

**Public Authority Statutory Equality and Good Relations Duties
Annual Progress Report 2023/24**

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(ECNI Q28)

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

Our Equality Scheme is due to be reviewed again by 31 March 2026.

Signature:

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

It presents our progress in fulfilling our statutory equality and disability duties. This report reflects progress made between April 2023 and March 2024.

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Chapter 1: Summary Quantitative Report

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

1. Number of policies screened (as recorded in screening reports)	Screened In	Screened out with mitigation	Screened out without mitigation	Screening decision reviewed following concerns raised by consultees
1	0	1	0	No concerns were raised by consultees on screening published in 2023/24.
2. Number of policies subjected to Equality Impact Assessment	0			
3. Indicate the stage of progress of each EQIA	Title		Stage	
	N/A			
4. Number of policy consultations conducted	0			
5. Number of policy consultations conducted with screening presented. (See also Chapter 2, Table 2)	0			

Training (ECNI Q24)

6. Staff training undertaken during 2023/24 (see also Chapter 2, Q6).

Course	No of Staff Trained	No of Board Members Trained
Screening Training	0	0
Equality Impact Assessment Training	0	0
Cultural Competency Training	33	0
Role of the Official Solicitor	29	0
Total	64	0

eLearning: Making a Difference

Part 1: All Staff	50
Part 2: Line Managers	4

The above eLearning figures above represent the number of employees who are currently compliant and have completed the modules. There has been a number of staff changes which has included new employees who have completed this module as part of their induction.

Complaints (ECNI Q27)

7. Number of complaints in relation to the Equality Scheme received during 2023/24.

0

The Children's Court Guardian Agency receiving no complaints relating to its Equality Scheme during 2023/24.

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

8. Within the 2023/24 reporting period, please indicate the number of:

Actions completed:	1	Actions ongoing:	4	Actions to commence:	4
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Disability Action Plan (see also Chapter 3) (ECNI Part B Q1)

9. Within the 2023/24 reporting period, please indicate the number of:

Actions completed:	2	Actions ongoing:	1	Actions to commence:	2
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Chapter 2: Section 75 Progress Report (ECNI Q1, 3, 3a, 3b, 23)

- 1. In 2023/24, please provide examples of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved. Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.**

Table 1 below outlines progress to better promote equality of opportunity and good relations¹.

¹ This includes as a result of:

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

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

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

Table 1:

Outline new developments or changes in policies or practices and the difference they have made for specific equality groupings.	
Persons of different religious belief	<p>Professional Standards</p> <p>The Agency has developed Professional Standards to support the Children’s Court Guardians ensuring that children and young people’s voices are heard and their best interested are promoted in the Family Courts. Children and young people were consulted during the development, and have provided an invaluable contribution to the standards based on their experience of our service. Their suggestions and ideas have been incorporated into the following professional standards:</p> <p>Standard 1: Engagement and participation with children and young people Standard 3: Report writing Standard 4: Case Recording</p> <p>Report Templates</p> <p>An audit of report templates which the Children’s Court Guardians use when reporting to the Family Courts took place during 2023/24. The Welfare Checklist section was expanded in terms of the guardian addressing diversity i.e. what makes the child unique, age, gender identity, religion, cultural heritage, and</p>

diversity. In relation to the child's emotional needs the report is to incorporate the child's mental health and wellbeing. The templates were updated in November 2023.

The amendments to the report templates was reinforced by cultural competency training which the Agency arranged for all staff (details below).

Cultural Competency Training

The Agency provided 3 sessions regarding Cultural Competency. These were held on 6 December 2023, 13 March 2024, and 14 March 2024. This training was for all staff. In relation to professional staff, the training allowed for reflection on the meaning of cultural competency, to broaden knowledge and understanding of personal experiences and interpretations of culture, and to ensure children and young people's diversity is addressed as part of the guardian role. We now have an increasingly diverse society and cultural competence is becoming critically important.

The training focused on how we interact effectively with people of different cultural backgrounds. There is a growing demand for support on meeting statutory obligations to improve the accessibility and quality of services for people of all backgrounds.

	<p>The training took the format of an interactive workshop to introduce cultural competence, and aimed to support participants on a journey of experiential learning, exploring aspects of identity, culture, and diversity. A safe space was created where participants could critically reflect on personal bias and its potential impact to practice.</p> <p>The proposed workshop outcomes included:</p> <ul style="list-style-type: none"> ▪ Shared understanding of commonly used terminology ▪ Improved appreciation of cultural diversity ▪ Increased awareness of some cultural competence models and their relevance to the work practice ▪ Reflection on own level of cultural competence ▪ Gaining primary tools for enhancing own cultural competence.
<p>Persons of different racial groups</p>	<p>Cultural Competency Training, Report Templates: As above.</p> <p>Resources</p> <p>Consultation took place with children and young people to update the Agency’s engagement tools About Me and About Court (different versions available for younger and older children/young people). This included updating the suite of characters, ensuring they were reflective of diversity and more inclusive.</p>

These resources are available electronically and in paper form. Mailboxes have now been set up for the receipt of the completed resources and will be saved into case files so that children and young people can access the information at a later date.

An engagement tool for younger children (preschool) and those with learning difficulties, This is Me, has been in development for some time. It had been delayed due to covid but is now in its final stage. A pilot group was involved to test this app and provide feedback in relation to it being user-friendly, inclusive, and meaningful. This resource is available via app and is interactive. A mailbox has been set up to receive this information which will be stored in the child's records.

Children & Young People's Strategy

The Children's Court Guardian Agency has developed a Children & Young People's Strategy. This is currently in draft form pending approval. The strategy will be implemented over the next 5 years by the Senior Leadership Team and the Operational Leadership Team.

The Agency's Strategy for Engagement with Children and Young People is a specific strategy aimed at promoting and enhancing the participation of children and young people in the Agency so we can obtain feedback from children and young people individually, and collectively as a group, to improve our service.

