

EQUALITY COMMISSION FOR NORTHERN IRELAND

Public Authority 2010 – 2011 Annual Progress Report on Section 75 of the NI Act 1998 and Section 49A of the Disability Discrimination Order (DDO) 2006

This report template includes a number of self assessment questions regarding implementation of the Section 75 statutory duties from **1 April 2010 to 31 March 2011**. This template also includes a number of questions regarding implementation of Section 49A of the DDO from the **1 April 2010 to 31 March 2011**. Please enter information at the relevant part of each section and ensure that it is submitted electronically (by completing this template) and in hardcopy, with a signed cover letter from the Chief Executive or, in his/her absence, the Deputy Chief Executive to the Commission by **31 August 2011**.

In completing this template it is essential to focus on the application of Section 75 and Section 49. This involves progressing the commitments in your equality scheme or disability action plan which should lead to outcomes and impacts in terms of measurable improvement for individuals from the equality categories. Such outcomes and impacts may include changes in public policy, in service provision and/or in any of the areas within your functional remit.

Name of public authority (Enter details below)

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Equality Officer (Enter name and contact details below)

S75:

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DDO (if different from above):

Please indicate whether you would prefer to receive correspondence from the Commission by:

Post

Electronically

S75 Executive Summary

- What were the key policy/service developments made by the authority during this reporting period to better promote equality of opportunity and good relations and what outcomes were achieved?

Northern Ireland

- BIG has launched 5 new funding programmes in Northern Ireland during the reporting period aimed at tackling inequality and addressing need. Each programme was developed following research and consultation with our stakeholders in Northern Ireland. The details of these programmes can be found on our website at: www.biglotteryfund.org.uk
- BIG has implemented a new approach to equality and beneficiary monitoring on two of its new funding programmes (Impact of Alcohol and Space & Place). Details on this new approach can be found in section 6 of this report.
- BIG continues to implement the Northern Ireland Equality Scheme 2007-12. In compliance with Section 75 guidance, BIG has taken pre-emptive steps to develop a new equality scheme and action plan.
- BIG published its Screening 6 report in September 2010, detailing the equality assurance findings of all programmes/policies/procedures that were created between 1 June 2008 and 31 May 2010. BIG publicly consulted on the findings of the report and held a series of meetings with organisations that aimed to meet the needs of Irish Travellers.
- BIG conducted an informal review of its Disability Action Plan 2007-2012 in June 2010. Findings were published in a progress report and disseminated to staff and external stakeholders.
- To support decision making, BIG appointed a Young Person Committee for the Reaching Out: Empowering Young People

programme. This decision making committee is also comprised of 4 members of BIG's current Northern Ireland Committee.

UK wide

- We conducted a review of our first Joint Equality Scheme (Race, Disability and Gender) during the reporting period and launched a public consultation period in June 2010. Following consultation BIG published a new JES and action plan in December 2010.
- BIG has developed an Equality Strategy to provide a framework for implementing BIG's equality work, including our equality principles. As part of the realisation of BIG's strategic mission, and the chief executive's personal targets, BIG has identified seven Equalities Champions, each supported by a member of the Senior Management Team, to galvanise cross organisational involvement in finding and focusing on issues associated with the seven equality themes. They will inform BIG policy and practice and influence BIG's internal culture.
- Continued implementation of BIG's Equal Opportunities policy.
- Continued application of BIG's Equality Assurance process in the development of all programmes, policies and procedures.
- BIG developed a new approach to equality in grant making and beneficiary monitoring. While the development of this approach extends beyond the reporting period, Senior Management Team signed off on the new system in October 2010. Further details of this new approach can be found in section 6.
- What are the main initiatives planned in the coming year to ensure the authority improves outcomes in terms of equality of opportunity and good relations for individuals from the nine categories covered by Section 75?

