

Reporting Template

EQUALITY COMMISSION FOR NORTHERN IRELAND

Public Authority Five Year Review Report

This report template includes a number of self assessment questions under the twelve key elements of an equality scheme. Please enter information at the relevant part of each Section in the template and ensure that it is submitted to the Commission electronically (by completing this template) **and** in writing, with a signed cover letter from the Chief Executive or, in his/her absence, the Deputy Chief Executive (or equivalent).

Name of public authority

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Executive Summary

Please provide some main conclusions in terms of:

a) To what extent has your public authority's approved scheme provided a workable basis for mainstreaming the need to promote equality of opportunity and good relations into policy-making over the past five years?

[DETI's Equality Scheme was published in January 2012. The Department considers that the commitments made in the Scheme have provided a solid basis for mainstreaming equality considerations into its policy development and service delivery of the last 5 years.](#)

The Department's Equality & Diversity Unit is responsible for overseeing the effective implementation of the scheme and in addition to a network of equality co-ordinators from all DETI Divisions and NDPBs, this has provided an effective framework for disseminating advice and best practice on Section 75-related issues throughout the Department.

Progress on meeting the commitments made in the DETI Equality Scheme has been monitored over the past 5 years to ensure initiatives reflect best practice.

Continuous communication has ensured that all staff are aware of the statutory equality duties and given the necessary expertise and assistance to implement them effectively. All screening and equality toolkits are available on the DETI intranet site for all staff and in particular for staff responsible for policy development to ensure consistency of approach and maintenance of standards.

Various Section 75/Good Relations events are also regularly highlighted to keep staff aware of changes to legislation and the obligations outlined in DETI's Equality Scheme, eg Autism awareness training for frontline staff and Transgender issues in the workplace.

For the period under review equality has been mainstreamed into the strategic planning process, including corporate and operational plans and DETI's internal assurance statements, completed by its senior management.

b) What key lessons have been learnt over the past five years in terms of effectively implementing the approved equality scheme?

- The importance of senior level commitment to the implementation and management of the Equality Scheme and equality commitments.
- The continued existence of the Equality & Diversity Unit to offer equality expertise and assistance has strengthened our effectiveness in mainstreaming equality.
- Regular communication with staff and clear procedures to raise awareness of the Equality Scheme and its commitments.

- The importance of early, meaningful and ongoing stakeholder engagement and the integration of equality considerations at the earliest opportunity.
- Targeting consultations to the appropriate individuals and groups to avoid consultation 'overload'.

c) What more needs to be done to achieve outcomes for individuals from the nine equality categories?

- Continue with equality awareness programmes and focused training for staff in management and roles associated with the implementation of the Scheme.
- Increased understanding of the principles of the equality duty and the Equality Scheme and how to apply these to day to day work and decision making. General perception would be that there is an understanding of the need to comply with Section 75 but not full understanding or appreciation of its scope in day to day work and application.
- Continued work on effective monitoring systems to provide accurate and useful information on the impact of policies.

1. A general introductory statement specifying the purpose of the scheme and the public authority's commitment to the statutory duties.

DETI's Equality Scheme was drawn up in 2011 and approved by the Equality Commission in January 2012. The scheme clearly sets out how DETI aims to achieve equality of opportunity in its processes and procedures, and specific commitments in relation to carrying out equality screenings, EQIAs, consultations and staff training.

1a) To what extent were senior management involved in ensuring scheme compliance over the 5 year period and what further steps could be undertaken to ensure effective internal arrangements?

Prompts – Identify any changes to arrangements for managing scheme implementation, and what were the lessons learnt in terms of enablers and impediments to monitoring scheme implementation?

For the period under review equality has been mainstreamed into the strategic planning process, including corporate and operational plans. The Department's six monthly assurance statement now includes an assurance given by senior management that all Divisions, Units and Branches within the Department are required to conduct equality screening and, if appropriate, conduct EQIAs on all new policies/amendments to existing policies, both internal and external, in line with Section 75.

1b) Outline annual **direct** expenditure of resources to ensure that the statutory duties were complied with, in terms of staff and money over the past 5 years, and comment on the extent that all necessary resources were allocated.

Prompts – Identify costs related to equality unit staff, use of consultants, allocation of budgets to training/publications/research, extent of in-year bids and/or reallocation of resources. What were the lessons learnt in terms of enablers and impediments to monitoring resourcing? What could the public authority do in future to ensure effective allocation and monitoring of necessary resources?