	<p>The development of the strategy involved engagement with children and young people who had used our service. The young people were aged from 14 to 20, some of whom were already members of our Youth Board, and we welcomed young people who attended for the first time to participate with this project. The young people met over two days to share their experiences and views and to contribute to the development of the strategy.</p> <p>The strategy includes objectives which link with actions in the Equality & Disability Action Plans such as expanding on the feedback process and providing arrangements for providing feedback where English is not the first language.</p>
Persons of different age	Resources: As above.
Persons of different genders and gender identities	Cultural Competency Training, Report Templates: As above.
Persons with and without a disability	Resources: As above.

Where changes resulted from screenings, these will be listed in Chapter 6, the mitigation report.

The following changes resulted from EQIAs: The Agency did not undertake any EQIAs during 2023/24.

(ECNI Q4, 5, 6)

2. During the 2022/23 reporting period:

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

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

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

	Yes/No	Details
Corporate/Strategic Plans	Yes	Strategic Plan 2023-28: The Agency has committed to transforming in line with the strategic direction of health and social care services in a
Annual Business Plans	No	

		challenging economic environment. Transformation will be responsive to diversity, demography, changing social work practice, developments in social work practice and structural reform.
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(ECNI Q11, 12, 17)

- 3. Please provide any details and examples of good practice in consultation during the 2023/24 reporting periods, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:**

Please refer to **Table 2** below.

Table 2:

<p>Policy publicly consulted on</p>	<p>What equality document did you issue alongside the policy consultation document?</p>	<p>Which Section 75 groups did you consult with?</p>	<p>What consultation methods did you use?</p> <p>AND</p> <p>Which of these drew the greatest number of responses from consultees?</p>	<p>Do you have any comments on your experience of this consultation?</p>
<p>Equality and Disability Action Plans 2023-28</p>	<p><input checked="" type="checkbox"/> Screening Template</p> <p><input type="checkbox"/> EQIA report</p> <p><input type="checkbox"/> None</p>	<p>Full Section 75 consultation list</p>	<ul style="list-style-type: none"> ▪ Online questionnaire (greatest number of responses received) ▪ Free written comments ▪ Online events ▪ One-to-one meeting 	<p>Most of those who responded were either from professional organisations (such as the Royal Colleges) or staff members. Only very few Section 75 voluntary sector organisations engaged with us, possibly reflecting their significantly reduced capacity to do so.</p>

(ECNI Q21, 26)

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

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

Please refer to **Table 3** below.

Table 3:

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

(ECNI Q22)

- 5. Please provide any details or examples of where the monitoring of policies, during the 2023/24 reporting periods, has shown changes to differential/adverse impacts previously assessed.**

Please refer to **Table 4** below.

Table 4

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

(ECNI Q25)

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

The Agency avails of the joint Section 75 training programme that is coordinated and delivered by the BSO Equality Unit for staff across all 11 partner organizations. None of our staff availed of this training during the reporting period.

Cultural Competency Training

Of the attendees that completed evaluation forms, 100% agreed that the course content met learning needs and expectations.

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ECNI (Q29)

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

During 2024/25 we will focus on:

- Ensuring all management/corporate staff Band 5 and above within our organisation complete Equality Screening Training.
- Encouraging staff to complete their equality and diversity information through awareness communication, detailing the importance in the organisation having this information to strengthen our ability to support staff by our policies and initiatives.



Children's Court Guardian Agency for Northern Ireland

Formerly known as NI Guardian Ad Litem Agency (NIGALA)

Equality and Disability Action Plans 2023-2028

What we did between 1 April 2023 and 31 March 2024

If you need this document in another format, please get in touch with us. Our contact details are on the back of this document. Our Equality & Disability Action Plan 2023-2028 can be found on our website at: **ADD LINK**

Equality Action Plan Progress Report: What we did between 1 April 2023 and 31 March 2024

Action 1: Engagement

What we will do:

Promoting and developing the Children's Court Guardian Agency's Equality & Disability Working Group within the Children's Court Guardian Agency.

What we are trying to achieve:

Promote equality, disability, diversity and good relations in the workplace, increase engagement with staff and embed as part of the Agency's culture.

Performance Indicator and Target:

Members to include at least 1 member of staff from management, business support, administration and Children's Court Guardians. To meet on quarterly basis.

By Whom/When:

Senior Leadership Team and Equality & Disability Working Group (March 2024).

What we did over the last year:

Due to a number of staff changes within the Agency, the internal working group has not progressed. It is anticipated when all staff are in post towards the latter end of 2024/25, the internal working group will be established and become operational.

We did not progress this work during 2023/24.

Action 2: Communication/Publication

What we will do:

Revise and implement guidance to achieve consistent corporate branding and ensure that our website, and all information (operational and corporate)

generated by the Agency is accessible and complies with best practice guidance.

What we are trying to achieve:

All information and materials produced to be rebranded in line with the Agency name change and consistent format achieved throughout materials, website, and documentation.

Performance Indicator and Target:

All information and materials produced is of consistent style and complies with best practice guidance.

By Whom/When:

Senior Leadership Team supported by Corporate Services Team. (By end of March 2024.)

What we did over the last year:

A rebranding exercise took place during 2023/24 as the organisation changed its name from NI Children's Court Guardian to The Children's Court Guardian Agency for NI. This exercise had input from the Agency's Youth Board.

We engaged with children and young people to ensure the branding and website design reflected their wishes and views. The Youth Board had input into the design, colours used for the new logo, images for use on resources, and the website ensuring that diversity was captured.

The Agency's stationery and templates have been updated to reflect the new corporate branding.

Revised information leaflets regarding the role of the Children's Court Guardian are currently in development and upon completion will be made available in an easy read version and translated into a number of languages.

The new website is near completion and will go live during 2024/25. An Accessibility Statement has been prepared in accordance with the Public

Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

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

Action 3: Section 75 Data Collection

What we will do:

Review section 75 data captured on the Guardian Case Information System (GCIS) to ensure categories are reflective of the changing demographics in NI. Specific focus will be on the following:

- Gender identity - children and young people;
- Capturing diversity of adoptive and foster carer's -same sex couples, single carers Capturing diversity of adoptive and foster carers e.g. same sex couples, single carers, parents/foster carers from diverse racial backgrounds
- Black and minority ethnic children and young people including those who have been subject to trafficking and child sexual exploitation.