Northern Ireland

- Over the next financial year BIG will be developing new funding programmes followed by a consultation process with our key stakeholders. All new programmes will be developed in line with BIG's equality assurance process and will be informed by BIG's Northern Ireland equality profile.
- BIG will continue to integrate its new approach to equality in grant making into new programmes.
- BIG will develop an equality profile for the Northern Ireland office, a headline document, gathering key research to identify key inequalities in Northern Ireland. The document will also profile what BIG has done as grant maker in terms of our beneficiary data.
- In compliance with revised guidance to public authorities on section 75, BIG will begin developing a revised equality scheme. From 1 August 2011, BIG will commence work on an audit of inequalities to inform the development of an action plan which will form part of the new scheme.

UK wide

Summary of UK wide initiatives

- **Equality Champions:** Purpose is to galvanise cross organisational involvement in finding out and then focusing on critical issues associated with each of seven equality themes for the purposes of informing BIG's policy and practice and influencing BIG's internal culture. The Champions will bring their recommendations for action to the January 2012 Board meeting for decision-making.
- **Equality information requirements (for grant holders):** The new requirements will continue to be rolled out across a range of new programmes and will be accompanied by staff training and promotion of support (via BIG's 'Equality information guide for grant holders' and a training module for funding advisors or equivalents. BIG will also review the impact of the introduction of these new requirements for staff and customers.

- **Disability confidence training for managers** will be rolled out from October 2011 onwards.
- **Equality assurance process:** BIG will review its equality assurance process (and support materials) to ensure that it is fit for purpose and that it empowers staff and Board/committee members to factor equality considerations into their decision-making.
- **Programme equality profile development:** BIG will continue work to develop programme equality profiles which are designed to help identify whether there are any obvious funding gaps and if so whether further exploration or strategic action is required.
- **Equality engagement:** A series of activities will be undertaken designed to encourage staff to become more engaged in supporting BIG's Equality Strategy (for example broadening out equality learning opportunities, disseminating good practice case studies, facilitating focus group discussions on equality themes).
- **New Funding Management:** Our new SAP-based BPR funding management system will be implemented during 2011, ready for go-live in 2012. This system will be reflective of BIG's new approach to grant making and will include a revised approach to beneficiary monitoring and an online application system. To support our new funding management system we are also seeking ways to improve the efficiency and effectiveness of our business.
- **Assisted Access:** To support the shift towards a fully online system, BIG is currently exploring ways to help those with no/limited internet access, so they can fully access all of our services,
- Please give examples of changes to policies or practices which have resulted in outcomes. If the change was a result of an EQIA please tick the appropriate box in column 3 and reference the title of the relevant EQIA in the space provided below:

Covered in screening report.

	Outline change in policy or practice which have resulted in outcomes	Tick if result of EQIA
Persons of different religious belief	•	
Persons of different political opinion	•	
Persons of different racial groups	•	
Persons of different age	•	
Persons with different marital status	•	
Persons of different sexual orientation	•	
Men and women generally	•	
Persons with and without a disability	•	
Persons with and without dependants	•	

- Title/s of EQIAs referenced: **No EQIA were required during the reporting period.**

Section 1: Strategic Implementation of the Section 75 Duties

BIG recognises the importance of integrating our statutory equality responsibilities into BIG's business planning and performance management arrangements. Several internal projects, strategies or programmes in development include equality commitments (both explicit and implicit).

The key drivers are:

1. Strategic Framework
2. Corporate Plan
3. Intelligent Funding
4. Customer Services Strategy

Strategic Framework to 2015

BIG's Strategic Framework takes us from where we are today to where we want to be in 2015. It charts the journey we will make during this period. We are already more than simply a distributor of funds: we offer support to the sectors we fund, we work with other funders to develop and share leading practice and we promote the analysis of the impact of our funding to policy makers. This Strategic Framework takes us further forward to becoming a more effective and efficient funder – an intelligent funder – securing greater impact and influence from our work.

Corporate Plan 2010/2011

Our corporate plan for 2010/11 explains how we will use the money raised by the National Lottery for health, education, environment and charitable purposes for the year ending 31 March 2010. It also includes our intentions for managing non-Lottery funded programmes.

