship	2%	98%	6015
Jobskills 99 Modern Appr	4%	96%	6033
Jobskills 99 Access	10%	90%	1916
New Deal for Disabled	12%	88%	1144
New Deal 18-24	1%	99%	2698
New Deal 25+	2%	98%	2415
New Deal for Lone Parents	4%	96%	626
New Deal for Partners	0%	100%	18
Bridge to Employment	0%	100%	124
The Walsh Visa Program	5%	95%	21
Labour Market Intermediary (North Belfast)	11%	89%	18
Labour Market Intermediary (South Belfast)	8%	92%	66
Labour Market Intermediary (East Belfast)	0%	100%	20
Business Education Initiative	0%	100%	89

Figures show % white / % non-white of overall total stated on programme. Migrated records have been excluded.

**MONITORING OF DEL FUNCTIONS, SERVICES AND PROGRAMMES
BY
SECTION 75 CRITERIA - GENDER - MARCH 2007**

	% Female	% Male	Total Stated
Job Brokerage	29%	71%	21013
Employment Support	34%	66%	891
Wider Horizons	43%	57%	190
West Belfast Job Assist Centres USDT	42%	58%	177
Greater Shankill Job Assist Centres	82%	18%	11
Derry Youth & Community Job Assist Centres	84%	16%	56
Strabane Customised Training Services JSA	67%	33%	15
Jobskills 99 Traineeship	22%	78%	6015
Jobskills 99 Modern Appr	25%	75%	6033
Jobskills 99 Access	34%	66%	1916
New Deal for Disabled	40%	60%	1272
New Deal 18-24	32%	68%	2699
New Deal 25+	22%	78%	2586
New Deal for Lone Parents	98%	2%	645
New Deal for Partners	89%	11%	19
Bridge to Employment	50%	50%	124
The Walsh Visa Program	0%	100%	21
Labour Market Intermediary (North Belfast)	39%	61%	18
Labour Market Intermediary (South Belfast)	29%	71%	66
Labour Market Intermediary (East Belfast)	52%	48%	21
Business Education Initiative	56%	44%	89

Figures show % female / % male of overall total stated on programme.

**MONITORING OF DEL FUNCTIONS, SERVICES AND PROGRAMMES BY
SECTION 75 CRITERIA - AGE - MARCH 2007**

	% 16/17	% 18- 24	% 18+	% 25- 49	% 50+	Total Stated
Job Brokerage	1%	41%	0%	47%	12%	21013
Employment Support	0%	17%	0%	73%	10%	879
Wider Horizons	0%	91%	0%	9%	0%	190
West Belfast Job Assist Centres USDT	0%	35%	0%	58%	7%	177
Greater Shankill Job Assist Centres	0%	36%	0%	64%	0%	11
Derry Youth & Community Job Assist Centres	2%	38%	0%	61%	0%	56
Strabane Customised Training Services JSA	0%	20%	0%	47%	33%	15
Jobskills 99 Traineeship	62%	0%	38%	0%	0%	6015
Jobskills 99 Modern Appr	8%	0%	92%	0%	0%	6033
Jobskills 99 Access	79%	0%	21%	0%	0%	1916
New Deal for Disabled	0%	12%	0%	63%	25%	1272
New Deal 18-24	0%	96%	0%	4%	0%	2699
New Deal 25+	0%	0%	0%	75%	25%	2586
New Deal for Lone Parents	0%	33%	0%	66%	1%	645
New Deal for Partners	0%	16%	0%	84%	0%	19
Bridge to Employment	0%	37%	0%	52%	11%	124
The Walsh Visa Program	0%	43%	0%	57%	0%	21
Labour Market Intermediary (North Belfast)	0%	44%	0%	39%	17%	18
Labour Market Intermediary (South Belfast)	6%	30%	0%	56%	6%	66
Labour Market Intermediary (East Belfast)	10%	24%	0%	57%	10%	21
Business Education Initiative	0%	100%	0%	0%	0%	89

Figures show % 16/17 / % 18-24 / % 18+ / % 25-49 / % 50+ of overall total stated on programme. Not knowns have been excluded.

**MONITORING OF DEL FUNCTIONS, SERVICES AND PROGRAMMES BY
SECTION 75 CRITERIA - MARITAL STATUS - MARCH 2007**

	% Single	% Married/ Cohabiting	% Widowed/ Separated/Divorced	Total Stated
Job Brokerage	77%	14%	10%	19867
Employment Support	88%	10%	1%	886
Wider Horizons	N/A	N/A	N/A	N/A
West Belfast Job Assist Centres USDT	82%	5%	12%	147
Greater Shankill Job Assist Centres	56%	22%	22%	9
Derry Youth & Community Job Assist Centres	39%	30%	30%	56
Strabane Customised Training Services JSA	47%	40%	13%	15
Jobskills 99 Traineeship	100%	0%	0%	6015
Jobskills 99 Modern Appr	99%	0%	0%	6033
Jobskills 99 Access	100%	0%	0%	1916
New Deal for Disabled	51%	34%	15%	1079
New Deal 18-24	98%	1%	0%	2667
New Deal 25+	64%	17%	19%	2469
New Deal for Lone Parents	78%	1%	21%	608
New Deal for Partners	16%	79%	5%	19
Bridge to Employment	81%	16%	3%	124
The Walsh Visa Program	100%	0%	0%	21
Labour Market Intermediary (North Belfast)	61%	22%	17%	18
Labour Market Intermediary (South Belfast)	80%	5%	15%	66
Labour Market Intermediary (East Belfast)	76%	24%	0%	21
Business Education Initiative	100%	0%	0%	89

