

EQUALITY SCHEME FOR THE NORTHERN IRELAND COURT SERVICE

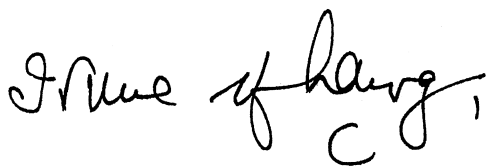
JOINT STATEMENT BY THE LORD CHANCELLOR, THE RIGHT HONOURABLE THE LORD IRVINE OF LAIRG AND MR D LAVERY, DIRECTOR OF THE NORTHERN IRELAND COURT SERVICE

Section 75 of the Northern Ireland Act 1998 requires public authorities in carrying out all their functions powers and duties to have due regard to the legal obligation to promote equality of opportunity, between all the groups identified in Section 75 and set out in Annex A. and to the desirability of promoting good relations between persons of different religious belief, political opinion or racial grouping.

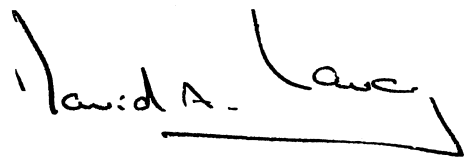
The Northern Ireland Court Service is fully committed to the fulfilment of these obligations and this draft Equality Scheme sets out how we intend carrying out these duties.

We will ensure, through a programme of communication and training, that all employees are fully aware of the need to implement this scheme. We shall give personal direction and leadership within the organisation to achieve this.

Consultation is an integral and vital component of the scheme and all those who are affected by our policies should be assured that their views will be welcomed and will be taken into account.

Handwritten signature of Irvine of Lairg, with a small 'C' written below the signature.

Lord Chancellor

Handwritten signature of David A. Lavery, with a horizontal line drawn under the signature.

Director

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1. Introduction

1.1 The Northern Ireland Court Service ('the Court Service') is a unified and distinct civil service of the Crown created by Section 69 of the Judicature (Northern Ireland) Act 1978 and which came into existence on 18 April 1979. The Minister responsible for the Court Service is the Lord Chancellor who is supported by two Parliamentary Secretaries. The Administrative Head of the Court Service is the Director who is responsible to the Lord Chancellor. He is also Accountant General of the Supreme Court of Judicature of Northern Ireland and Principal Accounting Officer with accountability for the property and regularity of Court Service expenditure and for meeting all Treasury requirements and deadlines. He is responsible for the implementation of capital and maintenance programmes and for overseeing the non-executive policy and legislative functions vested in the Lord Chancellor in connection with the Administration of Justice in Northern Ireland. He is supported by four Directors whose detailed responsibilities and functions are set out in Annex E.

The Directors are responsible for:

- Operations
- Policy and Legislation
- Corporate Services
- Legal Aid

The Court Service is charged with an overall statutory duty to facilitate the business of the courts and to give effect to the enforcement of judgments. It is also tasked with the function of supporting the administration of justice by implementing legislation and rules and supporting the judiciary in carrying out their independent functions. The Court Service's purpose as set out in its Corporate Plan is

- To facilitate the conduct of the business of the Supreme Court, County Courts, Magistrates' Courts, Coroners' Courts and certain Tribunals.
- To give effect to judgments to which the Judgments Enforcement (Northern Ireland) Order 1981 applies; and
- To provide the Lord Chancellor with policy advice and legislative support relating to his ministerial responsibilities in Northern Ireland.

1.2 Section 75 of the Northern Ireland Act 1998 (the Act) requires the Court Service in carrying out all its functions powers and duties relating to Northern Ireland, to have due regard to the need to promote equality of opportunity:

- between persons of different religious belief, political opinion racial group, age, marital status or sexual orientation;

- between men and women generally
 - between persons with a disability and persons without; and
 - between persons with dependents and persons without.
- 1.3 In addition, without prejudice to its obligation above, the Court Service shall have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.
- 1.4 Schedule 9 of the Act requires the Court Service to set out in an Equality Scheme how it proposes to fulfil the duties imposed by Section 75. This document is intended to fulfil that statutory requirement.
- 1.5 The functions of the Court Service for the purposes of the Act include its powers and duties. These are wide ranging and are usually defined in legislation. In this scheme the following are to be regarded as the Court Service's principal functions and, where appropriate, legislative citations indicate the source of its power and duties. The scheme relates to how the Court Service carries out all its functions, powers and duties [in relation to];
- **Legal Aid** - the Court Service supports the Lord Chancellor in his Ministerial responsibility for legal aid. The Court Service also works with the Law Society which has statutory responsibility for administering civil legal aid and which administers criminal legal aid on behalf of the Court Service. (Legal Aid Advice and Assistance (Northern Ireland) Order 1981 and the associated subordinate legislation).
 - **Structure and Administration of the Courts** - the Court Service was established to facilitate the business of all the courts in Northern Ireland. (Judicature (Northern Ireland) Act 1978, Magistrates' Courts (Northern Ireland) Order 1981, Coroners (Northern Ireland) Act 1959, County Court Act (Northern Ireland) 1959, County Courts (Northern Ireland) Order 1980, Magistrates' Courts (Northern Ireland) Act 1964).
 - **Enforcement of Judgments** - the Court Service is responsible for the Enforcement of Judgments Office which enforces civil judgments in Northern Ireland. (Judgments Enforcement (Northern Ireland) Order 1981 and the associated rules).
 - **Judicial Appointments** - the Court Service supports the Lord Chancellor in discharging his ministerial responsibilities in relation to judicial appointments, public appointments and tribunal appointments. (Judicature (Northern Ireland) Act 1978, County Courts (Northern Ireland) Act 1959, Magistrates' Courts (Northern Ireland) Act 1964, Section 91 of and Schedule 11 to the Northern Ireland Act 1998, Articles 6&7 of the Social Security (Northern Ireland) Order 1998 and Article 82 of the Fair Employment and Treatment (Northern Ireland) Order 1998).