Intelligent Funding

Promoting equality and tackling it is the hallmark of an intelligent funder (IF). Our IF approach should provide us with a more coherent and effective methodology and an enabling set of tools for staff and committees to achieve our equalities aims. We believe that projects that put equality considerations at the heart of their planning and delivery are more likely to achieve their outcomes, By sharing learning from innovation - both successful and less so, and from good practice, we can influence policy and practice and support public accountability.

Customer Service Strategy

BIG published a 5 year customer service strategy in April 2010 to ensure our customers know what they can expect of us and trust those expectations will be satisfied or exceeded. The strategy was developed in line with BIG's six equality principles:

- Promoting accessibility
- Valuing cultural diversity

- Please provide an update of policies subject to EQIA during 2010-11, stage 7 EQIA monitoring activities and an indicative EQIA timetable for 2011-12

During the reporting period, as a result, no Equality Impact Assessments were recommended or conducted. We continue to monitor and review policies, procedures and programmes in order to assess the need for Equality Impact assessments in the future.

EQIA Timetable – April 2010 - March 2011

Title of Policy EQIA	EQIA Stage at end March 2011 (Steps 1-6)	Outline adjustments to policy intended to benefit individuals, and the relevant Section 75 categories due to be affected.

- Where the EQIA timetable for 2010-11 (as detailed in the previous annual S75 progress report to the Commission) has not been met, please provide details of the factors responsible for delay and details of the timetable for re-scheduling the EQIA/s in question.

N/A

Ongoing EQIA Monitoring Activities April 2010- March 2011

Title of EQIA subject to Stage 7 monitoring	Indicate if differential impacts previously identified have reduced or increased	Indicate if adverse impacts previously identified have reduced or increased

- Please outline any proposals, arising from the authority’s monitoring for adverse impacts, for revision of the policy to achieve better outcomes the relevant equality groups:

None planned

2011-12 EQIA Time-table

Title of EQIAs due to be commenced during April 2011 – March 2012	Existing or New policy?	Please indicate expected timescale of Decision Making stage i.e. Stage 6

Section 4: Training

- Please outline training provision during the year associated with the Section 75 Duties/Equality Scheme requirements including types of training provision and conclusions from any training evaluations.
 - All new employees across the organisation have received a corporate induction to raise awareness on equality law in the UK. The Northern Ireland directorate continues to implement its own equality induction process to compliment the corporate induction. The equality induction is specifically geared towards raising awareness on section 75 and it delivered by BIG's NI Equality Advisor.
 - Staff returning from prolonged absence due to sickness or maternity leave have received refresher sessions on equality in Northern Ireland.
 - During the reporting period, BIG delivered 36 training modules in the Northern Ireland directorate to support the launch of new funding programmes and grants processes. While equality is considered in the development of every training module, two modules had a specific equality focus:

Equality Matters for grants staff

Equality Matters is a guide to help grant applicants consider and manage equality issues associated with their project before they apply to BIG and to meet the equality standards that BIG expects

from grant holders. Training was delivered to new staff to on implementing Equality Matters as a grant maker.

Pre-award Equalities at BIG: our new approach

Staff received training on BIG's new equality approach to grant making with an emphasis on pre-award and grant setup. All grants staff attended this session and all queries were addressed in the weeks following. Further programme specific training sessions on equalities have been scheduled for the following financial year.

- In May 2010, BIG delivered recruitment & selection training with first choice being offered to male staff to address the under representation of male staff at management level. This under representation of male manager had a negative impact on the gender balance of interview panels. 4 male staff took part in the training, all of which have been appointed to Recruitment & Selection panels in the past financial year.
- BIG piloted a Disability Confident course for managers in summer 2010. Changes are currently being made to the training module.
- The Empowering Young People committee received a series of equality induction and one-to-one sessions delivered by the Equality Advisor. The purpose of these sessions was to raise awareness of equality duties and discrimination and their relevance to decision making.

