

Insert Name of Public Authority and add Logo in Picture Box

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Public Authority Statutory Equality and Good Relations Duties

Annual Progress Report

Contact details:

<ul style="list-style-type: none">Section 75 of the NI Act 1998 and Equality Scheme	Name: The Charity Commission for Northern Ireland Telephone: 028 3832 0220 Email: admin@charitycommissionni.org.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"/> Name: Click or tap here to enter text. Telephone: Click or tap here to enter text. Email: Click or tap here to enter text.
Documents published relating to our Equality Scheme can be found at:	Equality The Charity Commission for Northern Ireland
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 2024 and March 2025

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 2024-25, 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.

Click or tap here to enter text.

The Charity Commission for Northern Ireland (the Commission) was established by the Charities Act (Northern Ireland) 2008 (the Charities Act). Charity legislation and regulatory policy is set by the Department for Communities (DfC), who sponsor and oversee the Commission. As a regulator the Commission has limited opportunities to directly act on the duties to promote equality of opportunity and good relations in the charity sector. However, it indirectly enables the promotion of equality of opportunity, good relations and the involvement of disabled people in public life through the charity registration process and investigating concerns about charities set up for a variety of public purposes. During 2024/25 the Commission's work was primarily directed towards continuing to implement various aspects of the [Charities Act \(Northern Ireland\) 2022](#), and priority recommendations of the Independent review of charity regulation. This included streamlining the registration application process, restructuring lists published to show organisations preparing to apply for registration, updating and simplifying written guidance and video tutorials, and starting to redesign the Commission's website. Most of this information was shared on our website and on social media as we moved towards new ways of communicating with, and enabling, our stakeholders.

The Commission provides a public online *register of charities* enabling public trust and confidence in specific organisations. This includes charities working with specific S.75 groups as well as those generally promoting equality and human rights. At the end of March 2025 a total of 451 (6%) of charities on the register had a specific charitable purpose related by them to the advancement of human rights, conflict resolution or reconciliation or the promotion of religious or racial harmony or equality and diversity. The percentage of charities registered with this among their charitable purposes has not changed during year under review.

Four internal manuals were screened during 2024/25. These related to the introduction of a Scheme of delegation. It is expected that others will follow in 2025/26 due to the proposed introduction of a registration threshold.

The development of all policies and guidance involves analysis of their potential effects on equality of opportunity, good relations and the disability duties. When guidance is being updated the original equality screening is revisited to check whether anything has changed from an equality perspective.

As an employer the Commission promotes equality of opportunity and good relations in the workplace. During 2024/25 Commission staff had a hybrid working pattern reflecting the Northern Ireland Civil Service (NICS) approach to remote online working. Many of the Commission's events and activities were also carried out online. The Commission participated in 51 engagement events and dealt with 7,019 calls and emails.

Through this year the internal system which the Commission uses to monitor the implementation of the Equality Scheme, action plan and our response to stakeholders, has been fully implemented and maintained. The system consists of a monthly review of equality undertaken by all programme and project teams and a quarterly report on equality provided to the Senior Management Team (SMT).

The quarterly report includes a list of policies developed in the quarter, screening decisions and information on the rationale for any of these decisions. Each quarter an overview of each screening report conducted during this period is posted on the website. These processes are also subject to an internal assurance check on a quarterly basis.

Due to the nature of its work, the Commission has limited opportunities to promote good relations on the basis of differing political opinion. We attempt to achieve this by providing a harmonious working environment for staff and being respectful in our use of language with all stakeholders.

Finally, the work of the Commission in promoting public trust and confidence in charities, through the creation of an accessible and transparent source of information on local charities operating in Northern Ireland, is a very positive step in helping to promote equality of opportunity and good relations more broadly.

During 2024/25 no investigation has been opened by the Commission on the basis of an equality ground being breached. However, issues concerning the Section 75 categories can be an aspect of concerns about charities reported to the Commission.