- **Judicial Studies** - the Court Service supports the Judicial Studies Board in organising study events for members of the judiciary in Northern Ireland.
- **Child Abduction Central Authority** - the Court Service acts as the central authority in Northern Ireland for applications in respect of children who have been wrongfully removed from their country of habitual residence. (Child Abduction and Custody Act 1985).
- **Corporate Services** - this refers to the whole range of personnel finance and accommodation services which are necessary to support the Court Service infrastructure.

1.6 Within these functions the Court Service has identified the following policies, which are currently in operation;

A Legal Aid

1. **Means Tests** - Defines the financial eligibility criteria which applicants must satisfy to qualify for legal aid.
2. **Payment of contributions** - Defines the circumstances in which applicants must contribute to the cost of securing legal services, and the level of the contribution payable.
3. **Merit Tests** - Establishes the grounds in law for bringing an action at public expense.

B Structure and Administration of the Courts

1. **Accommodation Policy** - The Court Service is required to facilitate the conduct of the business of the Supreme Court, County Courts, Magistrates' Courts, Coroner's Courts and certain Tribunals. In meeting this requirement, the Court Service has made every effort to provide appropriate standards of court accommodation where court proceedings can be heard and decided. Where possible the accommodation should meet the needs of everyone who uses the courts - particularly members of the community who have special needs including persons with disabilities, children and vulnerable and intimidated witnesses.
2. **Judicial Assignments** - The Court Service is responsible for ensuring that the business needs of the courts are met through the complete continuity in court sittings. This is achieved through the effective allocation of full-time judicial resource and the procurement and deployment of deputy judicial resource to meet Court listing requirements as determined by the Judiciary.

3. **Vulnerable and Intimidated Witnesses** - The Northern Ireland Court Service has a policy on how vulnerable and intimidated witnesses are managed in a court environment and is currently working with other Departments and Groups involved in the Criminal Justice System in order to provide a better service and support to victims of crime and witnesses of all ages.
4. **Court Funds investment policy** - The Court Funds investment policy details how monies lodged in court are to be invested by the court, on behalf of clients.
5. **Courts' Charter** - The Court Service published a revised Courts' Charter at the end of March 2000. The new Charter was given a change of format and is now comprised of a series of leaflets, comprising 14 core information leaflets and 23 individual local information leaflets for each of the court offices. All the leaflets detail the standards that the public can expect when they come to one of the Court Services' offices and how they can complain if they are not satisfied with the service they receive.
6. **The development of court users forums** - Our policy to develop court user forums recognises the important role that these forums play in enabling us to consult with the wide range of agencies, authorities, associations and others with whom we work and who have an interest in the service we provide.
7. **Jury selection** - If you are summonsed for jury service, the Court Service will give you at least 2 weeks notice. At this time you will receive a notice setting out who may be disqualified, ineligible or, entitled to excusal from jury service. Also included will be a leaflet on allowances payable, a booklet explaining the juror's role and details of parking and public transport services. On the first morning of attendance a court official will explain the jury procedure and a video will be shown outlining the juror's role. If selected to serve on a jury, messages can be relayed to the home or workplace.
8. **Provision of interpreters** - In criminal proceedings, where there is a non-English speaking or, a deaf/hearing impaired defendant, the Court Service will organise the provision of an interpreter for court hearings. In relation to civil and family court proceedings, the Court Service will provide an interpreter, at no cost, for deaf/hearing impaired witnesses and litigants.
9. **Courthouse security** - This policy details how the range of services and procedures necessary to ensure the physical security at courthouses are to be provided.

- 10. Fee policy in the civil courts** - This policy details the range and level of fees which the Court Service charge to recover the costs associated with civil proceedings in courts.

