

## **Chapter 3: Equality and Disability Action Plans Report 2024-25**



### **Equality and Disability Action Plans 2023-28**

#### **What we did between April 2024 and March 2025**

**If you need this document in another format please get in touch with us. Our contact details are at the back of this document. Our Equality and Disability Action Plan 2023-28 can be found on our website at:**

**<https://bso.hscni.net/directorates/people-and-place/equality-and-human-rights/equality-and-disability-action-plans/>**

# Equality Action Plan 2018-2023: What we did during 2024-25 to promote equality and good relations

## **EAP01: Communications and Engagement, by 31/3/2025**

**What we will do:** Create a Corporate Style Guide detailing standards to be adhered to by all staff in all written information and communication activities in line with accessibility standards.

**What we are trying to achieve and who for:** To educate BSO staff on how to communicate effectively and inclusively with colleagues and customers across all Section 75 categories.

Staff with a disability will have full and equal access to all BSO communication..

BSO customers will receive inclusive communication

**Performance Indicators and Targets:** Feedback from disabled staff members indicates increased accessibility of BSO written information and communication.

**Progress 2024-25:** [A BSO Corporate Communications Style Guidance for Accessibility has been developed.](#)

**How we met the performance indicator:** A BSO Corporate Communications Style Guidance for Accessibility has been developed.

**Action Status:** Action complete and can be removed from the Plan.

**Future changes to action:** Action complete and will be removed from the Plan.

## **EAP02: Communications and Engagement, by 30/9/2024**

**What we will do:** Hold communications campaign on accessible inclusive communication.

**What we are trying to achieve and who for:** To educate BSO staff on how to communicate effectively and inclusively with colleagues and customers across all Section 75 categories.

Staff with a disability will have full and equal access to all BSO communication.

BSO customers will receive inclusive communication.

**Performance Indicators and Targets:** Feedback from disabled staff members indicates increased accessibility of BSO written information and communication.

**Progress 2024-25:** No progress during 24/25 since this year we focussed on the development of the BSO Corporate Communications Style Guidance for Accessibility. We will hold a communications campaign during 25/26, following engagement with our Disability Staff Network, Tapestry.

**How we met the performance indicator:** See update above.

**Action Status:** No Progress made.

**Future changes to action:** This action has been updated as follows:

Hold communications campaign on the new BSO Corporate Communications Style Guidance for Accessibility.

- Website content will be added to the new BSO Corporate Communications Style Guidance for Accessibility.
- We will build asking for user feedback as part of user engagement on the new BSO Corporate Communications Style Guidance for Accessibility and its equality screening.

### **EAP03: Communications and Engagement, by 31/3/2025**

**What we will do:** Full website accessibility audit and roll out of changes.

**What we are trying to achieve and who for:** A fully accessible site (and satellite sites) that can be used and engaged with by all users with disabilities.

Staff, customers, the public and anyone that engages with the BSO website will have full and equal access to the site.

**Performance Indicators and Targets:** Final user testing responses indicate that the website is accessible

**Progress 2024-25:** [No progress.](#)

**How we met the performance indicator:** See update above.

**Action Status:** No progress.

**Future changes to action:** This action will be taken forward under EAP02. Website content will be included in the new BSO Corporate Communications Style Guidance for Accessibility.

## **EAP04: Communications and Engagement, by 31/3/2025**

**What we will do:** User testing of website by people with a range of disabilities.

**What we are trying to achieve and who for:** A fully accessible site (and satellite sites) that can be used and engaged with by all users with disabilities.

Staff, customers, the public and anyone that engages with the BSO website will have full and equal access to the site.

**Performance Indicators and Targets:** Final user testing responses indicate that the website is accessible.

**Progress 2024-25:** [No progress.](#)

**How we met the performance indicator:** See progress above.

**Action Status:** No progress.

**Future changes to action:** We will build asking for user feedback as part of user engagement on the new BSO Corporate Communications Style Guidance for Accessibility and its equality screening (EAP02).

## **EAP05: Communications and Engagement, by 31/3/2025**

**What we will do:** Identification of key information to be developed as signed video format.

**What we are trying to achieve and who for:** A fully accessible site (and satellite sites) that can be used and engaged with by all users with disabilities.