Year	Full Time Equivalent Staff	£'s Programme Costs
2011/12	2	35,000
2012/13	2	35,000
2013/14	½	16,000
2014/15	½	16,000
2015/16	½	8,000

As equality practices have become embedded within the Department's activity, the number of staff within EDU has reduced and currently consists of one part-time Staff Officer with appropriate line management. The Unit is supported by the network of Equality & Diversity Work Group contacts throughout the Department.

Screening and EQIAs on policies are carried out by relevant business areas within DETI, with EDU providing advice and guidance as necessary. There are, therefore, staffing costs associated with carrying out Section 75-related activities which are not possible to estimate outside of those associated with the EDU itself.

The annual budgets listed in the table above refer to programme funds made available for the promotion of Section 75 and other equality related projects such as the Equality & Social Needs Steering Group.

In addition to the above expenditure, we have also conducted training on diversity and disability awareness for the whole Department which will continue for all new staff and as refresher training, as required. More in-depth training has been provided for members of the Equality & Diversity Unit. All training expenditure is provided through our HR budget and is not included in the amounts above.

2. An outline of how the public authority intends to assess its compliance with the Section 75 duties and for consulting on matters to which a duty under that section is likely to be relevant.

2a) Outline impacts and outcomes (for the public authority and/or individuals from the nine equality categories) over the past five years and what further steps could be undertaken to build on these or address underreporting?

Prompt – Were outcomes delivered for all of the nine equality categories? Were annual progress reports critically reviewed before or after submission to the Commission? What examples of good practice from other public authorities could be adopted?

Outcomes

DETI's Equality Scheme has helped to ensure that assessment of the equality implications of policies and programmes has become an integral part of the Department's policy development process. As a result, all new and revised policies are screened for possible equality implications across the nine equality categories using the Department's screening analysis form and any negative impacts are addressed accordingly

Completion of high level impact assessment forms to address whether Section 75 groups may be differentially impacted upon as a result of budget decisions has further served to help mainstream equality considerations and ensure that equality is built into the Department's planning process. As above, this has ensured that all nine categories are considered and that any negative impacts are addressed.

Specific equality-related outcomes which have been delivered to date include:

- (i) In response to one of the recommendations made by the Commissioner for Public Appointments in Northern Ireland, in his report (published in January 2014) on under-representation and lack of diversity in public appointments, DETI Public Appointments Unit (PAU) undertook a number of additional initiatives to raise awareness of the vacancies with under-represented groups such as women and people with disabilities, including piloting the 'Guaranteed Interview Scheme',
- (ii) Following liaison with Deafworks NI, to discuss further implementation of the recommendations contained in a Deafworks NI report called 'Consultation Report on SLPG [Sign Language Partnership Group] Strategic Direction & Positioning' known as the '10 Yr Road Map', DETI agreed to explore ways in which we might improve our services to deaf people. As a result on 1 May 2014 DETI introduced a Text Relay Service to improve communication with people who are deaf or hard of hearing. This has led to improved access to the Department's services.
- (iii) From October 2015, in addition to the commitments already contained in DETI's Equality Scheme, the Department's Six Monthly Assurance Statement includes an assurance, given by all Heads of Division, that Divisions, Units and Branches within the Department are required to conduct equality screening and, if appropriate, Equality Impact Assessments, on all new policies/amendments to existing policies, both internal and external, in line with Section 75 of the NI Act 1998. As a result, the impact of Departmental policies on each of the nine categories are addressed at the appropriate stages of policy planning.

Annual Reports to the Equality Commission

DETI's Annual Reports to the Equality Commission were co-ordinated by EDU with input from all areas of the Department and reviewed at senior official level prior to clearance by the Permanent Secretary. These reports have helped EDU to identify and disseminate examples of good practice on equality issues across all DETI business areas. Positive feedback from ECNI has assured the Department that it is meeting its equality obligations successfully and that it should continue as planned.

Sharing Good Practice and Information

Good practice has also been shared across NI departments through a series of inter-departmental groups which meet regularly to discuss areas of mutual interest, such as the Equality Practitioners' Group. The opportunity to share information, discuss issues and, on occasion, to liaise/co-operate on equality-related consultations and other activities has been invaluable. For example, departments sharing forms developed to guide the equality screening process has helped DETI to refine its own screening form to include Human Rights.

