

FOI Reference Number: FOI/012/2425

Date: 04 April 2024

Thank you for your information request received by the Policy team at Mid and East Antrim Borough Council (MEABC) on 4th April 2024 which has been processed under the Freedom of Information Act 2000 (FOIA)

Your request:

'I would like to access a copy of the council's most recent 'Public Authority Statutory Equality and Good Relations Duties Annual Progress Report' to the ECNI. I haven't been able to locate this on the council website. I would be very grateful if you could direct me to the appropriate page. Otherwise, could you send me a digital copy of the Report?'

Our response:

This information is regarded as *held* for the purposes of the Freedom of Information Act 2000.

Please see a copy of the above information attached to this response as Appendix 1.

Please quote the reference number FOI/012/2425 in any related communications.

If you are dissatisfied with the handling of part of your request, you have the right to ask for an internal review. Internal review requests should be submitted within forty working days of the date of receipt of the response to your original email/letter, and should be sent by email to FOI@midandeantrim.gov.uk or by post to:

Policy Team,
The Braid,
1-29 Bridge Street,
Ballymena,
BT43 5EJ.

If you are not content with the outcome of an internal review, you have the right to apply directly to the Information Commissioner for a decision. You must make your complaint to the ICO within 40 working days of you receiving your response or the date of your last contact with the Council.

The Information Commissioner can be contacted at:

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF.

Alternatively, a complaint may be made via the ICO website at:

<https://ico.org.uk/make-a-complaint>

Please be advised that Mid and East Antrim Borough Council may release the response to this information request into the public domain via our website at:

<https://www.midandeantrim.gov.uk/>

If we publish our response to your request, your personal data will be removed to protect your privacy.

Appendix 1



Mid and East Antrim Borough Council

Public Authority Statutory Equality and Good Relations Duties Annual Progress Report

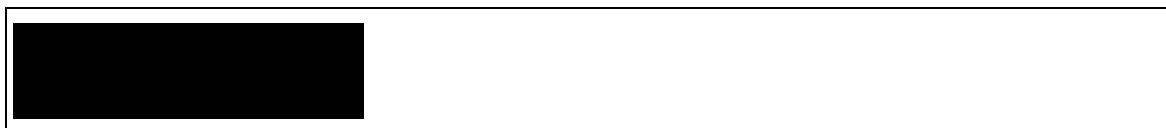
Contact:

<ul style="list-style-type: none">Section 75 of the NI Act 1998 and Equality Scheme	Name: Siobhan Fisher Telephone: 0300 124 5000 Email: policy@midandeantrim.gov.uk
<ul style="list-style-type: none">Section 49A of the Disability Discrimination Act 1995 and Disability Action Plan	As above <input checked="" type="checkbox"/> (double click to open) Name: Telephone: Email:

Documents published relating to our Equality Scheme can be found at:

The Equality Scheme is currently under review.

Signature:



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

It presents our progress in fulfilling our statutory equality and good relations duties, and implementing Equality Scheme commitments and Disability Action Plans.

This report reflects progress made between April 2022 and March 2023

PART A – Section 75 of the Northern Ireland Act 1998 and Equality Scheme

Section 1: Equality and good relations outcomes, impacts and good practice

- 1** In 2022-23, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.

2022-2023 is the final year of Mid and East Antrim Borough Council's current Disability Action Plan. MEABC are currently getting ready to launch the final version of both plans for 2023-2027 in September 2023.

Key policy/service delivery developments: 2022-2023

Council have continued to progress and introduce a number of initiatives aimed at making Mid and East Antrim an inclusive and accessible Borough. Below are some examples of for the reporting year.

- **Support Services for bin collections – Assisted lift/collect & return**

The **Assisted Waste Collection Service** has been established to ensure that households where no one is able to present their bins due to their age or health conditions, are still able to avail of the waste collection service.

This service is aimed at those who are physically unable to leave their bin out for collection and have no-one to do it for them. Those who meet the criteria can apply for MEABC's free assisted bin lift service whereby a member of Council's collection staff will take bin from the property, empty and then return it to the property.

Council have also established **Additional Capacity Waste Collection Service** to ensure that residents who produce more residual waste due to medical conditions can have their waste removed during their usual waste collection, rather than arranging alternative disposal.