Section 5: Communication

- Please outline how the authority communicated progress on delivery of the Section 75 Duties during the year and evidence of the impact/success of such activities.

Internal Communication

- The Equality Advisor provided a written update to Northern Ireland Senior Management Team to highlight an under representation of male staff on recruitment & selection panels. Following this update, SMT approved R&S training for non-management staff to increase the pool of male staff that could be used.

- The Equality Advisor provided two written updates for NI Committee on key equality developments and BIG's new approach to equality in grant making.
- BIG staff have received regular updates on the Equality Act 2010, the new equality approach and other equality updates through BIG's weekly internal bulletin, BIG online.
- The Northern Ireland Internal Equality Team disseminated equality updates throughout the directorate on section 75, disability progress and new equality approach. The Internal Equality Team supports the implementation of our equality duties, schemes, policies and procedures.
- In September 2010, BIG launched an internal communication resource, The BIG Ask, a wiki model used by staff to share learning across teams. The NI Internal Equality Team set up a wiki page to regularly communicate between quarterly meetings.
- Continued online access to BIG's internal Equality Resource. This resource, the main focus of which is the Equality Assurance Process, has provided staff with the practical support they need to carry out equality assurance and ensure mainstreaming of equality across all areas of our work.
- Input by the Equality Adviser at programme forum meetings and programme development meetings, to provide guidance on the equality assurance process and programme review, with regard to beneficiary analysis.
- Monthly communication between head of Policy & Development, Corporate Equality Manager and NI Equality Advisor.

In terms of measuring success of these activities, BIG's staff survey results at a UK and NI level 2010 indicated:

UK wide, 89 % of BIG staff felt that BIG does a good job promoting equality and diversity – an increase on previous years. In Northern Ireland 100% of

staff felt that BIG does a good job promoting equality and diversity - an increase on previous years.

UK wide, 68% of staff were satisfied with the level of communication in BIG. In Northern Ireland 77% of staff were satisfied with the level of communication in BIG – an increase on previous years.

UK wide, 78% of staff felt that they had enough opportunities to give feedback and share opinions in BIG – an increase on previous years. In Northern Ireland 74% of staff felt this – an increase on the previous year.

External Communication

- BIG published its annual equality review findings following submission to the Equality Commission. The Screening 6 report, Disability Action Plan progress report and Annual Report 2009 – 2010 were added to our website and stakeholders were informed via BIG's e-bulletin and electronic mail out in September 2010.
- Ongoing promotion of our equality message at a range of events throughout the reporting year. BIG NI organised 26 events at which we promoted equality message and adhered to the requirements of our Equality Scheme. BIG also attended 33 funder's fair events and promoted equality messages.
- BIG Northern Ireland made 42 funding announcements during the reporting period on the launch of new programmes, contracts and grants.
- NI and corporate equality messages were communicated through BIG's Annual report.
- Ongoing communication via bi-monthly e-bulletin to communicate information on BIG's work. There is a permanent section on equality which the Equality Advisor keeps updated and includes communication on Section 75 work. The e-bulletin is circulated to approximately 550 stakeholders.

- Staff attendance at ongoing external events including information seminars, conferences, funding fairs, workshops and speaking engagements.
- Ongoing promotion of 'Our Mission and Values' and 'Equality Principles' in all publications and on the website.

Section 6: Data Collection & Analysis

- Please outline any systems that were established during the year to supplement available statistical and qualitative research or any research undertaken/commissioned to obtain information on the needs and experiences of individuals from the nine categories covered by Section 75, including the needs and experiences of people with multiple identities.

Equality monitoring has been introduced into most of our new programmes. Applicants are asked if their project will mostly benefit people of a specific ethnic background, age, gender, religion or belief, disability or sexual orientation and in Northern Ireland only, community background.

This data comes with the caveat that applicants can select more than one category and some do not answer the questions.