During the period of this review DETI was involved with and provided financial contribution to the OFMdFM-led Equality & Social Needs Steering Group (ESNSG), which conducted equality research in Northern Ireland. Among research projects supported by ESNSG was the Labour Force Survey (LFS) which was overseen by DETI. The LFS is a major source of equality data in Northern Ireland containing information on age, gender, religion, persons with dependants, persons with disabilities, ethnic origin, marital status and community background.

DETI Public Appointments Unit (PAU) is represented on the Public Appointments Forum (a liaison group of officials from all 12 departments and chaired by OFMdFM) and has been sharing best practice with the other departments on initiatives such as the use of the Guaranteed Interview Scheme, the use of the Text Relay Service, offering a choice of criteria and interviewing larger numbers of candidates than usual to provide more people with the interview experience and the Minister with a wider pool to choose from. In addition, at the request of ECNI, PAU submitted an article in October 2014 on public appointment diversity initiatives to feature in an Equality Commission NI Good Practice Publication on raising awareness of public appointments amongst disability groups.

DETI'S European Support Unit acted as Managing Authority for the European Sustainable Competitiveness Programme for Northern Ireland 2007 – 2013. In this capacity, DETI contributed to the work of the "Equality Working Group", a group established by DFP to take forward the theme of "equality and good relations" as one of the cross-cutting themes underpinning all EU Structural Funds Programmes in Northern Ireland. This cross-cutting theme provides strategic guidelines for those engaged in the implementation of EU Programmes, to ensure that the activities funded are not only aligned with Programme strategy but with wider NI Government objectives and policy.

DETI Equality Unit staff continue to hold regular update meetings with equality colleagues in each of our NDPBs. These meetings are normally

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

DETI's Diversity Group exists to give diversity a presence and focus in the Department and to address priorities, recommend changes and be a focal point for diversity policy and action within the Department. It has produced various factsheets providing background information and advice for staff and line managers to encourage understanding and promote positive attitudes, as well as raising awareness on various issues, eg Diversity in DETI, Respecting Differences, Non-Visible Disabilities. It has also held information seminars where representatives from the PSNI and the Irish Congress of Trade Unions made staff aware of the work of the Hate Crime Unit and the problems faced by migrant workers in Northern Ireland. The work of DETI's Diversity Group has also been shared with other departments. For example, the Autism Factsheet produced by the Group was shared with DHSSPS, and subsequently other departments, as part of awareness raising in line with the cross-departmental Autism Strategy (2013-2020) required under the Autism Act (NI) 2011.

As a result the Department promotes compliance with its equality duties and follows best practice in doing so.

2b) Outline the number of equality scheme related consultation exercises undertaken by your authority over the past five years. Set out the number and percentage related to screening exercises and to EQIAs and indicate the extent that your scheme helped you to engage with external stakeholders.

Prompt – Identify your authority's most and least successful means of consultation in relation to s75 categories. Why were some means of consultation more or less successful in relation to particular equality categories?

DETI has carried out 12 formal Equality Scheme-related consultation exercises, all on major DETI policies as part of our commitment to mainstream equality considerations into our policy development and service delivery. (These policies are listed at **Annex A**.) Written notification was the primary means of consultation, however, regional roadshows and workshops were also held (see 2c below for further information). DETI has found the written notification of these Equality

Scheme related consultation exercises yielded very few responses from Section 75 representative organisations.

Since the introduction of our revised Equality Scheme in 2011, equality screening forms have been completed on 41 policies/pieces of forthcoming legislation (listed at **Annex B**).

2c) Indicate if your list of consultees was amended during the 5 year period and what further steps could be taken to develop your level of engagement and consultation?

Prompt - Outline the extent your authority did or did not move away from formal consultation and on what criteria was any such consultation targeted? To what extent were requests to be included and/or objections from those not included in the consultation process received and how were these addressed?

Equality Consultation List

DETI's initial equality consultation list was derived from the organisations included in the Equality Commission's Guide to the Statutory Duties as well as information provided by OFMdfM. Since this list was drawn up, DETI has continued to develop the list. All consultees are contacted on an annual basis to ensure that their details are up to date and that they wish to remain on the list. The names of further individuals and organisations have also been added in response to advice from a number of DETI business areas and also through sharing of information between colleagues in other Departments' equality units.