- **Dementia Friendly Borough**

Continuing on from 2021-2022 Council, in partnership with the Northern Ireland Social Care Trust and Alzheimer's NI, Council has provided 10 **dementia awareness training** sessions across the Borough with 232 people attended.

Council has also developed **dementia information support packs** to signpost training participants to local support services and these are now used at all training sessions and there have been 3 meetings held of the **MEA Dementia Steering Group** from September 2022 to February 2023, so the initiative is still going strong.

PART A

In addition to training, Council held a weeklong programme of activities across the Borough for **Dementia Action Week** in May 2022 that consisted of a mix of online and face to face options to encourage participation. Council has also supported local dementia-friendly community groups to access external funding opportunities.

Council was also shortlisted as a finalist in the **Dementia Friendly Business Category** for the new national Dementia Hero Awards through the Alzheimer's Society. This was a big achievement as there were almost 300 applications from across England, Wales, and Northern Ireland.

The ***Made for Memories: Enabling people living with dementia to access*** heritage project was successfully delivered between September 2022 and early March 2023. All identified participating groups took part except for Wilson House due to Covid-19 concerns. The Bank House Café in Whitehead was an additional tourism orientated business who came on board during project delivery. All planned outcomes were met and the full amount of funding offered from the National Lottery Heritage Fund of £14,140 was drawn down. There were 48 participants living with dementia who took part in total. As an additional outcome of the project the Causeway Coastal Route Tourism cluster groups have formed a sub-group to work on enhancing inclusivity for the local tourism offer including within Mid and East Antrim.

- **Autism Friendly Borough**

Autism-Friendly Information Roadshows were delivered in Carrickfergus on 31 January 2023, and in Ballymena on 17th February 2023. The Larne Roadshow scheduled for March 2023 had to be postponed due to unavailability of key organisations. This has been rescheduled for 29 June 2023 4pm to 6pm.

Four online **Makaton taster sessions** (a form of sign language commonly used by individuals with autism) took place on 14th, 15th, 29th & 30th March 2023. A further two sessions were scheduled for April 2023. We currently have a waiting list of 142 individuals who have registered for Makaton training.

Mid and East Antrim Borough Council have continued to commit to becoming a **JAM Card Friendly** organisation, this is evidenced by 103 staff taking part in 'Just a Minute' Awareness Training by 30 March 2023.

Four additional '**Autism Friendly**', virtual or in-person, public awareness sessions held for businesses, Council staff or the local community by March 2023, making 7 autism-awareness sessions were held over the 2022/23 year. At least 90% of attendees reporting that their knowledge of autism has increased following the training sessions.

The Braid Museum and Arts Centre, and Larne Arts Centre received their '**Autism Impact Award**' training in March 2023.

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2022-23 (*or append the plan with progress/examples identified*).

2022-2023 is the final year of Mid and East Antrim Borough Council's current Equality Action Plan. MEABC are currently getting ready to launch the final version of both plans for 2023-2027 in September 2023.

- **Age-Friendly Borough**

In April 2022 Mid and East Antrim Borough Council became member of the WHO Global Network for Age-Friendly Cities and Communities (AFC) and was appointed an Age Friendly Community on 1st July 2022. Age-friendly Communities commit to following the World Health Organisation's Age-Friendly Communities framework that guide communities through the process of becoming a better place to age.

Mid and East Antrim Borough Council participated in weekly UK Centre for Ageing Better meetings, monthly Age-Friendly Communities NI Peer meetings, and quarterly Age Friendly NI Network meetings.

In July 2022 Council was involved in the co-delivery of three Pop Up Shops incorporating Age Friendly Survey for baseline assessment. A baseline assessment was also completed on the current Age Friendly status and Council are developing an Action Plan in line with the Community Plan which is currently under review.

Council undertook the delivery of two age-friendly awareness Sessions to Senior Management and 31 members of staff from Public Protection, Health and Wellbeing staff. Additionally, Council established an Age-Friendly Internal Working Group, where nominated representatives from each service will be delivering self-assessment to identify how our services can become more age friendly. One Group meeting has been held, and two Age-Friendly Awareness Sessions have been delivered to prepare for self-assessment.