Staff, customers, the public and anyone that engages with the BSO website will have full and equal access to the site.

**Performance Indicators and Targets:** Final user testing responses indicate that the website is accessible.

**Progress 2024-25:** [The need for Service Areas to give consideration to development of information in signed video format has been included in the BSO Corporate Communications Style Guidance for Accessibility.](#)

**How we met the performance indicator:** See progress above.

**Action Status:** Action complete and can be removed from Plan.

**Future changes to action:** No change.

## **EAP07: Leadership Centre, by 30/9/2024**

**What we will do:** Ensure that images used for promotion of programmes are diverse and reflective of the workforce.

State we particularly welcome staff from under-represented groups.

Encourage organisations to do the above in relation to programmes that we commission.

Promote brochure programmes directly via staff fora, including disability, LGBT+, and ethnic minority backgrounds.

**What we are trying to achieve and who for:** Ethnicity, Disability, Sexual Orientation, Gender

To identify and increase participation from staff from ethnic minorities, staff with a disability, staff who identify as Lesbian, Gay or Bisexual and staff from a range of gender identities on programmes.

Staff from fora relating to disability, LGBT+, and ethnic minority backgrounds feel invited.

**Performance Indicators and Targets:** All brochure course promotion material with pictures, quotes from previous learners will include staff from ethnic minority backgrounds and/or LGBT+ and/or staff with a disability.

Feedback from staff fora.

Utilise monitoring data to target underrepresented groups.

**Progress 2024-25:** Senior leadership courses have included the statement that we particularly welcome applications from under represented groups. Promotional material and slides feature more diverse images. Information on brochure programmes have been sent to LGBT+ staff network and ethnic minority groups. Monitoring data has not been gathered.

**How we met the performance indicator:** ongoing

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31 March 26.

## **EAP08: Leadership Centre, by 31/3/2028**

**What we will do:** Ensure that in our core regional leadership programme, we include dedicated sessions highlighting the lived experience of staff from within some of the Section 75 categories by inclusion of staff stories – live or pre-recorded as part of core modules.

Include books podcasts and/or resources by diverse authors in course materials to support increasing an understanding of diversity in our book bundles in terms of content and authors.

Highlight current under representation of minority ethnic staff, staff with a disability, staff who identify as Lesbian, Gay or Bisexual, and staff from a range of gender identities.

Encourage those participants to pro-actively support their staff from diverse backgrounds onto development/leadership programmes.

**What we are trying to achieve and who for:** Ethnicity, Disability, Sexual Orientation, Gender

To support a range of HSC leaders from band 7 to director level to be a genuinely inclusive leader through exploring barriers and recognising unique contributions made by for staff with disabilities, who are LGBT+ or from an ethnic minority.

**Performance Indicators and Targets:** 10% of books and other resources are produced by people with disabilities, who are LGBT+ or from an ethnic minority.

**Progress 2024-25:** We have achieved that at least 10% of the books we source for our senior and medical leadership programmes are written by those from a global majority. It has been more difficult to source relevant books by those who are LGBT+ or with a disability. This has also been reflected in recommendations for articles and podcasts.

In addition we deliver Progress - a development programme for global majority staff. We have completed one course for the South Eastern Trust and are currently delivering two regional courses, one face to face and one virtually. This is to help address under representation of global majority staff in senior roles. In the SE Trust programme 100% stated

that they had applied for or were actively seeking promotion opportunities.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31 March 26.

## **EAP09: Leadership Centre, by 31/3/2026**

**What we will do:** Invite speakers from diverse backgrounds into our programmes both in terms of as role models and to share their experience.

Source and utilise case studies from people from diverse backgrounds.

**What we are trying to achieve and who for:** Ethnicity, Disability, Sexual Orientation, Gender

To enable course participants to hear from experts and consider case studies which also offer an intersectional perspective. This is so participants can learn a more inclusive leadership style, in particular for staff with disabilities, who are LGBT+ or from an ethnic minority.

**Performance Indicators and Targets:** For programmes which use external speakers – 50% will include someone who identifies as from an ethnic minority/ LGBT+/disability where the perspective is relevant to the topic and to promoting intersectionality.