Consultation Methods

As indicated in 2b above, the majority of consultation exercises focused more heavily on written consultation methods, however alternative methods of consulting with customers have also been explored.

- As part of the 'Review of the NI Tourist Board and Wider Tourism Structures' in 2014, letters containing a website link to the full consultation report, as well as a consultation feedback form were sent to all those on DETI's equality consultee list. Regional workshops were held in February 2016 as part of the tourism strategy development process.
- DETI's Telecoms Branch has held regional roadshows on the Departments telecommunications strategy and initiatives during the

period of the report. Details of the consultations and events were also published in local press and on the DETI website. However, only one of the events was well attended.

DETI has found that despite these various methods of consultation, very few responses were received from Section 75 groups.

The Department has also sought to improve dialogue with customers outside of the formal consultation process.

- Trading Standards Service (TSS) continually promotes its activities as by doing so, people become more aware of the work that is undertaken on a daily basis. This includes issuing press releases regarding TSS court cases, regular postings on TSS Social Media pages and appearances on TV/Radio news items. People who contact TSS for consumer advice are made aware of their consumer rights and their business obligations. Consumers in particular, are more able to obtain redress for their consumer problem/issue as a result of the advice which they have received from the Service. The above initiatives promote access to TSS services across all Section 75 groups.
- In addition to the normal public advertisement and mailshot, DETI's Public Appointments Unit (PAU) undertook a number of other initiatives to raise awareness of the vacancies with under-represented groups:
 - PAU staff attended a DHSSPS Disability Awareness Seminar in September 2014 to hand out a publicity flyer and to add new contact details to our mailing lists.
 - Details of the competition featured on the front page of the October 2014 edition of OFMdfM's public appointment ezine, 'All Aboard'. This included a welcome statement to encourage people with a disability to apply.
 - A flyer was placed on every table at the Women in Business Awards Dinner in November 2015 to publicise the competition and to highlight the lack of women in public life generally.

2d) To what extent did your authority consult directly with directly affected individuals as well as with representative groups, particularly in relation to young people and those with learning disabilities, and was this sufficient?

Prompt – How effective was your authority at providing feedback to consultees as a result of consultation exercises? What were the lessons learnt in terms of enablers and impediments to consulting directly with affected individuals? What could your authority do in future to provide effective consultee feedback?

The Department engaged in a process of public consultation on the Financial Capability Strategy for NI. The primary focus of the Strategy is on financial capability which is a macro population-wide issue, cutting across all S75 groups.

In seeking the views of children the Department produced a young person's version of the Strategy through discussion with Participation Network, engaged in discussions with representatives of NICCY, and invited participation in engagement events from many bodies representing children, notably the SureStart groups across NI.

Consultation on the Financial Capability Strategy and the young people's version of the Strategy took place during May to July 2013. The Strategy was sent to all those on the DETI consultation list and all schools throughout NI were notified of the consultation through the Department of education. Consultation events and the consultation process were advertised (via leaflets) in public buildings across Northern Ireland to maximise awareness, eg health centres, libraries, leisure centres, council offices and pharmacies. Notification of the consultation was sent to a total of 821 organisations and individuals.

DETI has sought to provide feedback to everyone who has responded to an equality-related consultation exercise. The final version of DETI EQIAs, for example, has included a section which identifies the main points raised by each respondent and the departmental response to each point.

3. The authority's arrangements for assessing and consulting on the impact of policies adopted or proposed to be adopted on the promotion of equality of opportunity.

3a) Outline and discuss the number of policies your authority subject to screening over the past five years, setting out the number and percentage of 'policies screened in' on the basis of equality considerations and the percentage 'screened in' on the basis of the good relations duty.

Prompt - What were the lessons learnt in terms of enablers and impediments to screening in terms of, screening criteria and priority

factors? Are there any other criteria which could usefully be included? What lessons are there regarding responsibility for screening at regional level and subsequent screening of local policy? What could your authority do in future to ensure effective screening arrangements? Set out in an appendix a list of all policies screened out during scheme implementation.

Forty-one policies or pieces of draft legislation were equality screened as part of the policy development process. All were screened out for EQIA. Brief details on these policies are attached at **Annex B**.