What we are trying to achieve and who for

Categories on GCIS to be updated and data captured to inform awareness sessions and training for staff. Inform development of resources for engagement with children. Develop staff cultural competencies and strengthening knowledge and skills in relation to specific needs and issues of the Section 75 groups.

Performance Indicator and Target:

Audit of categories currently available on the case information system to be completed in year 1. Categories to be updated, reflective of NI demographics by year 2. Categories to be reviewed annually to ensure they are reflective of the NI demographic. Staff knowledge and skills strengthened in relation to specific needs/issues relating to Section 75 groups.

By Whom/When:

Equality Lead supported by Corporate Services/ Children's Court Guardian Agency Equality & Disability Working Group (March 2028).

What we did over the last year:

Due to a number of staff changes within the Agency, the internal working group has not progressed and we did not complete the audit of categories in year 1. It is anticipated that when all staff are in post towards the latter end of 2024/25, this work can be progressed.

We did not progress this work during 2023/24.

Action 4: Data Collection – Disability**What we will do:**

Review of disability categories and data collected in relation to service users on GCIS. Case information system to be amended and updated.

What we are trying to achieve and who for:

Data captured to inform disability awareness sessions and training for staff for inclusion in the Agency's training plan. Inform development of resources for engagement with children and young people.

Performance Indicator and Target:

Audit of categories currently available on the case information system to be completed in year 1. Categories to be updated, reflective of NI demographics by year 2. Data analysed annually to inform review/development of resources.

By Whom/When:

Children's Court Guardian Agency Equality & Disability Working Group supported by Corporate Services Team (March 2028)

What we did over the last year:

Due to a number of staff changes within the agency, the internal working group has not progressed and we did not complete the audit of categories in

year 1. It is anticipated that when all staff are in post towards the latter end of 2024/25, this work can be progressed.

We did not progress this work during 2023/24.

Action 5: Monitoring

What we will do:

Encourage all staff to complete section 75 data on HRPTS.

What we are trying to achieve and who for:

Accurate equality screening data to allow the Agency to identify any potential issues and mitigation. Create an inclusive culture and ensure supports are in place for staff.

Performance Indicator and Target:

>75% of staff completed section 75 data on HRPTS. Annual communication to staff to update their personal detail on HRPTS.

By Whom/When:

Children's Court Guardian Agency Equality & Disability Working Group
(March 2028)

What we did over the last year:

Communication was sent to staff during the reporting period encouraging the completion of section 75 data on HRPTS. Guidance was also sent to staff on how to do same.

We will continue to encourage staff to complete this on HRPTS.

We completed this action for 2023/24.

Action 6: Interpreting/Translation

What we will do

Development/review of resources and materials to ensure information is available for parents, carers, children and young people about the Children's Court Guardian Agency service, where English is not their first a language.

What we are trying to achieve and who for:

Information readily available for parents, carers, children and young people from outset of case.

Performance Indicator and Target:

Audit of languages of service users, using data collected from case management system. Improved communication and engagement with those who do not speak English as a first language.

By Whom/When:

Senior Leadership Team with support from Corporate Services Team (March 2024).

What we did over the last year:

A review of the Agency's information leaflets commenced during the reporting period, but these have not been finalised. Upon completion and approval of the materials, it is planned to translate these into different languages. The languages selected will be determined using data from the Agency's case information system.

The new website which has been developed during 2023/24 is near completion and will be live during 2024/25. The website will have a function to translate the site into different languages. The language feature is powered by Google Translate. When you click on the translate button, it will display a dropdown menu where you can select different languages.

We still have work to do to complete this action.

Action 7: Engagement/Feedback:

What we will do:

Review existing feedback form and develop a process for collecting feedback from a) children and young people whose first language is not English and b) children and young people with disabilities.

What we are trying to achieve and who for:

Seeking to ensure that a) children and young people whose first language is not English and b) children and young people with disabilities are afforded equality of opportunity to provide feedback.

Performance Indicator and Target:

Review to be completed and process developed for obtaining feedback from those who do not speak English as a first language and those children and young people with disabilities in year 1. Monitor the return of feedback on an annual basis and analyse data provided.

By Whom/When:

Assistant Director with support from Corporate Services Team (March 2028).

What we did over the last year:

During 2023/24, given the low number of requests for feedback questionnaires to be translated into a different language, this was done upon request through the interpreting and translation services. This will be kept under review.

We still have work to do on this action.

Action 8: Awareness Raising

What we will do:

Equality & Disability induction for new Board members.

What we are trying to achieve and who for:

Induction for new Board members to introduce the Agency’s statutory duties in relation to equality and good relations.

Performance Indicator and Target:

Capacity of all Board members to provide an oversight, leadership and challenge role in relation to statutory duties.

By Whom/When:

Senior Leadership Team supported by Corporate Services Team (March 2024).

What we did over the last year:

We did not progress this work during 2023/24.

Action 9: Training

What we will do:

‘Making a Difference’ eLearning: Add module to suite of mandatory training for all staff. Deliver on training targets.

What we are trying to achieve:

Increased staff awareness of equality and human rights.

Performance Indicator and Target:

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

By Whom/When:

BSO Human Resources with support by Equality Unit (by end of March 2024).

What we did over the last year:

76% of all staff have completed the eLearning module.

We still have work to do to complete this action.

Equality Action Plan – Conclusions

- We completed **1** action (action 5).
- We did some work on but didn't complete **4** actions (actions 2, 6, 7, 9).
- We didn't do any work on **4** actions (actions 1, 3, 4, 8).
- All of the actions in our action plan are at regional and at local level.
- Our action plan is a live document. If we make any big changes to our plan we will involve people in the Section 75 categories. We will tell the Equality Commission about any changes.

Disability Action Plan Progress Report: What we did between 1 April 2023 and 31 March 2024

Action 1: Awareness Days

What we will do:

Raise awareness of the lived experience of people with specific disabilities and conditions.