In general programmes, we will ensure that at least 25% of speakers identify as having a disability, LGBT+ or from an ethnic minority group

**Progress 2024-25:** While we have increased the number of global majority speakers on some of our senior and medical leadership programmes, we have not achieved 25% across the programmes. It has been more difficult to identify LGBT+ and speakers with a disability. For some courses that include service user input, we have involved individuals with disabilities.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31 March 26.

## **EAP11: Leadership Centre, by 31/3/2025**

**What we will do:** Where appropriate deliver longer programmes on a hybrid model to better facilitate those with disabilities and dependents.

**What we are trying to achieve and who for:** Disability, Dependents

Reduce the requirement to travel to every module to offer more flexibility to participants to engage

**Performance Indicators and Targets:** Due to the lack of base line data, we will carry out a survey of participants to establish impact

**Progress 2024-25:** We have continued to offer a range of programmes on a hybrid basis. However it is not possible to assess the extent to which this has facilitated people with disabilities or dependents to engage as we don't collect these statistics.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31 March 26.

## **EAP12: Digital, by 31/12/2024**

**What we will do:** We will strengthen our governance processes relating to the development and procurement of new IT systems to include the following:

1. We will develop a checklist to sit alongside the Business Case template to include equality screening and user testing by people with a range of disabilities;
2. We will develop an accountability matrix and guidance for staff representing BSO on regional groups to use our influence to ensure consideration of equality issues (including user testing by people with a range of disabilities) is mainstreamed.
3. As Programmes are taken forward, the responsible Director/equivalent will be required to give assurance to SMT, to include evidence of compliance with Section 75 processes and information on what equality issues have been identified and how they are being addressed.
4. We will convene a roundtable with disability organisations and Tapestry members to agree how ITS can best mainstream this in their processes.

**What we are trying to achieve and who for:** Disability

Enabling staff and users with disabilities to access systems.

**Performance Indicators and Targets:** Checklist developed and linked to Business Case template

Accountability matrix and guidance developed and shared with staff

User testing of systems by people with a range of disabilities confirms accessibility

**Progress 2024-25:** 1. This step has been completed and the Business case Checklist has been updated to include equality screening and user testing by people with a range of disabilities;

2. Accountability matrix and guidance have been completed and shared to staff by ITS PMO to use our influence to ensure consideration of

equality issues (including user testing by people with a range of disabilities) is mainstreamed.

3. Evidence of compliance with Section 75 processes and information on what equality issues have been identified and how they are being addressed have been added as an agenda item for consideration at BSO ITS SMT monthly governance meetings.

4. Monthly meetings with disability organisations and Tapestry members to agree how ITS can best mainstream this in their processes has yet to be organised. This is scheduled to take place within the next 6 months.

**How we met the performance indicator:** points 1., 2. and 3. are complete. Point 4. will be completed in the next 6 months

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31 March 26.

## **EAP15: Human Resources, by 31/3/2025**

**What we will do:** We will develop a Section 75 profile of the workforce

We will identify specific Section 75 groups to engage with and encourage to seek and retain employment with BSO

**What we are trying to achieve and who for:** To understand the profile of the organisation with regards Section 75 groups and to identify those groups which are under-represented and develop associated action plans.

More people from under-represented groups apply for jobs with BSO, gain employment and remain in employment with the organisation.

**Performance Indicators and Targets:** Workforce profile developed.

Specific Section 75 groups to be engaged with identified.

**Progress 2024-25:** [A report will be produced for ELT that will include all aspects of S75 monitoring.](#)

**How we met the performance indicator:** S75 profiles are captured on a quarterly basis to help with screening policies, procedures etc.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date changed to 31 March 26.

## **EAP16: Human Resources, by 31/3/2025**

**What we will do:** We will monitor applicant data and staff numbers from different racial groups.

We will engage with a range of relevant voluntary sector groups representing different ethnic minorities in order to promote BSO as an employer.

We will provide awareness to managers about understanding unconscious bias and how to overcome it in recruitment.

We will engage with staff from a range of racial groups to understand their experience of working in BSO and to identify their support needs.

**What we are trying to achieve and who for:** Ethnicity

More people from different racial groups apply for jobs with BSO, gain employment and remain in employment with the organisation

Staff from different racial groups feel well supported by the BSO and that their specific needs are met by line managers and the organisation

**Performance Indicators and Targets:** Monitoring data of applicants and staff by racial group produced and analysed.

Written evidence of promotion activities.