DETI's screening form has proven a useful tool for quickly establishing whether or not the topic being considered has significant equality implications. When needed, EDU has offered advice and guidance to policy makers undertaking screening exercises and all completed screening forms are copied to EDU for information. While the process has generally been well embedded within the Department, we recognize the importance of continually monitoring and seeking to improve our systems to ensure that our policy development procedures are fully understood and as robust as possible. The formation of the new Department for the Economy, when new procedures and systems will be adopted, may provide an opportunity for a 'refresher' round of equality screening training at an appropriate time.

3b) To what extent did your authority's consideration of the screening criteria **not** identify equal opportunity implications on any of s75 categories, but for which consultees then highlighted problems?

Prompt – Identify the extent the collection of quantitative and qualitative data informed screening processes. Outline the extent consultations with representative groups produced data to inform the screening process which was not otherwise available to your authority. Outline any difficulties in identifying policies and equality implications using the definition of policy set out in the Guide to the Statutory Duties.

The Department has experienced a lack of data to inform policy screening decisions, particularly in relation to some of the Section 75 categories such as sexual orientation and political opinion. However as indicated above, very few responses have been received from any s75 group.

3c) Outline over the past five years how many EQIAs your authority commenced as a result of i) initial screening and ii) as a result of

screening new/revised policies subsequently, and discuss the extent that your authority has become more effective at identifying equality of opportunity dimensions in its policies.

Prompt – Were changes made to the screening process? Outline any examples of any changes made to policies to better promote equality of opportunity and/or good relations, rather than to address any perceived differential impact, as a result of screening policies that were ‘screened out’?

Two EQIAs have been undertaken in the past five years as a result of initial screening (details can be found at **Annex C**).

In November 2013, Energy Division issued a draft EQIA on proposals to extend the natural gas network to further towns in the West and North-West for consultation. Four substantive responses were received to the consultation which were broadly supportive of the EQIA findings and which recognised the potential benefits of natural gas for energy consumers, including those in a number of the Section 75 categories who may be more likely to experience fuel poverty. DETI subsequently updated the draft EQIA to reflect the views expressed in responses, and to incorporate some information provided by Disability Action on the effects of fuel poverty on people with disabilities.

Screening Process

DETI business areas have, with training and experience, become increasingly more effective at undertaking screening exercises. Stability in the staff of EDU has also helped by providing an experienced and knowledgeable source of advice on screening issues. However, to avoid complacency and ensure that screening is carried out to a high standard throughout all areas of the Department, further ‘refresher’ training on this subject may be considered by the equality unit in the Department for the Economy.

Screening Form

The use of a standard screening form for DETI policies plays an important role in mainstreaming equality within the Department and ensuring consistency across different business areas. The form was recently revised to include human rights.

3d) Outline over the past five year period the percentage of your authority's initial EQIA timetable that reached i) stage 6 of the EQIA process i.e. decision making, and ii) stage 7 of the EQIA process i.e. annual monitoring & publication of results, and indicate the extent that your authority has become more effective at progressing EQIAs.

Prompt – Explain any slippage that occurred and what was done to rectify it. To what extent did you notify representative groups of this slippage and what was their reaction? What were the lessons learnt in terms of enablers and impediments to monitoring EQIAs?

Both of the EQIAs listed reached stage 6 of the EQIA process. Monitoring has been carried out in line with Equality Commission guidance.

One policy listed in DETI's 2013/14 Annual Report to the Equality Commission did not progress as initially planned, as follows:

- The Northern Ireland Executive's draft Innovation Strategy. This policy represents the innovation vision to improve the NI Economy for the period to 2025 to help deliver a sustainable and growing private sector with a highly-skilled flexible workforce working in high productivity, innovative firms which compete globally. As such, the Strategy is high level and works within existing policy and statutory frameworks relating to employment, equality of opportunity and good relations and additionally operates through the activities of a wide range of stakeholders identified within the Strategy. The lifetime of the Strategy will also operate through a period of inevitable and unpredictable population and socio-demographic change.

In achieving a rebuilt and rebalanced economy which provides employment opportunities that meet the needs and maximises the skills of our people, the Strategy should provide the fertile ground in which equality of opportunity and good relations can thrive. However, given the complexity of drawing direct causal linkages between such a high level Strategy and equality outcomes in the labour market, it is impossible to assess the expected or potential level of impact.