What we are trying to achieve:

Increased staff awareness of a range of disabilities and conditions.

Performance Indicator and Target:

Two awareness days profiled every year. >50% of staff taking part in the evaluation indicate they know more about people living with disabilities and conditions as a result of the awareness days.

By Whom/When:

Senior Leadership Team with support from BSO Equality Unit. (By end of March 2024)

What we did over the last year:

We held two Awareness Days covering Stroke and Schizophrenia. For our Stroke Awareness Day, we had two speakers (Annie Rea, Advanced Practitioner Occupational Therapist, and Claire Murphy, Speech and Language Therapist) from the Community Stroke Team in the South Eastern HSC Trust. They explained what a stroke is, signs and symptoms, as well as hidden effects. They also presented information on stroke and work and on caring for someone with a stroke, and signposted to further advice and information. Nearly 50 staff and board members joined the call, some of whom also engaged in the Question and Answer session.

At our Awareness Day on Schizophrenia, Martina Doherty (Nurse Education Consultant from the BSO Clinical Education Centre) covered a wide range of issues including what schizophrenia is, myths and misconceptions, symptoms, spotting the signs, management and support, and how to help.

She likewise responded to questions by attendees, many of whom focused on how to support a family member or friend who is unwilling to seek help.

The session was chaired by Prof. Dorothy Whittington, a non-executive Director on the BSO Board and the BSO Disability Champion.

Our survey on the Awareness Days at the end of the year suggested the following:

Strokes (out of 14 staff who attended a session on the day or accessed any of the materials):

- 14 staff felt they knew more about Strokes as a result;
- 8 indicated they knew more about supporting a friend or family member;
- 8 indicated they knew more about supporting a colleague.

Schizophrenia (out of 13 staff who attended a session on the day or accessed any of the materials):

- 10 felt they knew more about Schizophrenia;
- 11 indicated they knew more about supporting a friend or family member;
- 5 indicated they knew more about supporting a colleague.

Following the sessions, we uploaded the presentation or a recording of the session to the Tapestry website for those unable to attend on the day.

We completed this action.

Action 2: Placement Scheme

What we will do:

Create and promote a meaningful placement opportunity for people with disabilities.

What we are trying to achieve:

People with a disability gain meaningful work experience.

Performance Indicator and Target:

At least one placement offered each year. Feedback through annual evaluation of scheme indicates that placement meets expectations.

By Whom/When:

Senior Leadership Team with support from BSO Equality Unit. (By end of March 2024)

What we did over the last year:

During 2023-24, we took time to review the Disability Placement Scheme that we have been running for nearly 10 years. We also spoke to a number of voluntary sector organisations who run or are involved in running programmes for people with a disability that include work placements. We wanted to find out how other programmes work.

We have decided that we want to move away from running a cohort scheme where all participants start and finish at the same time. We think that giving greater flexibility as to when people start and how long placements last will allow more people to undertake placements with us.

We did not progress this work.**Action 3: Training:****What we will do:**

Themed disability training to be built into the Agency's training plan.

What we are trying to achieve and who for:

Manager-specific training regarding disability will be included in the training plan to assist in managing a diverse workforce and ensure that communication is inclusive.

Performance Indicator and Target:

All managers to have received training by end of year 2.

By Whom/When:

Senior Leadership Team March 2025.

What we did this year:

A number of senior management changes are planned to take place during 2024/25. As such this action has not progressed during the reporting period.

We did not progress this work.

Action 4: Accessibility

What we will do:

Undertake an audit of our website to: Identify key information to be made available in other formats including signed video format and ensure relevant contact details are available and up to date.

What we are trying to achieve:

New website being developed to be compliant with WCAG 2.1 AA accessibility standards, ICO Guidelines on cookies and privacy and the Data Protection Act 1998 & GDPR. The website build will be compliant with W3C standards for HTML, CSS and mobile. Audit of website to be conducted with a view to considering the formats for sharing key information.

Performance Indicator and Target:

New website to be compliant with accessibility standards and include an accessibility statement. Completion of audit to assess the formats for sharing key information on website.

By Whom/When:

Children’s Court Guardian Agency Equality Lead supported by Corporate Services. Audit to be complete (By end of March 2024).

What we did over the last year:

A new website was developed during the reporting period. It is now in its final stages and will go live during 2024/25. An Accessibility Statement has been prepared in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

We still have some work to do on this action.**Action 5: Tapestry****What we will do:**

Promote and encourage staff to participate in the disability staff network and support the network in the delivery of its priorities. Promote Tapestry through email, CCGANI internal website, discussions.

What we are trying to achieve:

Encouraging participation in public life: Staff with a disability feel more confident that their voice is heard in decision-making. Staff with a disability feel better supported.

Performance Indicator and Target:

Tapestry staff survey. Increase in Tapestry membership or in participate in meetings.

By Whom/When:

Children's Court Guardian Agency Equality & Disability Working Group with support from BSO Equality Unit. (By end of March 2024).

What we did over the last year:

During 2023-24, we made a conscious effort to raise the profile of the Network across all organisations. Over the month of November, the network was on site in various locations across the region raising awareness and promoting the benefits of the Network. As well as corporate communications and posters, information and merchandise stands were set up and information shared over 6 half days in November. Over 200 staff engaged with the promotion and shared their experiences. In terms of the growth of the

Network, as a result of the recent promotion, membership has grown by 60% and attendance at meetings has increased significantly in the last year.

As a result of this growth, it was decided that a formal Business Plan was needed. A Business Planning meeting was held with Tapestry members on 14 February. A new vision, objectives, and actions were developed as a result of the input on the day and these were shared and agreed with the wider network at the March 2024 meeting.

We completed this action.

Additional Measures

We always include Disability on our list of things to talk about at our quarterly Equality Forum with our partner organisations.

We report on progress against our Disability Action Plan to our Board and Senior Management Team (the people at the top of our organisation) every year.

Encourage Others

We include questions relating to the two duties in our equality and human rights screening form. The screening form is completed for all policies and decisions.