Number of managers attending unconscious bias awareness sessions.

Written evidence of engagement and support needs analysis produced.

**Progress 2024-25:** Applicant data from ethnic minorities are monitored. We will be reporting on this along with other S75 categories in a report to ELT for May 2025.

We have not had opportunity to engage with relevant voluntary sector groups to promote BSO as an employer of choice.

Relevant training on unconscious bias is included in the recruitment and selection training which covers all legislation regarding discrimination.

We have not had the opportunity to engage with staff from a range of racial groups to understand their experience of working in BSO and to identify their support needs.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31/3/26.

## **EAP17: Human Resources, by 31/3/2025**

**What we will do:** Working together with Tapestry, we will engage with our staff to understand the caring responsibilities of the BSO workforce.

We will examine how BSO can improve employee experience for colleagues who have caring responsibilities.

**What we are trying to achieve and who for:** Dependents

To support people with dependents in the workplace.

Staff who have caring responsibilities feel well supported by the BSO and that their specific needs are met by line managers and the organisation.

**Performance Indicators and Targets:** Written evidence of engagement and support needs analysis produced.

Proposal as to how BSO can improve carers' employment experience produced.

**Progress 2024-25:** A flexible working report is provided to ELT twice yearly as part of Section 33 of Agenda for Change terms and conditions. This report provides a breakdown of all applications for flexible working by S75 categories during the financial year showing the type of flexible working requests.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31/3/26.

## **EAP19: Human Resources, by 31/3/2025**

**What we will do:** Working together with Tapestry, we will co-produce, commission and deliver, and evaluate a training plan for staff on disability equality.

**What we are trying to achieve and who for:** To promote positive attitudes towards disability and raise awareness among staff of disability equality.

Staff with a disability feel their needs are met.

**Performance Indicators and Targets:** Training Plan developed and made available to staff.

Training evaluations indicate increased awareness of disability.

**Progress 2024-25:** No progress made

**How we met the performance indicator:** n/a

**Action Status:** No progress made

**Future changes to action:** Target date extended to 31/3/26.

## **EAP20: Human Resources, by 31/3/2025**

**What we will do:** We will promote flexible working opportunities across BSO by sharing examples of good practice within the organisation.

We will monitor all flexible working applications and decisions within BSO.

We will analyse and share data with staff on

- uptake of flexible working from day one
- hybrid working,

by equality category.

**What we are trying to achieve and who for:** Dependents

To understand needs, uptake and experience of flexible working across the organisation including for those staff with caring responsibilities.

Staff who have caring responsibilities feel well supported by the BSO and that their specific needs are met by line managers and the organisation.

**Performance Indicators and Targets:** Increase in the number of staff availing of flexible working

Monitoring data of applications and decisions by equality category produced and analysed

Quarterly reports to SMT/Board

**Progress 2024-25:** [A flexible working report is provided to ELT twice yearly as part of Section 33 of Agenda for Change terms and conditions. This report provides a breakdown of all applications for flexible working by S75 categories during the financial year showing the type of flexible working requests.](#)

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Reports to ELT on a bi annual basis. HR will look to making these reports available to the wider BSO. Target date extended to 31/3/26

# **Disability Action Plan 2023-28: What we did during 2024-25 to promote positive attitudes towards disabled people and encourage the participation of disabled people in public life**

## **DAP01: Human Resources, by 31/3/2025**

**What we will do:** We will engage with Tapestry to explore and/or co-produce:

- input to all new and revised HR policies, as routine part of the development/ review process;
- other line manager training and guidance;
- the need for coaching or mentoring;
- the need for dedicated leadership development programmes for staff with a disability.

**What we are trying to achieve and who for:** Encourage the participation of disabled people in public life.

Staff with a disability feel their voice is heard by decision-makers in the organisation.

**Performance Indicators and Targets:** Evidence of draft/revised HR policies and papers/presentations on areas where input is sought shared with Tapestry members for views before approval and feedback provided on consideration of views.

**Progress 2024-25:** The Regional Disability toolkit has been updated to include support for managers on how to manage different types of neurodiverse conditions. The availability of the disability toolkit has been publicised on HSC Jobs to highlight the length that the HSC has gone to to encourage more applications to the HSC.