Figures show % single / % married/cohabiting / % widowed/divorced/separated of overall total stated on programme.
Others have been excluded.

**MONITORING OF DEL FUNCTIONS, SERVICES AND PROGRAMMES
BY
SECTION 75 CRITERIA - COMMUNITY BACKGROUND - MARCH 2007**

	% Protestant	% Catholic	Total stated	Total other/not known/unstated/ neither/not supplied
Job Brokerage	54%	46%	16021	4992
Employment Support	57%	43%	870	21
Wider Horizons	31%	69%	190	0
West Belfast Job Assist Centres USDT	4%	96%	138	39
Greater Shankill Job Assist Centres	100%	0%	8	3
Derry Youth & Community Job Assist Centres	6%	94%	52	4
Strabane Customised Training Services JSA	13%	87%	15	0
Jobskills 99 Traineeship	30%	70%	1573	4442
Jobskills 99 Modern Appr	40%	60%	2277	3756
Jobskills 99 Access	30%	70%	401	1515
New Deal for Disabled	52%	48%	831	441
New Deal 18-24	39%	61%	2289	410
New Deal 25+	40%	60%	2191	395
New Deal for Lone Parents	34%	66%	503	142
New Deal for Partners	53%	47%	15	4
Bridge to Employment	57%	43%	119	5
The Walsh Visa Prog	37%	63%	19	2
Labour Market Intermediary (North Belfast)	40%	60%	15	3
Labour Market Intermediary (South Belfast)	62%	38%	52	14
Labour Market Intermediary (East Belfast)	39%	61%	18	3
Business Education Initiative	42%	58%	89	0

Figures show % protestant / % catholic of overall total stated on programme.

[Hyperlink to DEL Organisational Chart](#)

DEPARTMENT FOR EMPLOYMENT AND LEARNING
POLICIES SCREENED DURING 1 APRIL 2006 TO 31 MARCH 2007

Title of policy subject to screening	Was the <u>F</u>ull Screening Report or the <u>R</u>esult of initial screening issued for consultation? Please enter F or R	Was initial screening decision changed following consultation? YES/NO	Is the policy being subject to EQIA? YES/NO If yes, indicate year for assessment
<p>NI European Social Fund (ESF) Programme 2007-13.</p> <p>(ESF programme will contribute to reducing the productivity gap between NI and the best performing regions in the UK and beyond by helping to reduce the level of economic inactivity and increasing workforce skills)</p>	<p>F - DFP launched joint consultation from Dec 2006 to March 2007.</p>	<p>No</p>	<p>The Monitoring Committee for the new Programme will be invited to consider the need to complete a full EQIA when it is established in September 2007.</p>
<p>Higher Education (HE) in Further Education (FE) Course Approval</p> <p>(Currently each new HE course to be delivered in an FE College requires approval from the Department. Review of the need for this process)</p>	<p>A consultation document will issue to stakeholders in September with a 12 week consultation period.</p>		
<p>Quality Assurance of HE in FE</p> <p>(The planned introduction of a rigorous quality assurance regime for HE in FE)</p>	<p>A consultation document will issue to stakeholders in September with a 12 week consultation period.</p>		
<p>Foundation Degrees</p> <p>(A review of policy and processes around the development and delivery of Foundation Degrees)</p>	<p>A consultation document will issue to stakeholders in September with a 12 week consultation period.</p>		

<p>HE in FE MaSN (maximum student numbers) (A review of the allocations of full-time HE in FE places to the 6 new Regional Colleges)</p>	<p>A consultation document will issue to stakeholders in September with a 12 week consultation period.</p>		
<p>E-Learning Strategy for the Further Education Sector</p>	<p>R - A pre-Strategy consultation document was issued to a wide range of stakeholders and organisations. All feedback was analysed and used to inform strategy where appropriate.</p>	<p>No</p>	<p>No</p>
<p>Work and Families Regulations and policy (right to request flexible working and changes to paid maternity and adoption leave) (Policy decision-making on flexible working was informed in part by the completion of research which provided useful information on the gender and age categories)</p>	<p>R - A formal consultation was carried out following the completion of the Preliminary Equality Impact Assessment (PEQIA)</p>	<p>No</p>	<p>No</p>
<p>Extension of Dispute Resolution legislation to cover additional employment rights jurisdictions</p>	<p>R - A PEQIA was carried out on the policy and concluded that it would have no adverse differential impact. A formal consultation was carried out following the completion of the PEQIA.</p>	<p>No</p>	<p>No</p>
<p>The Implementation of a Statutory Rule to increase the statutory minimum annual holiday entitlement to include 8 Bank and Public Holidays</p>	<p>R - A PEQIA was carried out on the proposals and concluded that they would have no adverse differential impact. A formal consultation was carried out following the completion of the PEQIA. The consultation document specifically referred to the conclusion drawn in the PEQIA and requested that respondents inform the Department of any differential impacts that they were aware of.</p>	<p>No</p>	<p>No</p>