Monitoring

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

Revisions

During the year we developed our new Equality & Disability Action Plans 2023-28.

Disability Action Plan – Conclusions

- We completed **2** actions (actions 1 and 5).
- We did some work on but didn't complete **1** action (action 4).
- We didn't do any work on **2** actions (actions 2 and 3).
- All of the actions in our action plan are at regional and at local level.
- Our action plan is a live document. If we make any big changes to our plan we will involve people with a disability. We will tell the Equality Commission about any changes.



Children's Court Guardian Agency for Northern Ireland

Formerly known as NI Guardian Ad Litem Agency (NIGALA)

Equality and Disability Action Plans 2023-2028

October 2023



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We will consider any request for this document in another format or language.

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1. Introduction

The Children's Court Guardian Agency for Northern Ireland is committed to promoting equality and good relations. As a member of the HSC family in Northern Ireland our Equality and Disability Plans have been developed in cooperation with nine other members of that family². The implementation of those Plans will also be jointly undertaken where possible; and where there are issues specific to our Agency our Plans provide for us to address them separately.

The following is what we and our colleagues in the nine other public bodies have committed to do.

“For people with a disability, we recognise that we have to do more to promote positive attitudes and to encourage their participation in public life. We want to make sure we do this in a way that makes a difference to people. We will put in place what is necessary to do so. This includes people, time and money. Where it is right to do so, we will include actions from this plan in the yearly plans we develop for the organisation as a whole. These are called ‘corporate’ or ‘business’ plans.

We will also put everything in place in the organisation to make sure that we do what we have to under the law. This includes making one person responsible overall for making sure we do what we say we are going to do in our Equality and Disability Action Plan.

We will make sure we let our staff know what is in our plan. We will also train our staff and help them understand what they need to do”.

² These organisations are the NI Blood Transfusion Service, Business Services Organisation, NI Medical and Dental Training Agency, NI Practice and Education Council for Nursing and Midwifery, Northern Ireland Social Care Council, Patient and Client Council, Public Health Agency, Safeguarding Board for Northern Ireland, Regulation and Quality Improvement Authority

The member of staff in our organisation who is responsible for making sure that we do what we have committed to do is Ann Andrew. When you have any questions, you can contact Sean at:

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One of our Board members, Lee Wilson, also takes a particular interest in the development and implementation of our Equality and Disability Action Plan. Lee is a member of our Equality and Disability Working Group.

2. Who we are and what we do

The Children's Court Guardian Agency for Northern Ireland is a special agency which employs social workers, called Children's Court Guardians, who have a particular role in respect of children and young people whose future care arrangements are being considered by the court. The role of the Children's Court guardian is to advise the court of the best interests of these children and young people and to ensure that the court is aware of their wishes and feelings.

In order to fulfil this role, our guardians:

- Consider what work the relevant Health and Social Care Trust is undertaking with the family including the child(ren) or young person(s). This work is likely to include an investigation of the challenges in the life of the family and the capacity of the adult(s) to meet the challenges. It will involve a consideration of the help which could be given to the

adults to ensure that the best interests of the child(ren) or young person(s) are met.

- Meet the family members including the child(ren) and young person(s) in order to understand as fully as possible what has been happening within the family and to decide what needs to be done to promote the welfare of the child(ren) and young person(s).
- Talk to the child(ren) and young person(s) to find out what are their wishes and feelings about their future living and care arrangements.
- Appoint a Solicitor whose understanding of the law will help the guardian to identify what steps need to be taken to promote the welfare of the child(ren) and young person(s) and to ensure that their wishes and feelings are understood by the court.
- Assist the court to make sure that all the right information is available and to avoid unnecessary delay in making decisions about the future family life of the children and young people.

Like other publicly funded organisations we have to manage our resources – our staffing, our information technology, our offices - efficiently and effectively and ensure that we provide a high-quality service which is good value for money.

3. How people can be involved in our work

There are a number of ways in which people can be involved in the work of the Children’s Court Guardian Agency for Northern Ireland.

The Agency engages with relevant stakeholders from the HSCTs, Judiciary, Solicitors and relevant organisations e.g. Voice of Young People in Care (VOYPIC) and the Northern Ireland Commissioner for Children and Young People (NICCY) to inform and influence practice developments.

The Agency developed “About Me” and “About Court” resources for Children’s Court Guardians to use with children and young people to support their engagement and participation in court proceedings. The resources were piloted and feedback from children and young people was incorporated into the documents. The consultation process involved educators in the learning disability sector who provided tools and images used for children and young people with specific learning needs.

In 2017 the Agency established a young people’s forum - Northern Ireland Youth Associates Board (NIYAB). A most important role was played by NIYAB in the planning and delivery of the Agency’s Conference “Are we Listening?” held on 14 February 2020. NIYAB has also been very involved in the re-branding of the Agency, including the design of our new logo and our website, following our change of name in March 2023.

4. What the law says

The Children’s Court Guardian Agency for Northern Ireland has to follow the law under **Section 75 of the Northern Ireland Act 1998**. It says that in our work we have to promote equality and good relations. We have to treat people fairly based on their need and to make things better for staff and people who use our services. It also says that we have to build better relationships between different groups of people.

There are nine different equality groups that the law requires us to take account of:

- Gender (and gender identities)
- Age
- Religion
- Political opinion
- Ethnicity
- Disability
- Sexual orientation
- Marital status
- Having dependants or not.

There are three good relations groups we need to consider:

- Religion
- Political opinion
- Ethnicity.

We also have to follow the law under the **Disability Discrimination (Northern Ireland) Order 2006**, which says that we have to:

- Promote positive attitudes towards disabled people and
- Encourage participation by disabled people in public life.

This includes people with any type of disability, whether for example, physical disabilities; sensory disabilities (such as sight loss or hearing loss); autism; learning disabilities; mental health conditions (such as depression); or conditions that are long-term (such as cancer or diabetes). Some of these disabilities may be hidden, others may be visible.