As well as those organisations established for the advancement of human rights, conflict resolution or religious or racial harmony, noted above; the table below sets out the main beneficiaries, from one or more of the Section 75 categories, reported by registered charities by 19 May 2025.

It should be noted that each charity can list beneficiaries from several Section 75 categories on the register. This information is freely available to members of the public and other stakeholders on the *Who the charity helps*, filter of the [register of charities](#) on the Commission's website.

s.75 category	Listed as beneficiaries
Age: Pre-school (0-5yrs)	1,454
Age: Children (5-13 yrs)	3,425
Age: Youth (14-25 yrs)	3,051
Age: Older people	2,086
Dependants	2,132
Ethnic minorities (including asylum seekers)	985
Travellers	184
Gender	3,729
Sexual orientation	156
Learning disability	758
Mental health	1064
Physical disability	940
Sensory disabilities	480

Outcomes and Improvements achieved

The Commission did not receive any complaints in line with our Equality Scheme in this period.

The annual equality training for staff took place in person at the Commission's offices on 15 October 2024, with all staff (27) in attendance. It was delivered by Disability Action, the largest Northern Ireland wide pan-disability organisation working with disabled people with various disabilities. The equality session focussed on the history of disabled people in Northern Ireland and the impact of political and economic context on the lives of disabled people.

All staff also completed an online equality training module on Equality Schemes and disability action plans provided by the NICS learning and Development know as LInKS.

Monthly equality assurances continued to be undertaken to ensure that all decision making was evidence based and resulted in no negative impacts on individuals or organisations as a result of a Section 75 characteristic.

The Commission uses online survey responses from those submitting registration applications or annual monitoring returns to monitor stakeholder experience of the accessibility of our services. We received 287 responses to these surveys in 2024/25. Although not statistically significant, these responses do help create a picture of the charity sector in terms of Section 75 categories. Of those who responded to each question the feedback shows:

- 50% of respondents were female and 47% male, 3% preferred not to answer this question.
- 38% of respondents were aged 66+ years, 52% were aged 46 – 65 years, 10 % aged 26-45 years, one respondent was aged 19-25 years and four preferred not to say.
- 15% of respondents identified themselves as having a disability, with six people preferring not to say.

These disabilities related to sensory, physical, learning, mental ill-health, progressive and multiple conditions. It should be noted that these figures have been subjected to rounding up or down where appropriate.

This was the third full year of operation for the Commission's stakeholder forum. The purpose of the forum is to enable the Commission to have a more dynamic, ongoing and effective dialogue with charity stakeholders and to provide feedback to the Commission on the delivery of our work. The membership of the forum was designed primarily to hear views from a range of charities of various sizes working in both urban and rural settings. There was a special focus on those charities that are smaller, and volunteer led. The membership reflects most of the s.75 categories, including age, disability, religious belief, sexual orientation, men and women generally and persons with dependants and persons without.

The forum has 20 members due to some resignations this year, arising from work commitments. During 2024/25 a review was carried out on the operation of the stakeholder forum several actions arose from this including keeping the membership under review, a plan to recruit new members, including from professional advisers (legal and accountancy) and funders. The recruitment process will include a specific call for representatives from charities led by those with disabilities or from a racial minority group.

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The Commission also has a range of helper groups, umbrella bodies and charities form the sector who provide support to charity trustees, staff and volunteers. They usually offer help with the registration or annual reporting system. The Commission keeps the helper groups informed through a monthly ezine, an in person annual training event. In 2024/25 the Commission added a new helper group to the list on tis website. This charity is led by charity trustees from an ethnic minority group and offer assistance directly to charities from this community.

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2024-25 (*or append the plan with progress/examples identified*).

Click or tap here to enter text.

Appendix 2 sets out the Commission's equality action plan, performance indicators and progress against them.

PART A

3 Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2024-25 reporting period? *(tick one box only)*

Yes

No (go to Q.4)

Not applicable (go to Q.4)

Please provide any details and examples:

Click or tap here to enter text.