Council's first Positive Ageing Month Calendar of Events was produced and circulated for October 2022. Four quarterly ezines have been circulated to statutory, voluntary and community groups detailing the work of our Health and Wellbeing service as well as providing information on topical issues such as loneliness, support services available, local events and online tools to help with budgets in response to Cost of Living crisis, circulation is to over 700 each quarter. This is also provided in text only format for Section 75 list.

AFC has developed existing software to capture age friendly queries or complaints, and allow for planning actions. This will also help identify common issues, make best use of limited resources and improve information sharing and reporting.

AFC continues to identify and develop links with community groups, partner organisations, individuals and colleagues and incorporate into AF assets register/database.

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- **Workshops**

With the current cost of living crisis and increase in heating costs in mind, Council partnered with Northern Health and Social Care Trust to provide Art Workshops in **Council Warm Spaces** over the 2022-2023 reporting period.

To encourage positive attitudes between different cultures within the Borough, Council held two **intercultural theatre productions** for schools.

Additionally, Council worked with **The Muslim Women's Group** in Mid and East Antrim to hold an Art Workshop Programme.

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3 Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2022-23 reporting period? (*tick one box only*)

Yes No (go to Q.4) Not applicable (go to Q.4)

Please provide any details and examples:

3a With regard to the change(s) made to policies, practices or procedures and/or service delivery areas, what **difference was made, or will be made, for individuals**, i.e. the impact on those according to Section 75 category?

Please provide any details and examples:

3b What aspect of the Equality Scheme prompted or led to the change(s)? (*tick all that apply*)

As a result of the organisation's screening of a policy (*please give details*):

As a result of what was identified through the EQIA and consultation exercise (*please give details*):

As a result of analysis from monitoring the impact (*please give details*):

As a result of changes to access to information and services (*please specify and give details*):

Other (*please specify and give details*):

Section 2: Progress on Equality Scheme commitments and action plans/measures

Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

4 Were the Section 75 statutory duties integrated within job descriptions during the 2022-23 reporting period? (*tick one box only*)

- Yes, organisation wide
- Yes, some departments/jobs
- No, this is not an Equality Scheme commitment
- No, this is scheduled for later in the Equality Scheme, or has already been done
- Not applicable

Please provide any details and examples:

5 Were the Section 75 statutory duties integrated within performance plans during the 2022-23 reporting period? (*tick one box only*)

- Yes, organisation wide
- Yes, some departments/jobs
- No, this is not an Equality Scheme commitment
- No, this is scheduled for later in the Equality Scheme, or has already been done
- Not applicable

Please provide any details and examples:

6 In the 2022-23 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? (*tick all that apply*)

- Yes, through the work to prepare or develop the new corporate plan
- Yes, through organisation wide annual business planning
- Yes, in some departments/jobs

PART A

- No, these are already mainstreamed through the organisation's ongoing corporate plan
- No, the organisation's planning cycle does not coincide with this 2022-23 report
- Not applicable

Please provide any details and examples:

Equality action plans/measures

7 Within the 2022-23 reporting period, please indicate the **number** of:

Actions completed: Actions ongoing: Actions to commence:

Please provide any details and examples (*in addition to question 2*):

All information contained at Question 2.

8 Please give details of changes or amendments made to the equality action plan/measures during the 2022-23 reporting period (*points not identified in an appended plan*):

No amendments made during the year.

9 In reviewing progress on the equality action plan/action measures during the 2022-23 reporting period, the following have been identified: (*tick all that apply*)

- Continuing action(s), to progress the next stage addressing the known inequality
- Action(s) to address the known inequality in a different way
- Action(s) to address newly identified inequalities/recently prioritised inequalities
- Measures to address a prioritised inequality have been completed

Arrangements for consulting (Model Equality Scheme Chapter 3)

10 Following the initial notification of consultations, a targeted approach was taken – and consultation with those for whom the issue was of particular relevance: (*tick one box only*)

- All the time Sometimes Never

PART A

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

The extent of in-person consultation remained somewhat limited as a result of the fall-out of the Covid-19 Pandemic. However, excellent examples of promoting equality of opportunity and good relations can be seen around the work of making Mid and East Antrim an Autism and Dementia Friendly Borough detailed at Question 2.