For this report we analysed the information across the UK from 25,069 applications received in the year to 31 March 2011. We excluded withdrawn and transferred grants. All of these applications had received a decision on funding during the year. 11, 467 awards were made (totaling £284 million) from this pool of applications. The results are set out in the table below.

To be considered for funding, a project should be based on clear evidence of need; sometimes this will warrant a targeted intervention focussing on a specific beneficiary group or situation; in many cases, however, the need will cut across a range of people, and it will be important for projects to be as accessible and inclusive as possible. This is reflected in our funding statistics, which highlight that the vast majority of applications received and awards made have gone to projects which indicate they are aiming to benefit a wide range of people.

	Number of applications and application rate ¹		Number of awards and application success rate		Requested amount (£'000) and % of requested amount ²		Awarded amount (£'000) and % of awarded amount ³	
Ethnicity (Applicants are asked if their project will mostly benefit people from a specific ethnic background. They can select up to three categories therefore these responses incorporate double and triple counting)								
White UK	1,141	3%	566	50%	85,208	6%	40,520	7%
White other	1,068	3%	741	69%	22,486	2%	11,999	2%
Mixed/multiple ethnic groups	1,289	4%	663	51%	41,572	3%	12,398	4%
Asian/Asian UK	1,449	4%	677	47%	79,446	6%	25,831	5%
Black/African/ Caribbean/ Black UK	2,037	6%	901	44%	77,794	5%	26,607	5%
Other ethnic group	460	1%	244	53%	31,530	2%	12,279	2%
No specific ethnicity	27,294	79%	13,134	48%	1,095,297	75%	440,325	76%
Age (Applicants are asked if their project will mostly benefit people of a particular age group. Applicants can select more than one age group therefore responses may incorporate multiple counting)								
0-24	13,378	35%	6,658	48%	751,434	33%	288,369	33%
25-64	6,931	16%	3,070	48%	600,105	27%	224,767	25%
65+	3,733	9%	1,904	51%	435,645	19%	169,358	19%
No specific age	15,631	39%	7,448	48%	458,209	20%	190,613	22%
Gender (Applicants are asked if their project will mostly benefit people from a specific gender.)								

¹ The application rate is shown as a percentage of the applications that requested the data

² The requested amount is shown as a percentage of applications that requested the data

³ The awarded amount is shown as a percentage of the total funding awarded to those applications that requested the data

	Number of applications and application rate ¹		Number of awards and application success rate		Requested amount (£'000) and % of requested amount ²		Awarded amount (£'000) and % of awarded amount ³	
Female	1,629	5%	810	50%	67,410	5%	29,237	5%
Male	438	1%	169	39%	11,193	<1%	4,806	<1%
No specific gender	29,072	93%	13,792	47%	1,259,945	93%	501,342	93%
Community background (Applicants applying to programmes operating in Northern Ireland are asked which community those benefiting from their project mainly belong to.)								
Mainly Catholic	326	28%	251	77%	3,774	25%	2,344	20%
Mainly Protestant	325	27%	266	82%	3,163	21%	2,580	22%
Both	495	42%	378	76%	7,516	49%	6,392	53%
Neither	35	3%	27	77%	764	5%	625	5%
Religion or belief (Applicants are asked if their project will mostly benefit people of a particular religion or belief. They can select more than one religion or belief therefore responses may incorporate multiple counting.)								
No religion	4	<1%	2	50%	616	<1%	253	<1%
Christian	181	<1%	89	49%	3,329	<1%	695	<1%
Buddhist	4	<1%	1	25%	251	<1%	10	<1%
Hindu	16	<1%	3	19%	202	<1%	19	<1%
Jewish	167	<1%	74	44%	9,057	1%	2,020	<1%
Muslim	177	<1%	81	46%	9,857	1%	1,696	<1%
Sikh	7	<1%	3	43%	59	<1%	24	<1%
Other religion	25	<1%	14	56%	5,909	<1%	5,495	1%
No specific religion	32,236	98%	15,290	49%	1,306,619	96%	528,130	97%
Disability (Applicants are asked if their project will most benefit disabled people.)								
Disabled	4,571	14%	2,570	56%	219,856	16%	90,686	17%
Not disabled	27,735	83%	13,243	48%	1,102,693	81%	432,433	79%