Both pieces of legislation require us to develop an action plan: An Equality Action Plan and a Disability Action Plan. We have to send these plans to the Equality Commission for Northern Ireland and then report every year on what we have done.

5. How we reviewed our last plans and developed these new plans

As we have indicated above, we worked with nine other organisations to review our last plans and to develop these new plans. This is a summary of the steps taken jointly by all these organisations.

We reviewed what we have done so far to promote equality and good relations, to promote positive attitudes towards people with a disability and to encourage their participation in public life.

As part of our Five-Year Review, we asked our staff to consider the following questions:

- What has worked well?
- What has not worked well?
- What lessons have we learned?
- Did we do what we said we would do?
- Has this made a difference for people in the way we thought it would?

For the new plans, we asked them to consider two questions:

- In your area of work, what are the key issues for people in the equality groupings?
- What can you do to address these issues?

We encouraged our staff to look at a range of sources of information such as:

- Our Five-Year Review of Equality Scheme;
- Monitoring data;
- New research or data;
- Equality screening exercises that have been completed;
- Their professional experience and knowledge;
- Issues raised in consultations or through other engagement with staff and service users.

We engaged closely with Tapestry, our HSC Disability Staff Network, in the development of our Disability Action Plans. We held a focus group to find out from members of staff with a disability or who cares for someone with a disability what issues are important and what issues they think the organisation should address as a priority.

We also read up on what the Equality Commission says would be good to do. All this helped us think about what else we could do to make a difference.

6. What we have done so far

We have taken the following steps to promote equality under our previous action plans:

- We produced a leaflet targeted at staff who are carers. It highlights the policies and support offered by BSO and HSC Regional Organisations, and also signposts carers to different local sources of help in each HSC Trust area. Details are also provided on counselling and advice services. The leaflet is included in the Tapestry website, and was forwarded to staff through a series of corporate communications.

- Domestic Abuse – Awareness Raising
 A webinar, facilitated by Women’s Aid, was organised specifically for Children’s Court Guardian staff to support the Workplace Policy on Domestic Abuse and it addressed a range of topics. 19 members of staff attended this webinar. Topics included:
 - Definitions of domestic violence and strategy development;
 - Myths and stereotypes;
 - Forms of domestic violence and associated behaviours; and
 - Trauma and the impact of domestic violence.

- We have already referred to our conference held on 14 February 2020 on the theme ‘Are We Listening?’. Our Youth Associates Board had a significant role not only in the preparation for the conference but also as participants on the day. They developed art work and poetry based on their experiences and that material was displayed around the conference venue. Some of them spoke at the conference, sharing their experiences with the audience which included health and social professionals, solicitors, barristers and judges.

Promoting positive attitudes towards disabled people

The joint initiatives to promote positive attitudes towards people with a disability and encourage the participation of people with a disability in public life include.

- 17 disability awareness days for staff. Each looked at different disability. The aim of these days is to increase the knowledge and awareness of

our staff including how to support a person with that particular disability. Since the pandemic these sessions have been held online via zoom. They are then recorded and uploaded to the website of Tapestry, the disability staff network.

- Development of a dedicated module on disability as part of the eLearning resource called Making a Difference which is available to all Health and Social Care staff. Our Agency staff are asked to complete the programme at induction.
- Delivery of training sessions on mental health awareness to our staff, including mental health first aid, mindfulness and managing stress, and courses for staff who are carers.

Encourage the participation of people with a disability in public life

- Together with our partners, we set up Tapestry, a disability network for our staff. Part of the role of this network is to raise disability issues with decision makers in our organisation.

7. What we have learned so far

Some of the key points we have learned from developing and implementing our action plans are described below.

Disability Awareness Days

- Since we moved our days online we have seen a significant increase in the numbers of staff attending our events. Also, they come from a wider range of locations.
- Recording the sessions has been a great success. This means that staff who cannot attend on the day can access the event whenever it suits them.

- Staff who are carers of a person with a disability, for example of a person living with ADHD or with dementia, have an unmet need for comprehensive information.
- Staff are interested in learning more about how to support a family member, not just colleagues in the workplace.

We have found that attendance at awareness raising events is greatest when the subject is most relevant to staff. This can be because they have the condition themselves or they know or work with someone who has the condition. Staff will continue to be consulted about the areas relating to disability on which they would like more information.

Tapestry – Disability Staff Network

- Staff fora needs to be refreshed and promoted on an ongoing basis.
- For a forum to be effective in its supporting and influencing role, a committed HR presence at senior level is essential as is the timely engagement and consultation on policies/decisions/strategies etc. to inform the development of these.

8. What is in the new plans

There are two separate tables below. The first table lists all the actions that we will undertake to promote equality and good relations. This is our Equality Action Plan.

The second table describes what we will do to promote positive attitudes towards people with a disability and to encourage their participation in public life. This is our Disability Action Plan.

Both plans include an indication of the anticipated difference the plans will make and how the identified actions will be undertaken.

9. How we will monitor these plans

Every year our Agency, in cooperation with the other organisations, writes up the steps taken to implement the plans and any challenges in the way of such implementation. We send this report to the Equality Commission and also publish it on our website: <https://nigala.hscni.net/publications/equality-disability/n>

We review the plans every year to see what changes, if any, are required. The introduction of major changes would not be made without consultation with appropriate equality groups.

The annual review of our plans includes an acknowledgement of work completed and clarification of what still needs to be done. In that way the plans are kept up to date.

After five years there is a further review of our plans which involves engagement with people with a disability to assist us.

The plans are available on our website: [CCGANI Equality & Disability](#)

We will send our plans to all organisations and individuals on our consultation list when we have finalised them and also when we have made major changes to them.

To find out whether what we do makes a difference, we will do a number of things, for example, for training and awareness events, we ask our staff about what learning they are taking away with them.

You can find further information on how we will monitor each action in the plans themselves.

10. Equality Action Plan 2023-2028:

What we will do to promote equality and good relations:

1. Engagement:

What we will do

Promote and develop the Children's Court Guardian Agency's Equality & Disability Working Group within the Children's Court Guardian Agency.