- 12** In the 2022-23 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

- Face to face meetings
- Focus groups
- Written documents with the opportunity to comment in writing
- Questionnaires
- Information/notification by email with an opportunity to opt in/out of the consultation
- Internet discussions
- Telephone consultations
- Other *(please specify)*:

Please provide any details or examples of the uptake of these methods of consultation in relation to the consultees' membership of particular Section 75 categories:

Unfortunately, Council were unable to monitor trends in uptake due to the continuation of the Covid-19 pandemic and lack of options.

- 13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2022-23 reporting period? *(tick one box only)*

- Yes No Not applicable

Please provide any details and examples:

PART A

14 Was the consultation list reviewed during the 2022-23 reporting period? *(tick one box only)*

- Yes No Not applicable – no commitment to review

Arrangements for assessing and consulting on the likely impact of policies (Model Equality Scheme Chapter 4)

<https://www.midandeantrim.gov.uk/council/equality-good-relationships/equality-scheme/>

15 Please provide the **number** of policies screened during the year *(as recorded in screening reports)*:

21

16 Please provide the **number of assessments** that were consulted upon during 2022-23:

0	Policy consultations conducted with screening assessment presented.
0	Policy consultations conducted with an equality impact assessment (EQIA) presented.
0	Consultations for an EQIA alone.

17 Please provide details of the **main consultations** conducted on an assessment (as described above) or other matters relevant to the Section 75 duties:

Not applicable.

18 Were any screening decisions (or equivalent initial assessments of relevance) reviewed following concerns raised by consultees? *(tick one box only)*

- Yes No concerns were raised No Not applicable

Please provide any details and examples:

Not applicable.

Arrangements for publishing the results of assessments (Model Equality Scheme Chapter 4)

19 Following decisions on a policy, were the results of any EQIAs published during the 2022-23 reporting period? *(tick one box only)*

Staff Training (Model Equality Scheme Chapter 5)

- 24** Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2022-23, and the extent to which they met the training objectives in the Equality Scheme.

Please see Question 2.

- 25** 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:

Please see Question 2.

Public Access to Information and Services (Model Equality Scheme Chapter 6)

- 26** Please list **any examples** of where monitoring during 2022-23, across all functions, has resulted in action and improvement in relation to **access to information and services**:

Not applicable.

Complaints (Model Equality Scheme Chapter 8)

- 27** How many complaints **in relation to the Equality Scheme** have been received during 2022-23?

Insert number here:

Please provide any details of each complaint raised and outcome:

Not applicable.

Section 3: Looking Forward

- 28** Please indicate when the Equality Scheme is due for review:

The revised Equality Scheme went out for Consultation on 14th February until 9th May 2023 and is due for approval from Committee in September 2023.

- 29** 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*)

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It is planned to provide screening training to all MEA staff and to create a Consultation Policy to provide guidance to MEA staff.

30 In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next reporting period? *(please tick any that apply)*

- Employment
- Goods, facilities and services
- Legislative changes
- Organisational changes/ new functions
- Nothing specific, more of the same
- Other (please state):

PART B

PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans

1. Number of action measures for this reporting period that have been:

9

Fully achieved

1

Partially achieved

0

Not achieved

2. Please outline below details on all actions that have been fully achieved in the reporting period.

2 (a) Please highlight what **public life measures** have been achieved to encourage disabled people to participate in public life at National, Regional and Local levels:

Level	Public Life Action Measures	Outputs ⁱ	Outcomes / Impact ⁱⁱ
National ⁱⁱⁱ			
Regional ^{iv}			
Local	Encourage and create opportunities for people with disabilities to participate in public, political and civic life.	Participate in careers events targeted towards people with disabilities.	DfC's Trust Inclusion Co-design Workshop and co-design work with disability organisations and NHSC for a LMP skills pilot. 18 students from Castle Tower plus their teachers and assistants came to the Science Summer School on 15 November 2022.

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2(b) What **training action measures** were achieved in this reporting period?