	Number of applications and application rate ¹		Number of awards and application success rate		Requested amount (£'000) and % of requested amount ²		Awarded amount (£'000) and % of awarded amount ³	
Sexual orientation (Applicants are asked if their project will mostly benefit lesbians, gay men or bisexual people)								
Lesbians/gay men/bisexual	198	<1%	96	48%	14,170	1%	4,357	<1%
Not specific to lesbians/gay men/bisexual	31,239	97%	15,010	48%	1,309,741	97%	520,063	97%

BIG has introduced a new approach to beneficiary monitoring and equality in grant making, affecting 2 new programmes that were launched during the reporting period. BIG will externally communicate further details on this new approach over the next financial year. The main changes include:

- Further integration of equality and beneficiary targeting in the main body of the application form. Applicants will be required to detail how they plan to reach their target group and how they will ensure their project is open to all (if the project is an open project)
- Grant holders will be required to estimate a beneficiary profile using quantifiable data (percentages). The beneficiary profile will be supported by existing research and/or the organisation's own research.
- Annual, grant holders will be required to provide quantifiable beneficiary data and detail the methods they have used to gather this data.
- BIG will also be commencing a piece of research to explore the experiences of grant holders that are subject to this new approach.
- BIG created an online equality information resource. This resource collated existing data sources that grant holders could use to develop their beneficiary profile, as well as good practice guidance on beneficiary monitoring and beneficiary reach.

Internally, BIG conducted a staff survey in 2010, this data can also be sorted by race, disability and gender. BIG has published findings relating to staff survey results and disability in our annual disability progress report which is included with this document.

BIG conducted an annual review of beneficiary data on the Awards for All programme. No significant inequalities or gaps in service provision were identified.

To support the development of BIG's Impact of Alcohol and Space & Place programmes, the Equality Advisor led on a literature review of existing research to identify groups that would be at particular risk.

- Please outline any use of the Commission's Section 75 Monitoring Guide.

As reported in previous report, BIG used this guide in the development of our new approach to equality and beneficiary monitoring in grant making.

Section 7: Information Provision, Access to Information and Services

- Please provide details of any initiatives/steps taken during the year, including take up, to improve access to services including provision of information in accessible formats.
 - We monitored the accessibility of our information and services across the range of our work. This included ongoing formal recording of equality-related enquiries, such as requests for information in alternative formats, accessibility to events, and additional support for callers. We also monitored feedback from users via our customer survey, attendance at events, and other user. Our findings feed into regular reviews of our services.
 - Ongoing response to accessibility requests at information seminars and other events organised by BIG. Examples include:
 - Providing BSL signers on request at our Social media training events.
 - Providing materials before events in large print.
 - At UK-wide level also, BIG continued to respond to requests for information or publications in community languages and alternative formats.
 - Ongoing promotion of greater accessibility of venues for events, taking into consideration physical accessibility and geographical access.
 - Ongoing implementation of our equality-assured house style guidance for all materials published by BIG, internal and external, on the Intranet and on our website. The guidance makes clear that our presentation style is open and accessible, using Plain English. It also

provides guidance on preferred terminology in areas such as disability, age, gender, race and sexuality, and specific direction on terms associated with community background and political opinion.

- BIG received four Freedom of Information requests on the basis of BIG's commitment to the equality duties:
 - A request for the UK wide funding and application data relating to BME led organisations.
 - A more specific funding enquiry relating to BME funding in London.
 - A programme specific funding query relating to BME.
 - Details of the criteria we use for establishing a project has met disability accessibility standards.

BIG responded to all these queries, none of which were progressed to a complaint.

Section 8: Complaints

- Please identify the number of Section 75 related complaints:
 - received and resolved by the authority (including how this was achieved);
 - which were not resolved to the satisfaction of the complainant;
 - which were referred to the Equality Commission.