A regional adjustment passport has just been agreed in 2024/25 and will be launched across BSO during the first quarter of 2025/26.

A regional Disability Policy has just been revised towards the end of 2024/25 and has been consulted with the Tapestry Network during early

April 2025. BSO are aiming to launch this during the first quarter of 2025/26.

**How we met the performance indicator:** see progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31/3/26.

## **DAP02: Human Resources, by 31/3/2025**

**What we will do:** We will raise awareness in the organisation with regards neurodiversity, with input from people with lived experience.

We will promote guidance for managers who manage neurodiverse staff.

**What we are trying to achieve and who for:** Promote positive attitudes towards disabled people and encourage the participation of disabled people in public life.

To support neurodiverse staff in employment with BSO.

Neurodiverse staff feel well supported by the BSO and that their specific needs are met by line managers and the organisation.

**Performance Indicators and Targets:** Awareness programme delivered.

Guidance disseminated out in BSO.

**Progress 2024-25:** The Regional Disability toolkit has been updated to include support for managers on how to manage different types of neurodiverse conditions.

Scoping took place throughout the year with a number of neurodiversity Support groups e.g. Specialisterne NI, Ulster University, SPARK, with the intention of understanding neurodiversity and what approaches can be taken by an organisation to support neurodiverse staff and encourage more applications to BSO and the wider HSC from the neurodiverse population.

The Regional Employment Equality Network have been looking into how we can update our mandatory e-learning training to include neurodiversity.

SPARK have also met with regional HR Assistant Directors on what support they can provide to the HSC in supporting neurodiverse staff.

Discussions have taken place between HR and the Communications Team on how we can ensure our communications meet accessibility needs to include neurodiverse employees. This includes what additional software may need to be looked at to facilitate this.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31/3/26.

## **DAP05: Human Resources, by 31/3/2025**

**What we will do:** We will engage with relevant voluntary sector groups representing people living with disability in order to promote BSO as an employer.

**What we are trying to achieve and who for:** Encourage the participation of disabled people in public life.

To encourage people with disabilities to consider BSO as an employer.

**Performance Indicators and Targets:** Increase in the number of people with disabilities employed by BSO

**Progress 2024-25:** A report will be produced for ELT that will include all aspects of S75 monitoring but will look at reporting on any increases/decreases in applicants from all S75 categories. Report to ELT will be completed before end of June 25.

**How we met the performance indicator:** See progress above.

**Action Status:** More work needs to be done.

**Future changes to action:** Target date extended to 31/3/26.

## **DAP06: Human Resources, by 31/3/2025**

**What we will do:** Together with people living with a range of disabilities, we will review the accessibility of each of our eLearning programmes and develop actions to remove the barriers identified

Together with people living with a range of disabilities, we will raise awareness amongst all trainers delivering in person training of practical accessibility needs of staff living with a range of disabilities.

**What we are trying to achieve and who for:** Staff with a disability have full and equal access to all eLearning and in person learning and development opportunities.

**Performance Indicators and Targets:** Written evidence of review outcomes and actions developed.

Written evidence of awareness raising for all trainers.

**Progress 2024-25:** Nothing has been done on this during 2024/25, however, this will need to be worked on as a regional HSC project. The Regional Employment Equality Network have been looking into this along with the Leadership Centre to scope costs and amount of change needs to be carried out with the current programme, however, we will also be looking into ensuring all elearning and in person learning and development opportunities meet accessibility needs during 2025/26.

**How we met the performance indicator:** S75 profiles are captured on a quarterly basis to help with screening policies, procedures etc.

**Action Status:** No progress made.

**Future changes to action:** We will consult with Leadership Centre and appropriate voluntary sectors to ensure training meets needs. This will be done on a regional basis. Target date extended to 31/3/26.

## **DAP07: Equality Unit, by 31/3/2028**

**What we will do:** Raise awareness of the lived experience of people with specific disabilities and conditions.

**What we are trying to achieve and who for:** Promoting positive attitudes:

Increased staff awareness of a range of disabilities and conditions.