What we are trying to achieve and who for

Promote equality, disability, diversity and good relations in the workplace and embed these values as part of the Agency's culture.

Performance Indicator and Target

Membership of the Working Group to include at least 1 member of staff from each of the following - management, business support, administration and Children's Court Guardians and Agency Board. To meet on quarterly basis.

By Whom/When

Senior Leadership Team and Equality & Disability Working Group (March 2024).

2. Communication/Publication:

What we will do

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

What we are trying to achieve and who for

All information and materials produced to be rebranded in line with the Agency name change and consistent format achieved throughout materials, website, and documentation. The re-branding should be accessible to all.

Performance Indicator and Target

All information and materials produced is of consistent style and complies with best practice guidance.

By Whom/When

Senior Leadership team supported by Corporate Services Team (March 2024).

3. Section 75 Data Collection:

What we will do

Review section 75 data captured on the Guardian Case Information System (GCIS) to ensure categories are reflective of the changing demographics in NI. Specific focus will be on the following:

- Gender identity - children and young people;
- Capturing diversity of adoptive and foster carer's -same sex couples, single carers Capturing diversity of adoptive and foster carers e.g. same sex couples, single carers, parents/foster carers from diverse racial backgrounds
- Black and minority ethnic children and young people including those who have been subject to trafficking and child sexual exploitation.

What we are trying to achieve and who for

Categories on GCIS to be updated and data captured to inform awareness sessions and training for staff. Inform development of resources for engagement with children. Develop staff cultural competencies and strengthening knowledge and skills in relation to specific needs and issues of the Section 75 groups.

Performance Indicator and Target

Audit of categories currently available on the case information system to be completed in year 1. Categories to be updated, reflective of NI demographics by year 2. Categories to be reviewed annually to ensure they are reflective of the NI demographic. Staff knowledge and skills strengthened in relation to specific needs/issues relating to Section 75 groups.

By Whom/When

Equality Lead supported by Corporate Services/ Children's Court Guardian Agency Equality & Disability Working Group (March 2028).

4. Data Collection – Disability:

What we will do

Review of disability categories and data collected in relation to service users on GCIS. Case information system to be amended and updated.

What we are trying to achieve and who for

Data captured to inform disability awareness sessions and training for staff for inclusion in the Agency's training plan. Inform development of resources for engagement with children and young people.

Performance Indicator and Target

Audit of categories currently available on the case information system to be completed in year 1. Categories to be updated, reflective of NI demographics by year 2. Data analysed annually to inform review/development of resources.

By Whom/When

Children's Court Guardian Agency Equality & Disability Working Group supported by Corporate Services Team. March 2028

5. Monitoring:

What we will do

Encourage all staff to complete section 75 data on HRPTS.

What we are trying to achieve and who for

Accurate equality screening data to allow the Agency to identify any potential issues and mitigation. Create an inclusive culture and ensure supports are in place for staff.

Performance Indicator and Target

>75% of staff completed section 75 data on HRPTS. Annual communication to staff to update their personal detail on HRPTS.

By Whom/When

Children's Court Guardian Agency Equality & Disability Working Group (March 2028).

6. Monitoring:

What we will do

Commence annual analysis of equality monitoring data. In year 1:

- Carers Leave

Our Equality and Disability Working Group will plan the issues to be analysed in subsequent years.

What we are trying to achieve and who for

Create an inclusive culture and ensure supports are available for staff.

Performance Indicator and Target

Baseline data regarding carers leave established in year 1 and reviewed annually. Audit to assess other policies/processes the Agency may use to collect and analyse data in year 2. Staff feel supported within the Agency.

By Whom/When

Equality Lead/Corporate Services and BSO HR. Reviewed annually (March 2028).

7. Interpreting/Translation:

What we will do

Development/review of resources and materials to ensure information is available for parents, carers, children and young people about the Children's Court Guardian Agency service, where English is not their first a language.

What we are trying to achieve and who for

Information readily available for parents, carers, children and young people from outset of case.

Performance Indicator and Target

Audit of languages of service users, using data collected from case management system. Improved communication and engagement with those who do not speak English as a first language.

By Whom/When

Senior Leadership Team with support from Corporate Services Team (March 2024).

8. Engagement/Feedback:**What we will do**

Review existing feedback form and develop a process for collecting feedback from a) children and young people whose first language is not English and b) children and young people with disabilities.

What we are trying to achieve and who for

Seeking to ensure that a) children and young people whose first language is not English and b) children and young people with disabilities are afforded equality of opportunity to provide feedback.

Performance Indicator and Target

Review to be completed and process developed for obtaining feedback from those who do not speak English as a first language and those children and young people with disabilities in year 1. Monitor the return of feedback on an annual basis and analyse data provided.

By Whom/When

Assistant Director with support from Corporate Services Team. March 2028.

9. Awareness Raising:

What we will do

Equality & Disability induction for new Board members.

What we are trying to achieve and who for

Induction for new Board members to introduce the Agency's statutory duties in relation to equality and good relations.

Performance Indicator and Target

Capacity of all Board members to provide an oversight, leadership and challenge role in relation to statutory duties.

By Whom/When

Senior Leadership Team supported by Corporate Services Team (March 2024).

11. Disability Action Plan 2023-2028:

What we will do to promote positive attitudes towards disabled people and encourage the participation in public life of people with a disability:

1. Awareness Days:

What we will do

Raise awareness of the lived experience of people with disabilities.

What we are trying to achieve and who for

Increased staff awareness of a range of disabilities. 2 awareness days profiled every year.

Performance Indicator and Target

Over 50% of staff taking part in the evaluation indicate they know more about people living with disabilities and conditions as a result of the awareness days.

By Whom/When

Senior Leadership Team with support from BSO Equality Unit (March 2028).

2. Placement Scheme:

What we will do

Create and promote meaningful placement opportunities for people with disabilities.

What we are trying to achieve and who for

Promoting positive attitudes and encouraging participation in public life.

Performance Indicator and Target

Placement considered and where possible offered each year. Feedback through annual evaluation of scheme indicates that placement meets

expectations. At least one placement participant is successful in applying for paid employment within 12 months of completing their placement.