	Training Action Measures	Outputs	Outcome / Impact
1	Develop a core equality, disability and diversity training curriculum for Mid and East Antrim Borough Council Staff and Elected Members.	Ensure learning and development is up to date.	Staff continue to be required to attend mandatory training as appropriate with attendance/engagement monitored.
2	Incorporate awareness sessions into Council's corporate induction and training programs including departmental team days.	Ensure learning and development is up to date.	An age and disability awareness raising session was included as part of the Environmental Health team day in October 2022.
3	Ongoing review of Council's actions to ensure learning, continual improvement and facilitate standard setting for the future. Conduct ongoing research to identify ways to meet the increasing and diverse needs of people with a disability living in our Council area and take action towards securing funding and implementing the identified requirements.	Report to Senior Management Team, Policy & Resources Committee and Council on the annual progress of the Disability Action Plan.	<p>Council worked with a range of stakeholders on the Labour Market Partnership (LMP), funded by DfC. The partnership is jointly chaired by disability advocates from the NI Union of Supported Employment (NIUSE). The LMP Action Plan 2022-23 had a key focus on disability with new interventions developed for this group including</p> <ul style="list-style-type: none"> • Access All Areas, a brokerage programme to support those with disabilities to undertake work tasters and placements. • Enterprise Pathways which support those who are unemployed to start their own business and; • Three job fairs in Ballymena, Larne and Carrickfergus.

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			<p>The LMP has also undertaken disability awareness raising activities including the ‘Engaging with Disability Talent’ event for employers on 6 September 2022 with 83 participants and a follow up session on ‘Partnering for Social Value’ on 17 October 2022 with 50 attendees. As part of the LMP’s work a new monitoring system has been designed with the disability partners to record more useful data around disability.</p> <p>Council continues to support social enterprises (employing people with disabilities) throughout the borough through a range of business support and training programmes as follows:</p> <ul style="list-style-type: none"> • Access All Areas • LMP Enterprise Pathways • Women Returners Programme • Stride • Verve • Go For It • Exploring Enterprise • Spark • Global Entrepreneurship Week • Science Summer School • Job Fairs and Employability and Well-being events • Enterprising Women • MEA Employment Academies • Business Escalator Plus Programme
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			<ul style="list-style-type: none"> • Digital Boost Programme • Bid 2 Win Programme • Digital Surge Programme
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2(c) What Positive attitudes **action measures** in the area of **Communications** were achieved in this reporting period?

	Communications Action Measures	Outputs	Outcome / Impact
4	Engagement with stakeholders to ensure Council are meeting the diverse needs of people with disabilities living in and visiting our Borough.	Engagement in both the Disability Action Plan and Autism Steering Group.	Communications worked closely with Council departments in the support of the Disability Action Plan. Communications also sit on the Autism Awareness Steering Group and have made positive changes as a result.
5	People with disabilities are more aware of Council services available to them and find accessing information quick and easy. Council's external and internal communication practices, policies and procedures will be such that disabled people are portrayed in an inclusive and positive way. Take measures to promote positive attitudes towards people with a disability amongst employees, Elected Members, and the public.	Increase external and internal awareness of the location and availability of disabled facilities and services across the Borough, including radar keys, assisted bin lifts.	All Events organised by the Communications department are fully accessible in terms of access and information provision. Communications continue to help facilitate remote access to Council and Planning meetings via remote access. We now provide subtitles on 100% of our videos.

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2 (d) What action measures were achieved to ‘encourage others’ to promote the two duties:

	Encourage others Action Measures	Outputs	Outcome / Impact
6	Strive to achieve equality of opportunity to Council services and facilities for those with a disability through enhanced accessibility and encouraged participation.	Develop Tourism Access for All scheme.	<p>The Museum team secured 88% funding for project costs of £16,140 at £14,140 from the National Lottery Heritage Fund for a dementia friendly tourism project delivered from the beginning of September 2022 in partnership with The Heritage Hub at Carnlough Town Hall (Carnlough Community Association); Whitehead Railway Museum; Twilight Coffee & Bunk House and Lighthouse Yarns craft studio.</p> <p>Partners received awareness training and a downloadable pre-visit guide for families and carers for the two industrial heritage sites as they move towards becoming dementia friendly.</p> <p>The following participating groups attended bespoke storytelling sessions at the venues developed with advice from Alzheimer’s NI – Prom Friendship Group, Larne:</p> <ul style="list-style-type: none"> • Wilson House Day Care Centre, Broughshane; • Victoria Court Sheltered Accommodation, Whitehead; and