In addition, changes to the composition of the workforce tend, even in optimal conditions, to take place over protracted periods. On that basis, the screening document has set out the expectation that the direction of impact on Section 75 categories will be positive. It is, however, impossible to estimate the extent of impact given the huge level of uncertainty regarding the factors that will inevitably intervene between the Strategy itself, and observed labour force outcomes and to draw causal inferences

4. The authority's arrangements for monitoring any adverse impact of policies adopted by the authority on the promotion of equality of opportunity.

4a) To what extent were sufficient arrangements put in place to collect data relating to the nine equality categories to monitor the impact of policies and what could your authority do in future to develop monitoring arrangements?

Prompt - What were the lessons learnt in terms of enablers and impediments to monitoring and developing new/additional quantitative data over the past five years? Did your authority consult its own employees or collaborate with other authorities to collect data? Did your authority engage with representative groups to develop monitoring arrangements?

One of the measures in DETI's Equality Action Plan was to collect annual data about the people using the Department's Consumerline service which is used by customers to find out information about their rights as a consumer or to make a complaint about a purchase they have made. Consumerline staff asked callers for details about their gender, ethnicity, age, marital status and whether or not they had a disability. Based on the information received, Consumerline has in the past written to representative organisations for groups who were under-represented, setting out information on the service provided by Consumerline and asking that it be disseminated to their members. Trading Standards Service has been unable to carry out this annual survey for the past two years due to lack of resources.

However, Trading Standards Service also actively undertook outreach activities and engaged with a wide range of individuals and Section 75 groups to educate/inform them about their consumer rights and the advice available from Consumerline (referred to in 2c above).

5. The authority's arrangements for publishing the results of equality impact assessments and of monitoring any adverse impact of policies adopted by the authority on the promotion of equality of opportunity.

5a) Indicate the number of reports published outlining the results of EQIAs and monitoring over the past five years, and outline what your

authority could do in future in relation to improving the publication of EQIA results and monitoring.

Prompt – Identify the number of reports that were provided in alternative formats. What were the lessons learnt in terms of enablers and impediments to publishing the results of EQIAs and monitoring?

Both EQIAs undertaken by DETI have been published in accordance with the guidance produced by the Equality Commission and in line with the commitments established in the Department's Equality Scheme.

6. A commitment that in making any decision with respect to a policy adopted or proposed to be adopted by it, that the public authority shall take into account any equality impact assessment and consultation carried out in relation to the policy.

6a) In terms of the number of EQIAs that reached stage 6 i.e. decision making to what extent were mitigation measures and alternative policies adopted?

*Prompt - Outline the extent to which your authority produced EQIAs that did **not** identify adverse impact on any of s75 categories, but which consultees then gave an indication of adverse impact of s75 category and/or proposed mitigation measures or alternative policies.*

While DETI received a number of responses in relation to its EQIAs, none of the comments identified significant adverse equality impacts which the Department had overlooked.

6b) To what extent did consideration of EQIAs and consultations contribute to a change in policy, as opposed to policy decisions which would probably have been made in any event by your authority?

Prompt - Set out any key examples. What were the lessons learnt in terms of enablers and impediments to making a decision and taking into account an EQIA and consultation? What could your authority do in future to ensure decision making effectively takes these issues into account?

None of the DETI policies which underwent EQIA were significantly changed as a consequence of comments received during the assessment and consultation process.

7. The authority's arrangements for training staff on issues relevant to the duties.

7a) To what extent were sufficient arrangements put in place to develop and deliver a training programme in accordance with scheme commitments?

Prompt - Was the training programme focused on the initial period of scheme implementation or did it effectively cover all five years? To what extent were outside trainers from representative groups used in designing or delivering training? Was focused training for staff in management and roles associated with aspects of scheme implementation provided on an ongoing basis?

Throughout the period of the review a number of DETI staff have availed of the suite of equality training courses now provided by the NI Civil Service Centre for Applied Learning. These courses include 'Introduction to Section 75', 'Public Consultation & Engagement' and 'Policy Making & Human Rights'.

DETI continues to provide online induction training which covers both the Statutory Equality Duty and the Disability Duties.

A Diversity Awareness Training package was developed by the NI Civil Service. The package also includes material on the duty to promote positive attitudes towards disabled people and on the current disability equality legislation. All DETI staff have completed the DiversityNow training programme and will continue to complete online refresher Diversity training as required.

7b) Have all staff received awareness training and what could your authority do in future to deliver an effective training programme?