By Whom/When

Senior Leadership Team with support from BSO Equality Unit (March 2028).

3. Training:

What we will do

Themed disability training to be built into the Agency's training plan.

What we are trying to achieve and who for

Manager-specific training regarding disability will be included in the training plan to assist in managing a diverse workforce and ensure that communication is inclusive.

Performance Indicator and Target

All managers to have received training by end of year 2.

By Whom/When

Senior Leadership Team (March 2025).

4. Accessibility:

What we will do

Undertake an audit of our website to: Identify key information to be made available in other formats including signed video format and ensure relevant contact details are available and up to date.

What we are trying to achieve and who for

New website being developed to be compliant with WCAG 2.1 AA accessibility standards, ICO Guidelines on cookies and privacy and the Data Protection Act 1998 & GDPR. The website build will be compliant with W3C standards for HTML, CSS and mobile. Audit of website to be conducted with a view to considering the formats for sharing key information.

Performance Indicator and Target

New website to be compliant with accessibility standards and include an accessibility statement. Completion of audit to assess the formats for sharing key information on website.

By Whom/When

Children's Court Guardian Agency Equality Lead supported by Corporate Services. Audit to be complete March 2024. Alternative formats March 2028

5. Tapestry

What we will do

Promote and encourage staff to participate in the disability staff network and support the network in the delivery of its priorities.

Promote Tapestry through email, CCGANI internal website, discussions.

What we are trying to achieve and who for

Encourage participation in public life. Staff with a disability feel more confident that their voice is heard in decision-making. Staff with a disability feel better supported.

Performance indicator and Target

Tapestry staff survey. Increase in Tapestry membership or in participate in meetings.

By Whom/When

Children's Court Guardian Agency Equality & Disability Working Group with support from BSO Equality Unit (March 2028).

Signed by:

Dawn Shaw
Chief Executive

Date: September 2023

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Chapter 5: Equality and Human Rights Screening Report

Equality and Human Rights Screening Report

April 2023 – March 2024

Screening can be viewed on the BSO website at: [Equality Screening - Business Services Organisation \(BSO\) Website \(hscni.net\)](https://www.hscni.net/business-services-organisation/equality-screening)

Policy/Procedure	Policy Aims	Date	Screening Decision
Equality & Disability Action Plans	<p>In line with our commitments under Section 75 of the Northern Ireland Act 1998 and our Equality Scheme, the Equality Action Plan 2023-28 identifies a number of key actions to promote equality.</p> <p>This Disability Action Plan for the period 2023-28 represents our organisation's responsibilities under the Disability Discrimination Act (1995) as amended by the Disability Order 2006. This law requires us to carry out our functions giving due regard to two specific duties. These duties are: to promote positive attitudes towards disabled people and promote the participation by disabled people in public life.</p>	September 2023	Screened out with mitigation

	<p>The purpose of this action plan is to outline some key actions that we are going to deliver upon to make a difference to people with disabilities including staff and people who use our services, and where relevant, their carers.</p>		
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Equality and Human Rights Mitigation Report

April 2023 – March 2024

<p>In developing the policy or decision what did you do or change to address the equality issues you identified?</p>	<p>What do you intend to do in future to address the equality issues you identified?</p>
<p>Awareness Days</p> <p>Deaf: We arrange a Sign Language Interpreter for all our events.</p> <p>Carers: We organise our Awareness Days on Tuesdays, Wednesdays and Thursdays, when most staff who work part-time are at work. We upload the presentation from the speakers and, whenever possible, record and upload the speaker’s input onto the Tapestry website. That way, all staff can access the information at a time convenient to them.</p> <p>Work Placements</p> <p>We work with a range of disability organisations to ensure opportunities are offered to people from a wide spectrum of disabilities, as well as different gender and age groups.</p>	<p>Communication/Publication</p> <p>Provisions for information in alternative formats and alternative languages. Branding, layout and content on revised website to comply with best practice guidance.</p> <p>Section 75 Data Collection</p> <p>Ensure data collected on internal case information system is reflective NI demographic. Data collected will be used to inform practice and future training/awareness raising.</p> <p>Interpreting/Translation</p> <p>Provisions for information in alternative formats and alternative languages.</p>

<p>We ensure that reasonable adjustments are discussed and put in place before placements commence. Some of the placements are offered on the basis of Hybrid Working. This means, working in an office some of the time and working from home some of the time, if preferred by the individual.</p> <p>We have completed a separate equality screening for our Placement Scheme. We review this screening every year when we make changes to the Scheme.</p> <p>Tapestry Disability Staff Network</p> <p>We ensure that the way the forum operates allows people with a range of disabilities and from a range of age and ethnic backgrounds to be involved (for example, by providing information in accessible formats; arranging for a Sign Language Interpreter to attend all meetings; and by arranging meetings online).</p> <p>Accessible formats and inclusiveness are integrated into the Terms of Reference.</p> <p>Strict confidentiality provisions apply. When we engage with Tapestry members we offer members to take</p>	<p>Engagement/Feedback</p> <p>Provisions for information in alternative formats and alternative languages and those with disabilities/additional needs to ensure all children/young people of eligible age are given the opportunity to provide feedback.</p>
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part in a discussion at a meeting or to send their views to a dedicated email address for Tapestry. Only a small number of staff from the BSO Equality Unit, who facilitate the network, have access to this email address.

Accessibility

In response to what we heard from consultees we developed a new action to ensure key information is accessible for people with a disability.

1. Consultation and Engagement

(ECNI Q10)

Targeting:

During the year, where relevant, we took a targeted approach to consultation in addition to issuing an initial notification of consultation.

(ECNI Q13)

Awareness raising for consultees on Equality Scheme commitments:

During the year, at the consultation events on our Equality and Disability Action Plans, we raised awareness of our commitments in relation to the Plans. In any EQIA reports we explained our commitments relating to Equality Impact Assessments.

(ECNI Q14)

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

2. Audit of Information Systems

(ECNI Q20)

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



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