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:

Click or tap here to enter text.

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):*

Click or tap here to enter text.

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

Click or tap here to enter text.

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

Click or tap here to enter text.

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

Click or tap here to enter text.

Other (*please specify and give details*):

Click or tap here to enter text.

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 2024-25 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:

Click or tap here to enter text.

A session on the Commission's Equality Scheme commitments has been incorporated into the induction training provided to all new staff, including temporary staff, and Commissioners.

5 Were the Section 75 statutory duties integrated within performance plans during the 2024-25 reporting period? (*tick one box only*)

Yes, organisation wide

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- 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:

Click or tap here to enter text.

- 6 In the 2024-25 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
- No, these are already mainstreamed through the organisation's corporate plan
- No, the organisation's planning cycle does not coincide with this 2024-25 report
- Not applicable

Please provide any details and examples:

Click or tap here to enter text.

Equality action plans/measures

- 7 Within the 2024-25 reporting period, please indicate the **number** of:

Actions completed: **11**

Actions ongoing: **8**

Actions to commence: **3**

To follow up on Action 7: Develop and maintain links with ECNI. On 3 February 2025 the Commissioners and Senior Management team met with the ECNI, Equality Manager – Public Sector to discuss the implementation of the Commission’s Equality Scheme and suggest areas of improvement and co-operation. Key actions were agreed and are being followed up. For example: The Commission agreed to publish a link on the website to the Unified Guide on promoting equal opportunities, for charities as employers. This has been completed and an arrangement made for a joint training session with charities that are employers.

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

Actions have been introduced and are continuing on an ongoing basis, see Appendix 2 attached.

- 8 Please give details of changes or amendments made to the equality action plan/measures during the 2024-25 reporting period (*points not identified in an appended plan*):

N/A

- 9 In reviewing progress on the equality action plan/action measures during the 2024-25 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

The Commission did not carry out any consultations during 2024/25.

- 11** Please provide any **details and examples of good practice** in consultation during the 2024-25 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:

Click or tap here to enter text.

The Commission did not carry out any consultations during 2024/25.

- 12** In the 2024-25 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 by email with an opportunity to opt in/out of the consultation

Internet discussions

Telephone consultations

Other *(please specify)*: Click or tap here to enter text.

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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:

Click or tap here to enter text.

The Commission did not carry out any consultations during 2024/25.

- 13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2024-25 reporting period? *(tick one box only)*

Yes

No

Not applicable

Please provide any details and examples:

Click or tap here to enter text.

- 14** Was the consultation list reviewed during the 2024-25 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)

[Insert link to any web pages where screening templates and/or other reports associated with Equality Scheme commitments are published]

<https://www.charitycommissionni.org.uk/about-us/equality/>

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

Four new policies screened during 2024/25.

- 16 Please provide the **number of assessments** that were consulted upon during 2024-25:

The Commission did not carry out any consultation during 2024/25.

Click or tap here to enter text. Policy consultations conducted **with an equality impact assessment** (EQIA) presented.

The Commission did not carry out any consultation during 2024/25.

Click or tap here to enter text.Consultations for an **EQIA** alone. **0**

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

Click or tap here to enter text.

N/A

- 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:

N/A

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 2024-25 reporting period? *(tick one box only)*

Yes

No

Not applicable

Please provide any details and examples:

Click or tap here to enter text.

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

20 From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2024-25 reporting period? *(tick one box only)*

Yes

No, already taken place

No, scheduled to take place at a later date

Not applicable

Please provide any details:

Click or tap here to enter text.

The information systems used to record equality matters for the Commission are audited quarterly by Corporate Services.

PART A

- 21** In analysing monitoring information gathered, was any action taken to change/review any policies? (*tick one box only*)

Yes

No

Not applicable

Please provide any details and examples:

Click or tap here to enter text.