**Performance Indicators and Targets:** 2 awareness days profiled every year.

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

**Progress 2024-25:** We held two Awareness Days during the year, one covering Arthritis and one on Neurodiversity. Our Arthritis Awareness Day was held on 3 December 2024 which is the UN International Day of People with Disabilities. We wanted to highlight and celebrate this important day with all our workplace colleagues who may/or may not be disabled. Lisa Carlisle, NI Regional Officer for Versus Arthritis facilitated the Arthritis Awareness Day. Lisa talked about Arthritis and working and covered a range of topics including the impact of Arthritis on working life; research undertaken by Versus Arthritis; the rights of disabled people and reasonable adjustments and how to manage the condition of Arthritis in the workplace.

Following the session, we uploaded a recording of the Arthritis Awareness session and a copy of the facilitator's slide presentation to the Equality Unit Portal for information for all staff.

Our Awareness Day on Neurodiversity was held 21 March 2025 during Neurodiversity Celebration Week which is a worldwide initiative that takes place during 17 -23 March. This session focused on Autism and ADHD and was led and facilitated by Sharon Didrichsen and Elaine Stephens from Specialisterne, which is a not for profit organisation specialising in Autism and ADHD. The content of this session was co-designed with staff in advance. This helped Specialisterne develop an awareness session which focused on the Neurodiversity information

needs of staff attending, in relation to working with or managing a colleague who may be neurodivergent.

This session was not recorded, however Specialisterne will produce an aide-memoire of the session which will be made available to all staff through the Equality Unit Portal.

**How we met the performance indicator:** 2 days delivered

**Action Status:** Action complete - keep action in Plan since this is an annual action

**Future changes to action:** No change.

## **DAP08: Equality Unit, by 31/3/2028**

### **What we will do:** Placement Scheme

Create and promote meaningful placement opportunities for people with disabilities.

**What we are trying to achieve and who for:** Promoting positive attitudes and Encouraging participation in public life:

People with a disability gain meaningful work experience.

People with a disability are successful in applying for paid employment after they have completed a placement.

**Performance Indicators and Targets:** At least 10 placements in the BSO offered each year.

Feedback through annual evaluation of scheme indicates that placement meets expectations.

At least 2 placement participants each year are successful in applying for paid employment within 12 months of completing their placement.

**Progress 2024-25:** During the year, together with voluntary sector partners we developed new arrangements for offering placements for people with a disability. We have agreed to offer one set of placements together with Disability Action and another set together with Supported Employment Solutions. This way, we want to reach as broad a range of people with a disability as possible. Instead of a fixed starting point and a fixed duration, we will now offer placements throughout the year and for any length between two and six months, depending on the nature of the placement. By the end of March 2025, we had drafted a policy and guidance documents as well as a Memorandum of Understanding. We want to agree these and start offering placements early in 2025-26.

**How we met the performance indicator:** We didn't meet the targets as we still needed more time to develop the new arrangements.

**Action Status:** No progress made

**Future changes to action:** No change.

## **DAP09: Equality Unit, by 31/3/2028**

### **What we will do:** Tapestry

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

**What we are trying to achieve and who for:** Encouraging participation in public life:

Staff with a disability feel more confident that their voice is heard in decision-making.

Staff with a disability feel more confident that their needs are considered in decision-making.

Staff with a disability feel better supported.

**Performance Indicators and Targets:** Increase in Tapestry membership or in participation at meetings.

Tapestry staff survey.

**Progress 2024-25:** Tapestry, jointly with BSO HR, ran a Lunch and Learn session on Reasonable Adjustments on 8th November 24. This session covered the legislation in relation to Reasonable Adjustments and was very well attended by staff and managers alike.

Engagement - Tapestry are currently working on several engagement projects including looking at their overall experience of the accessibility of Sharepoint, NIPEC's new website, the Equip program. Tapestry members also attended a PHA event on 4th December 24 in order to promote the Network.

Carers - Tapestry also furthered the Carers Agenda - it was added as a standing item on quarterly meeting agendas and, most recently hosted a presentation by Carers NI who discussed issues for working carers and sign-posted members to support resources.

A recent survey with members showed that a majority (80%) would welcome some of the meetings be hosted face to face. It was agreed that going forward, at least 2 quarterly meetings per year will be held in person.

**How we met the performance indicator:** See progress above.

**Action Status:** Action complete - keep action in Plan since this is an annual action

**Future changes to action:** No change.