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			<ul style="list-style-type: none"> • Karingmore Private Residential Home, Carnlough. <p>The pilot project, aims to encourage managed and safe visitor attractions for people living with the early stages of dementia, and is endorsed by Causeway Coast and Glens Tourism Clusters, with a show case event with Carrickfergus Enterprise for tourism businesses in March 2023.</p>
7	Strive to achieve equality of opportunity to Council services and facilities for those with a disability through enhanced accessibility and encouraged participation.	<p>Deliver sports/activity programs and services to facilitate access to physical activities for people of all ages who live with a disability</p> <p>Deliver at least one Sensory Play Workshop per year.</p> <p>Ensure the inclusion and consultation of disabled people in the design of new Council buildings or renovation of existing Council buildings.</p>	<p>Summer of Play 2022 – “wobble it” session was delivered and was open for all abilities to attend. Attendee’s included children with autism. Additionally, a sensory walk with the local play group in Glenravel at the new Glenravel Greenway took place in June 2022.</p> <p>A Christmas themed sensory walk took place at the Carrick/Larne autism group in December and Council’s Autism Roadshow included a sensory play session.</p> <p>Investment in community centres of £381,000 this current financial year - a portion of which includes the improvement of accessibility of our buildings.</p>
8	People with disabilities are more aware of Council services available to them and find accessing information quick and easy. Council's external and	Increase visibility of people with disabilities in Council promotional and branded material and social media.	The Autism Friendly Guides to our accredited facilities are readily available and serve to promote this approach that council has in promoting positive attitudes to persons with a disability.

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	<p>internal communication practices, policies and procedures will be such that disabled people are portrayed in an inclusive and positive way. Take measures to promote positive attitudes towards people with a disability amongst employees, Elected Members and the public.</p>	<p>Increase external and internal awareness of the location and availability of disabled facilities and services across the Borough, including radar keys, assisted bin lifts.</p>	<p>Radar keys available for purchase at Carnfunnock Country Park (CCP) reception. CCP provided facility for no. 3 Mae Murray Foundation events in 2022.</p> <p>The Autism Friendly Guides to our accredited facilities are readily available and serve to promote this approach that council has in promoting positive attitudes to persons with a disability.</p>
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2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
9	<p>Deliver sports/activity programs and services to facilitate access to physical activities for people of all ages who live with a disability</p>	<p>Sound & Wellness Festival - Music Therapy Workshops in Castle Tower Special School.</p>	<p>The children from Castle Tower Special School were able to enjoy the sound festival in surroundings that made them comfortable.</p>

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3. Please outline what action measures have been **partly achieved** as follows:

	Action Measures partly achieved	Milestones/ Outputs	Outcomes/Impacts	Reasons not fully achieved
10	Strive to achieve equality of opportunity to Council services and facilities for those with a disability through enhanced accessibility and encouraged participation.	Between 1st April 2022 and 31st March 2023, Council delivered one accessible relaxed theatre performance	Attendance: 132	We were unable to deliver more accessible performances due to challenges with the programme. Accessible performances often require more than one performance in a run, and most of the our professional touring theatre productions were based on one-night only performances.

4. Please outline what action measures **have not been achieved** and the reasons why.

	Action Measures not met	Reasons
1		
2		

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5. What **monitoring tools** have been put in place to evaluate the degree to which actions have been effective / develop new opportunities for action?

(a) Qualitative

Departmental Business Plans are reported to Council to provide progress and identify areas of concern.

(b) Quantitative

Departmental Business Plans are reported to Council to provide progress and identify areas of concern.

6. As a result of monitoring progress against actions has your organisation either:

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes?

No

If yes please outline below:

	Revised/Additional Action Measures	Performance Indicator	Timescale
1			
2			
3			
4			

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5			
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7. Do you intend to make any further **revisions to your plan** in light of your organisation's annual review of the plan? If so, please outline proposed changes?

No, the plan ended on 31st March 2023 and new plans are currently undergoing the approval process.

ⁱ **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

ⁱⁱ **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

ⁱⁱⁱ **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

^{iv} **Regional**: Situations where people can influence policy decision making at a middle impact level