N/A

- 22** Please provide any details or examples of where the monitoring of policies, during the 2024-25 reporting period, has shown changes to differential/adverse impacts previously assessed:

Click or tap here to enter text.

During 2024/25 the Commission received four requests for reasonable adjustments. Two were requests for a BSL interpreter to attend meetings with the Commission, and the others were requests for accessible parking and a chair with arms to be provided at the Commission's annual public meeting. These requests were provided by the Commission.

- 23** Please provide any details or examples of monitoring that has contributed to the availability of equality and good relations information/data for service delivery planning or policy development:

Click or tap here to enter text.

Feedback is gathered from a post-registration survey which is undertaken on a voluntary basis when an application for charity registration is completed. A similar post annual reporting survey is also available. Details from these surveys are available under question 26. Any customer service complaints or concerns received by the Commission are also checked for any equality issues, even if these are not explicit.

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 2024-25, and the extent to which they met the training objectives in the Equality Scheme.

Click or tap here to enter text.

The Commission fulfilled its Equality Scheme training commitment by arranging an in person training session for all staff at the Commission's offices on 15 October 2024. It was delivered by Disability Action the largest Northern Ireland wide charity working with people with various disabilities. The equality session focussed on the history of disabled people in Northern Ireland and the impact of political and economic factors on the lives of disabled people.

All staff also completed an online equality training module.

- 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:

Click or tap here to enter text.

A session on the Commission's Equality Scheme commitments has been incorporated into the induction training provided to all staff, including temporary staff and new Commissioners.

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

- 26** Please list **any examples** of where monitoring during 2024-25, across all functions, has resulted in action and improvement in relation **to access to information and services**:

Click or tap here to enter text.

The Commission uses online survey responses from those submitting registration applications or annual monitoring returns to monitor stakeholder experience of the accessibility of our services. We received

287 responses to these surveys in 2024/25. Although not statistically significant, these responses do help create a picture of the charity sector in terms of Section 75 categories. Of those who responded to each question the feedback shows:

- 50% of respondents were female and 47% male, 3% preferred not to answer this question.
- 38% of respondents were aged 66+ years, 52% were aged 46 – 65 years, 10 % aged 26-45 years, one respondent was aged 19-25 years and four preferred not to say.
- 15% of respondents identified themselves as having a disability, with six people preferring not to say.

These disabilities related to sensory, physical, learning, mental ill-health, progressive and multiple conditions. It should be noted that these figures have been subjected to rounding up or down where appropriate.

The Commission also asks respondents to these voluntary surveys, how easy or difficult they found the online system. As noted above there were 287 respondents to these surveys in 2024/25. Of those who answered this question 67 percent (127) reported finding the online system 'very easy' or 'fairly easy' to use. The reasons given for finding the system easy to use included: the process being straightforward, instructions, guidance and help notes being clear and easy to follow and finding it helpful to be able to complete it over several sessions.

13 per cent (25) reported finding the system 'fairly or very difficult' to use. The reasons for finding it difficult included: the process being daunting for a first time user, the time taken to locate the necessary information and difficulty finding where to log on to the system.

Only 2 per cent, (4 people), of those who answered the question indicated that English is not their first language. Other first languages were Irish and Italian.

In response to this feedback a help sheet setting out how to log on to the system has been developed. The Commission also had training sessions on using plain English for staff while also having a plain English reviewer provide detailed feedback on guidance. The development of a new website is also very focused on being more user friendly for all users. It will include the option for users of the website to rate their experience of individual pages of the website through the use of 'smiley

face' icons and an opportunity to explain why they rated the page as they did. We will continue to monitor this feedback to identify opportunities to improve the ease with which the online system can be accessed and used.

Complaints (Model Equality Scheme Chapter 8)

- 27** How many complaints **in relation to the Equality Scheme** have been received during 2024-25?

Insert number here: **0**

Please provide any details of each complaint raised and outcome:

Click or tap here to enter text.