Prompt – Does the authority have evidence that over the past five years staff understood their role in implementing the scheme? What were the lessons learnt in terms of enablers and impediments to communication and training?

DETI has promoted Section 75 awareness training amongst all staff in roles associated with implementation of our Equality Scheme and the training remains available to all staff as required.

In addition, more specialized training has been provided for customer-facing staff. For example, customer-facing staff in DETI's Insolvency Service and Trading Standards Service received autism awareness training which was delivered by the National Autistic Society. Feedback from staff on all of these courses has been very positive.

Trading Standards Service has also carried out a dedicated training programme for its officers with a representative from RNIB. The training enabled TSS officers to employ good practice when engaging with visually impaired persons.

8. The authority's arrangements for ensuring and assessing public access to information and to services provided by the authority.

8a) To what extent were sufficient arrangements put in place to ensure and assess public access to information and to services provided by the authority?

Prompt - Was an audit of information provision undertaken? To what extent did you provide accessible formats without specific requests? What were the lessons learnt in terms of enablers and impediments to ensuring and assessing public access to information and to services? What could your authority do in future to ensure equality of opportunity in public access to information and to services?

DETI Equality Communications Guide

DETI continues to draw on its Equality Communications Guide which sets out best practice on making information accessible to all nine Section 75 categories. The guide is available to all staff on the internal website. This guide should be reviewed for the Department for the Economy.

Alternative Formats

The Department undertakes to provide (at least) the executive summary of key published documents in other languages or formats upon request, as the demand for alternative formats is very low. All Departmental publications contain a statement to this effect.

A Children and Young Person's version of the Financial Capability Strategy consultation document was developed. The document was also made available in large print.

DETI website

The DETI website has been redesigned to improve both the content and accessibility of Departmental information for all its customers. The

layout and design has been greatly improved. Positive feedback was received from both our internal and external customers.

Text Relay Service

The Text Relay Services is available to all DETI customers who are deaf or hard of hearing. The Text Relay Service offers a vast improvement in customer service, it opens up the telephone network to all our customers by giving textphone users access to all numbers and every member of staff.

9. The authority's timetable for measures proposed in the scheme.

9a) Outline the extent to which measures set out in the original timetable have been implemented. Any detailed information should be included as an appendix to the report.

Prompt – Update any progress previously reported as underway or delayed. Has a mechanism been developed to report by exception i.e. on specific issues that have not been progressed?

The Department's commitments to providing an annual report to the Equality Commission, continuing with its training plan and communication of its equality scheme commitments have all been met.

9b) If your authority was to be reconstituted in the next five years what would be the main scheme actions/equality considerations that an incoming authority should address? Any detailed information should be included as an appendix to the report.

Prompt – Outline what arrangements could be put in place to transfer equality scheme knowledge.

As part of the Stormont House Agreement, DETI's functions merged with the majority of those of the former Department for Employment and Learning, with the exception of the Employment Service, to create a new Department for the Economy on 8th May 2016. All the ground work is in place to allow the Equality Unit within the new Department to evaluate any considerations or actions that may have to be implemented.

10. Details of how the scheme will be published.

10a) Were scheme commitments in this section delivered and what evidence supports this view?

Commitments in relation to how the scheme would be published were met. Notifications of draft and final versions of the scheme were issued to all bodies on the consultation list and an advertisement was also placed in the local press. Staff were also made aware of the details of the Equality Scheme through articles in the staff ezine and it remains available on the Department's internal website. The Equality Scheme is available to the public on the Department for the Economy's website, and will continue to be so until the Department's new Equality Scheme is published. It is also available on request from the Department's Equality & Diversity Unit.

11. The authority's arrangements for dealing with complaints arising from a failure to comply with the scheme.

11a) Outline the number and nature of complaints received by your authority, and what your authority could do in future to develop its complaints handling process and learn from complaints.

Prompt – Outline the nature of complaints and scheme element e.g. screening, consultation. What effect did complaints have on the operation of your scheme?

DETI's Equality Scheme set out the procedure for investigating any complaints regarding the discharge of the Section 75 duties.

No complaints were lodged under the Department's Equality Scheme during the 5 year period.

12. A commitment to conducting a review of the scheme within five years of its submission to the Equality Commission and to forwarding a report of this review to the Equality Commission.

12a) What has been your authority's experience of conducting this review? To what extent has the Commission's guidance been useful in undertaking the review?