The Implementation of Primary Legislation to replace existing arrangements for appointments to the Industrial Court	R - The PEQIA was carried out on the policy and concluded that it would have no adverse differential impact. A formal consultation was carried out following the completion of the PEQIA.	No	No
Amendment to the Employment Rights (NI) Order 1996 (to ensure that notification of collective redundancies is made to Government prior to the issue of redundancy notices)	R - A PEQIA was carried out and concluded there would be no differential impact on any Section 75 group. A formal consultation was carried out following the completion of the PEQIA.	No	No
Implementation of the European Directive on the involvement of employees in European Cooperatives	R - A PEQIA was carried out and concluded there would be no differential impact on any Section 75 group. A formal consultation was carried out (by the Department of Trade and Industry on a UK-wide basis) following completion of the PEQIA	No	No
Introduction of Local Employment Intermediary Service (LEMIS)	A PEQIA was carried out and concluded there would be no differential impact on any Section 75 group.	No	No
Mandatory Participation on New Deal 25+ option provision for those aged 50+ and eligible for New Deal (Pilot)	A PEQIA was carried out and concluded there would be no differential impact on any Section 75 group.	No	No
Steps to Work (Pilot)	A PEQIA was carried out and concluded there would be no differential impact on any Section 75 group.	No	No
Pathways to Work for Lone Parents Project (Pilot)	An Information and Awareness Seminar was held for lone parent organisations to explain proposals and take views	No	No

Training for Success (replaces the Jobskills programme)	R - Informal consultations were held with many stakeholders including representative groups during development of the policy. A full consultation document noting initial screening result was issued July 2006	No	This policy will be subject to EQIA after it has been operating a full year when statistics become available
Employment Service Delivery Model (test of new integrated frontline structure for adviser services in 4 Jobs and Benefits Offices which will incorporate services to disabled clients within the adviser structure)	Meeting held with representatives from the Disability Liaison Group in October 2006	No	No
Student Awards(Amendment) Regulations(NI) 2006	Northern Ireland student support regulations maintain parity with UK legislation	No	No
Education(Student Support)Regulations(NI)2006	Northern Ireland student support regulations maintain parity with UK legislation	No	No
Education(Student Loans)(Repayment)(Amendment) (No 2)Regulations(NI)2006	Northern Ireland student support regulations maintain parity with UK legislation	No	No
Education(Student Support)(Amendment)Regulations(NI) 2006	Northern Ireland student support regulations maintain parity with UK legislation	No	No
Education(Student Support)(NI)Order 1998(Amendment)(Further Education Student Tuition Fees)(NI)Regulations 2006	Northern Ireland student support regulations maintain parity with UK legislation	No	No
The Student Fees(Amounts)(Amendment) Regulations(NI)2006	Northern Ireland student support regulations maintain parity with UK legislation	No	No
Education(Student Support)Regulations(NI)2007	Northern Ireland student support regulations maintain parity with UK legislation	No	No

EQIA Timetable: April 2006 – March 2007

Title of policy EQIA	EQIA Stage at end March 2007 (Steps 1-6)	Outline adjustments to policy intended to benefit individuals, and the relevant equality & good relations categories due to be affected.
New Deal for Disabled People	6	These policies were specifically developed to assist people with a disability to obtain employment. There will be no major changes to the policies as a result of the EQIA, however some minor changes will be introduced as regards marketing methods, for example.
Access to Work Programme	6	These policies were specifically developed to assist people with a disability to obtain employment. There will be no major changes to the policies as a result of the EQIA, however some minor changes will be introduced as regards marketing methods, for example.
Job Introduction Scheme	6	These policies were specifically developed to assist people with a disability to obtain employment. There will be no major changes to the policies as a result of the EQIA, however some minor changes will be introduced as regards marketing methods, for example.

2007-08 EQIA Timetable

Title of EQIAs due to be commenced during April 2007 – March 2008	Existing or New policy?	Please indicate expected timescale of Decision Making stage ie Stage 6
1. Curriculum provided in Further Education Colleges, including curriculum for 16-19 year olds.	New	In time to commence implementation from the start of the 2008/09 academic year
4. Careers Education Information, Advice and Guidance Strategy	New	The policy proposals have been screened and no negative impact identified. The policy will be subject to full consultation in Autumn 2007