N/A

Section 3: Looking Forward

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

Click or tap here to enter text.

The Equality Scheme was reviewed in 2023/24. It will be due for review again in 2027-28.

- 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)*

Click or tap here to enter text.

We do not anticipate focussing on any areas of the Equality Scheme arrangements in the next reporting period. During the 12 years of the Equality Scheme's operation there has not been any significant change in the work and functions of the Commission or our stakeholders. The scheme will be aligned to the latest strategic plan 2026/29 and the action plan will be updated for implementation over the next year.

PART A

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):

Click or tap here to enter text.

Appendix 1 of Annual Progress report to ECNI 2024/25

Screening: Please provide an update of new / proposed / revised *policies screened* during the year. For those authorities that have started issuing screening reports in year; this section may be completed in part by appending, to this annual report, a copy of all screening reports issued within the reporting period. Where screening reports have not been issued, for part or all of the reporting period, please complete the table below:

Title of Policy subject to screening	What was the <i>screening decision</i> ? E.g. screened in, screened out, mitigation, EQIA...	Were any <i>concerns raised about screening by consultees</i> ; including the Commission?	Is policy being subject to EQIA? Yes/No If yes indicate timeline for assessment.
Revised registration manual	Screened out with mitigation to record that where accessibility issues arise these will be, as far as is reasonable, mitigated by the Commission.	No	No
Unincorporated powers manual	Screened out with mitigation to record that where accessibility issues arise these will be, as far as is reasonable, mitigated by the Commission.	No	No
Revised casework manual	Screened out with mitigation to record that where accessibility issues arise these will be, as far as is reasonable, mitigated by the Commission.	No	No
Charitable companies consents manual	Screened out with mitigation to record that where accessibility issues arise these will be, as far as is reasonable, mitigated by the Commission.	No	No

Appendix 2: 2024-2025 progress against planned actions

	Actions	Performance indicator	Progress
1	Policy development at all levels will involve a written analysis of the policy's effects on equality of opportunity. Where a detrimental effect is identified the analysis will include consideration as to whether this can be mitigated.	Written analysis of impact of policies will be made available on request. 100% of emerging and adopted policies will be equality screened, and a screening template published on our website.	<ul style="list-style-type: none"> • Four new policies were screened during 2024/25. • Equality is on the agenda of project/programme team meetings.
2	Develop an equality information management and collection system . Need to encourage and promote completion of equality monitoring data.	Research information on clients and stakeholders in place Results of equality information/monitoring published. Timescale 18 months after commencement of registration	<ul style="list-style-type: none"> • A voluntary post registration questionnaire has been in place since registration was launched in 2013 and used to gather key equality data. The Post Registration survey had only 17 respondents from 01 April 2024-31 March 2025. • A voluntary survey has been in place since January 2018 from those submitting their annual monitoring return to the Commission. The survey also gathers equality data about those responding to the survey. The survey received 270 responses in 2024/25. • We aim to publish information on the results of equality information periodically and in line with business needs. This information is incorporated into the annual progress report to the ECNI, which is published on the Commission's website.

PART B

	Actions	Performance indicator	Progress
3	Hold an annual internal equality workshop to discuss equality issues in order to further develop our approach.	Action points resulting from equality focus group	<ul style="list-style-type: none"> The annual equality training workshop for staff was held in person on 15 October 2024. It was delivered by Disability Action and focussed on the history of disabled people in Northern Ireland and the impact of political and economic context on the lives of disabled people.
4	SMT will monitor implementation of this strategy and champion equality at a team level.	SMT minutes	<ul style="list-style-type: none"> In 2024/5 four quarterly equality reports were submitted to, and reviewed by, the senior management team of the Commission.
5	Incorporate equality into risk assessment of investigations to ensure the issue is considered, recorded and evidenced.	Quarterly assurance check of investigations programme	<ul style="list-style-type: none"> Equality assurance checks are carried out monthly by each programme and project team. Any issues are discussed with Policy Team who record these on a central spreadsheet. Equality and accessibility considerations are applied to 100% of investigation risk assessments and 'can we deal with it' assessments. Quarterly assurance checks are carried on the operation of the Equality Scheme by Corporate services.
6	Incorporate equality into risk assessment of casework to ensure that all decisions are considered, recorded and evidenced.	Quarterly assurance check of casework programme	<ul style="list-style-type: none"> Equality assurance checks are carried out monthly. Any issues are discussed with Policy Team who record these on a central spreadsheet. Equality considerations are a standing item on casework meeting agendas. An equality section is completed in all registration summary reports.