BIG received no complaints relating to section 75. We did receive one complaint relating to the Disability Equality Duty and DDA in England. This complaint was resolved and not progressed to the next stage.

Section 9: Consultation and Engagement

- Please provide details of the measures taken to enhance the level of engagement with individuals and representative groups during the year.
- Please outline any use of the Commission's guidance on consulting with and involving children and young people.

- The Equality Advisor attended an event on equality and human rights hosted by NICEM in December 2010. The event provided further guidance in the previous year's developments in equality case law and was an opportunity to share information with other organisations working in the sector.

- The Equality Advisor attended a launch event hosted by a Reaching Communities project. The event focused on health inequalities, discussing existing health policies and projects, groups at risk and their action plan for to address health inequalities.
- Following the publication of BIG's screening 6 report, the Equality Advisor led on a public consultation process – the details of this process can be found in our Screening 7 report. As part of this consultation, BIG met with our grant holders with Traveler beneficiaries to explore their experiences of the grant management process.
- BIG's Policy & Development Unit responded to 7 public consultations, including a consultation relating to sensory disability.

Section 10: The Good Relations Duty

- Please provide details of additional steps taken to implement or progress the good relations duty during the year. Please indicate any findings or expected outcomes from this work.

BIG's framework for funding in Northern Ireland continues to be a key mechanism for meeting our good relations objectives and duties as well as providing equality of opportunity.

The framework is comprised of three themes, four outcomes, two underlying principles and nine priorities that underpin development of all our new funding programmes in Northern Ireland. One of our underlying principles – addressing disadvantage and promoting tolerance and social inclusion – is strongly related to good relations.

- Please outline any use of the Commission's Good Relations Guide.

No further update.

Section 11: New/Revised Equality Schemes

- If the Commission has notified you of its intention to request a new/revised scheme or formally requested a new/revised scheme and associated action plan, please outline below what progress has been made in this reporting period.

BIG has not received notification to produce a new/revised scheme during the reporting period.

- To date, BIG has met with other Lottery distributors to discuss the revised section 75 guidance and methods to conduct an audit of inequalities.
- BIG has developed a template to an equality profile to be used by programme fora or country offices. The profile is a headline document that gathers existing research to identify inequalities across various themes, for example; health, education, employment etc. This data is used as a benchmark to measure programme or country beneficiary data to identify gaps in service provision.

Section 12: Additional Comments

- Please provide any additional information/comments.

No additional comments

Annual Report 1 April 2010 / 31 March 2011
'Disability Duties' Questions

1. How many action measures for this reporting period have been

45

Fully
Achieved?

0

Partially
Achieved?

0

Not
Achieved?

BIG has included a Disability Action Plan progress report with this report.

2. Please outline the following detail 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 ⁴	Outcomes / Impact ⁵
National ⁶			
Regional ⁷			
Local ⁸			

⁴ **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.

⁵ **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.

⁶ **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

⁷ **Regional**: Situations where people can influence policy decision making at a middle impact level

⁸ **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.

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

	Training Action Measures	Outputs	Outcome / Impact
1			
2			
3			
4			

2(c) What Positive attitudes **action measures** in the area of **Communications** were achieved in this reporting period?

	Communications Action Measures	Outputs	Outcome / Impact
1			
2			
3			
4			

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

	Encourage others Action Measures	Outputs	Outcome / Impact
1			
2			
3			
4			

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
1			
2			
3			

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

	Action Measures partly achieved	Milestones ⁹ / Outputs	Outcomes/Impacts	Reasons not fully achieved
1				
2				
3				
4				

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

	Action Measures not met	Reasons
1		
2		
3		

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

⁹ **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved.

(a) Qualitative

(b) Quantitative

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?

Please delete: Yes / No

If yes please outline below:

	Revised/Additional Action Measures	Performance Indicator	Timescale
1			
2			
3			
4			
5			

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?