(Enter text below)

EDU has undertaken this review with input from all DETI business areas. The review has helped to take stock of achievements to date and to focus attention on a number of issues which may be of assistance in improving processes going forward in the new Department for the Economy.

1. Consultation on policy proposals for Credit Unions and Co-Operatives and Community Benefits Societies Bill.
2. The Draft Financial Capability Strategy.
3. Consultation on policy proposals to modernize and streamline insolvency procedures.
4. A consultation document on the future arrangements for the delivery of consumer representation in Northern Ireland. The aim of the consultation was to determine the most appropriate model for the future delivery of consumer representation in Northern Ireland following a review of the efficiency and effectiveness of the statutory consumer representation body, the Consumer Council for Northern Ireland.
5. Consultation on proposals to extend the natural gas network to further towns in the West and North West.
6. Review of Tourist Accommodation Policy.
7. Review of the Northern Ireland Tourist Board and wider Tourism Structures.
8. Telecoms Action Plan 2011-2015.
9. Northern Ireland Broadband Improvement Project Open Market Review.
10. Northern Ireland Broadband Improvement Project – Second Open Market Review. Following changes in EU broadband state aid guidelines, a second Open Market Review was conducted in relation to the Northern Ireland Broadband Improvement Project.
11. Superfast Roll-out Programme Phase 2 – Open Market Review.
12. Continuing to Connect – Telecoms 2015-17.

Screening exercises carried out by DETI

Study regarding the need for an Energy Supplier Obligation.

Appointment of an overarching marketing and communications agency to oversee and develop a unifying approach to sustainable energy messaging.

To allow traders to indicate changes to the Value Added Tax rate on goods by way of a general notice for a period of up to 28 days.

The Insolvency (NI) Bill.

The draft Onshore Renewable Electricity Action Plan.

Energy Bill (NI).

Smart Metering Roll out for Electricity Consumers.

Renewables Obligation (Amendment) Order (NI) 2012.

Offshore Renewable Energy Bill (NI).

Gas (Applications for Licences and Extensions) (Amendment) Regulations (NI) 2013.

The Gas and Electricity (Internal Markets) Regulations (NI) 2013.

Electricity (Class Exemptions from the Requirement for a Licence) Order (NI) 2013.

The Electricity (Dispute Resolution) Regulations (NI) 2013.

Electricity and Gas (Market Integrity and Transparency) (Enforcement) Regulations (NI) 2013.

Gas and Electricity (Internal Markets) (Amendment) Regulations (NI) 2013.

Energy Savings Opportunity Scheme (ESOS).

Credit Unions & Industrial & Provident Societies Bill 2013.

Ex-Ante Assessment of Financial Instruments (FIs).

Draft Northern Ireland Innovation Strategy 2013-2025.

Energy Efficiency Directive

Consultation on the future arrangements for the delivery of consumer representation in NI.

NI Financial Capability Strategy.

The Renewables Obligation (Amendment) Order (NI) 2014.

Gas (Applications for Licences and Extensions) (Amendment No. 2) Regulations (I) 2013.

Superfast Rollout Programme (Phase 2)

Certification process for electricity and gas Transmission System Operators (TSOs).

Restructuring of security arrangements in Netherleigh.

Replacement ICT system for Insolvency Service.

Northern Ireland ERDF Investment for Growth and Jobs (IGJ) Programme 2014-2020.

Insolvency (NI) Order 2005 (Consequential Amendments) Order (NI) 2014.

Text Relay Service 2014.

Energy Efficiency Directive.

Energy Savings Opportunity Scheme.

Telecoms 2015-2017 – Continuing to Connect.

Geological storage of carbon dioxide in Northern Ireland.

Designation of Provisions of the Electricity and Gas Regulations as Relevant Requirements 2014.

Proposed amendment to the Electricity (Single Wholesale Market) (NI) Order 2007.

The Gas and Electricity Licence Modification and Appeals Regulations (NI) 2015.

Satellite Broadband Support Scheme (NI).

Weights and Measures (Food) (Amendment) Regulations (NI) 2016.

Electricity (Single Wholesale Market) Order (Amendment) Regulations (NI) 2016.

Equality Impact Assessments carried out by DETI

1. Northern Ireland Economic Strategy which outlines the priorities for sustainable growth and prosperity in Northern Ireland.
2. Extension of the Gas Network to the West and North West of Northern Ireland.