	Actions	Performance indicator	Progress
			<ul style="list-style-type: none"> Quarterly assurance checks are completed.
7	<p>Develop and maintain links with ECNI to ensure that the Commission is kept up to date with developments in the law and policy on equality and diversity.</p> <p>We will include a statement on equality in our Annual Report which will be approved by the Board of Commissioners.</p>	Results of our Section 75 annual progress report sent to ECNI	<ul style="list-style-type: none"> The Commission's annual progress report for 2024/25 will be submitted to ECNI in early July 2025. Equality is referenced in the Commission's annual report, key sections in the corporate and business plans, as well as a statement on the Commission's website and a commitment in all published guidance. On 3 February 2025 the ECNI, Equality Manager – Public Sector met with the Board of Commissioners to discuss the implementation of the Commission's Equality Scheme and suggest areas of improvement and co-operation. Key actions were agreed and are being followed up on. They have been added to this plan at items 19-22.
8	<p>Explore and develop routes of engagement and other possible sources of information that could provide an evidential base for our decision-making.</p> <p>Input sought from a range of charities from across the diversity strands in all engagement activity and stakeholder consultations.</p>	Implementation of an effective Engagement strategy reflecting a key role for the Stakeholder forum to inform the Commission's thinking across a range of areas.	<ul style="list-style-type: none"> The Commission works with a diverse range of critical friends and helper groups on an ongoing basis to have guidance reviewed, receive feedback, and disseminate information. The stakeholder forum met four times during 2024/25. The Commission's consultation database is reviewed and expanded on an ongoing basis. The Commission completed the second year of its Engagement strategy.

PART B

	Actions	Performance indicator	Progress
			<p>Equality, diversity and inclusion is a key part of this strategy.</p> <ul style="list-style-type: none"> • Very positive feedback is received from engagement events and charted on an annual basis against baseline figures from the previous year. • Programme evaluations and lessons learned sessions are undertaken as required.
9	Promote and ensure charity Board and employee diversity – (within our remit)	Evidence of charity best practice through networks and umbrella bodies	<ul style="list-style-type: none"> • Post registration and post annual report submission questionnaires are used to gather equality monitoring data.
10	Equality is owned throughout the organisation and all staff know the Commission’s equality duties. Develop equality training plan for all staff.	100% of staff trained in equality and diversity (in-house training, with invited representatives from the charity sector who work with beneficiaries falling within one or more of the s.75 categories).	<ul style="list-style-type: none"> • Equality assurance is discussed on at least a monthly basis at project and programme teams or by email or verbal catch-up if no meeting is to be held. • The annual equality training workshop for staff was held in person on 15 October 2024.
11	Ensure accessibility of information for all individuals (with particular regard to Section 75 groups).	Customer survey feedback	<ul style="list-style-type: none"> • All guidance materials are made accessible online. • Videos of both registration and annual reporting processes, with screenshots of the forms, are available on the Commission’s website. These are subtitled. • Special circumstances requests are considered on a case-by-case basis, for example:

PART B

	Actions	Performance indicator	Progress
			<ul style="list-style-type: none"> ○ Only accessible venues with suitable parking and loop systems in place are used for Commission events. ○ A3 versions of presentations and materials are taken to every workshop in anticipation that someone might require them.
12	Our customers / clients are treated fairly and with respect.	Customer feedback surveys with a target of 95% satisfaction	<ul style="list-style-type: none"> ● In keeping with the Commission’s business plan, no Customer feedback survey was conducted during 2024/25.
13	Provide translations and transcriptions of publications on request.	Number of requests for translation responded to	<ul style="list-style-type: none"> ● There were 0 requests for translations in the reporting year 2024/25.
14	Staff & Commissioner training on disability and equality.	Annual review of training	<ul style="list-style-type: none"> ● Annual equality training was delivered to staff on 15 October 2024. ● Equality duties are listed on the induction schedule for new full time and temporary staff and for new Commissioners. ● Equality is listed on the training needs analysis for all staff.
15	Website review re images and further promotion of disabled people. Monitor accessibility of website for those with disabilities.	Customer feedback surveys with a target of 95% satisfaction	<ul style="list-style-type: none"> ● The Commission is currently developing a new website.. An audit and assurance of accessibility was part of the tender for this project. Feedback on its development is provided by a range of stakeholders ● Communications are reviewed for equality in monthly assurance as part of the corporate services team.

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	Actions	Performance indicator	Progress
			<ul style="list-style-type: none"> In keeping with the Commission’s business plan, no Customer feedback survey was conducted during 2024/25.
16	Develop future arrangements for reporting on public opinion surveys to identify awareness amongst people with disabilities.	Survey conducted Timescale: following registration	<ul style="list-style-type: none"> The post registration and post annual reporting surveys are in place and had a combined response of 287 in 2024/25. The Commission’s Research 2024/26 strategy has 17 actions, four of which have been completed, four are partially completed or ongoing and nine have not yet commenced. Four of these relate to the introduction of a registration threshold and another to the new website and research with charity trustees (this has been delayed as we try to make our process compliant with data protection responsibilities. Commissioners receive a six monthly update on the implementation of the research strategy.
17	Include information on programme of work in Annual Report and publish on website in line with publication scheme.	Annual report	<ul style="list-style-type: none"> The 2024/25 annual progress report will be published on the Commission’s website in line with the publications scheme, as are corporate and business plans. Previous reports are available on the website.
18	Review of the Charity Commission for Northern Ireland’s Action Plan and Audit of Inequalities.	Commitments and actions reviewed through business planning processes.	<ul style="list-style-type: none"> Commitments, actions and progress are reviewed through monthly equality assurance at programme and project teams.

PART B

	Actions	Performance indicator	Progress
			<ul style="list-style-type: none"> Corporate and business plans contain actions relating to the Equality Scheme and action plan.
19	Actions arising from meeting between Commissioners and ECNI on 3 February 2025	Link published on website.	<ul style="list-style-type: none"> Publish a link on the Commission's website to the Unified Guide on promoting equal opportunities, for charities as employers. And highlight through the Commissions social media and ezine channels. Completed.
20	Actions arising from meeting between Commissioners and ECNI on 3 February 2025	Training session delivered.	<ul style="list-style-type: none"> Consider training with ECNI for charity trustees (recorded webinar?) for charities as employers. Promotion of ECNI training programme – Agreed.
21	Actions arising from meeting between Commissioners and ECNI on 3 February 2025	Screenings available to Commissioners.	<ul style="list-style-type: none"> Provide equality screenings of policies and procedures to Board as part of their papers. Agreed - We will continue to indicate equality information on Board cover papers but place the equality screening among the materials available to Board so Board members can consult it.
22	Actions arising from meeting between Commissioners and ECNI on 3 February 2025	Call for people from ethnic minorities or with a disability to be included in the next round of stakeholder forum recruitment.	<ul style="list-style-type: none"> Add Equality to stakeholder forum recruitment: Agreed - When forum is recruiting later this year we will highlight need for people from ethnic minorities or with a disability to join the forum, (to promote the latter's participation in public life).