C Corporate Services

- 1. Recruitment Policy** - To recruit the best person for the job advertised based solely on merit.
- 2. Harassment Policy** - The Court Service regards harassment as a serious issue and is committed to creating a harmonious working environment for all staff. This policy outlines the different forms of harassment and provides guidelines and procedures for dealing with any incidents of harassment.
- 3. Promotion Policy** - To ensure that all staff have equal opportunity to advance their careers within the Organisation.
- 4. Health and Safety Policy** - The policy provides a framework to enable the Court Service to fulfil its legal obligations to provide a safe and healthy workplace for all employees and customers.
- 5. Career Management Policy** - The Career Management Policy supports and facilitates staff in the development of their career.
- 6. Equal Opportunities Policy** - The Equal Opportunities Policy supports the Court Service aim to create an environment where discrimination will not be tolerated, and where everyone has the opportunity to develop to their full potential. The Policy aims to ensure that all individuals will be treated with respect and will not be subjected to discrimination in any aspect of their employment.
- 7. Discipline Policy** - It is Court Service Policy that all staff shall maintain appropriate standards of conduct and behaviour. The policy exists so that staff know what is expected of them and to establish fair and consistent procedures when disciplinary action becomes necessary.
- 8. Work Placement Policy** - To work in conjunction with schools and colleges across Northern Ireland to provide opportunities for young people to experience work in the Court Service.
- 9. Nationality** - The Nationality Policy outlines the arrangements applicable in respect of appointments to various posts.

- 10. Managing Attendance Policy** - The Court Service is committed to the health, safety and well being of all staff. Therefore this policy has been introduced as part of the Health and Well Being Strategy. The purpose of the Policy is to improve attendance across the Organisation, develop an attendance culture, provide standards of expected attendance, improve a range of internal management processes and ensure consistency and fairness in management of attendance.
- 11. Communications Policy** - The Communications Policy aims to promote good communication between all levels of staff, emphasising the role of core and team briefs. The policy outlines how the Court Service communicates internally, encompassing all forms of written, electronic and verbal communication.
- 12. Security Vetting Policy** - All vetting within the Northern Ireland Court Service falls within the overall aim of ensuring that checks are carried out to safeguard national security.
- 13. Fraud Policy** - The fraud policy establishes appropriate practices and procedures across the department, to ensure the propriety of expenditure and reduce the risk of fraud taking place.
- 14. Procurement Policy** - To obtain best value for money based on whole life cost and quality and to ensure compliance with legal and ethical requirements.
- 15. IT Security Policy** - To protect the Court Service against unauthorised access to data residing on IS/IT systems and to provide operational guidelines for user staff.
- 16. Internet Policy** - This policy provides guidance to staff on the proper use of the Court Service's access to the Internet.
- 17. Pay Policy** - The purpose of the pay policy is to have in place a pay system which effectively rewards, retains and motivates staff.
- 18. Job-sharing/Part-time Policy** - As an Equal Opportunities Employer it is the Court Service policy to ensure that no employee receives less favourable treatment than another. It is entirely consistent with this philosophy that part-time working should be facilitated and that those engaged in a part-time/job sharing capacity should be enabled to develop their career in parallel with their full-time colleagues.
- 19. Secondment Policy** - This policy exists to facilitate the creation of opportunities for staff to develop their skills and careers through secondment opportunities to other organisations.

20. Whistle blowing policy - The purpose of this policy is to provide staff with a confidential line of communication to report fraud, theft, malpractice or wrong doing against the Organisation, perpetrated by an employees or outside party.

1.7 It is not considered necessary to review all existing legal aid policies as the Government has already published a Consultation Paper (“Public Benefit and the Public Purse”) leading to the overall reform of legal aid. The reform programme will be reviewed under new policies (see paragraph 3.7).

1.8 On occasion the Court Service is required to implement policies, which are determined externally. These policies will have been subject to equality impact assessments by the Departments, which have ultimate policy responsibility for them. In addition the NICtS will use its best endeavours to assess any adverse impact on Equality of Opportunity or good relations and will inform the external Department of the results of such assessments.

In the event that the NICtS has lead responsibility for a policy which requires close co-operation with other Departments, it will ensure that those other Departments actively participate in any Equality Impact Assessment considered necessary.

1.9 The Court Service is committed to the fulfilment of its Section 75 obligations in all parts of its structure. Mr Frank Duffy, the Director of Corporate Services will be responsible for driving forward implementation of the Equality Scheme within the Court Service. Mr. Duffy reports directly to the Director of the Court Service. Mr Duffy’s contact details are as follows:

Mr F Duffy
Director of Corporate Service
Northern Ireland Court Service
Windsor House
9-15 Bedford Street
Belfast BT2 7LT
Telephone 028 9032 8594
e-mail frankduffy@courtsni.gov.uk

A new Diversity Team has also been set up within the Human Resource Team headed by Mrs Geraldine Molloy. She will be supported by four members of staff. The primary function of the Diversity Team will be to advance the diversity agenda and to work in support of the Director of Corporate Services. It is possible that over the lifetime of the scheme the post holders may change. In that event the Court Service will inform the Equality Commission and the list of consultees listed at Annex B.

1.10 Mr Frank Duffy will be a central point of contact for the Equality Commission and for complaints, he will also represent the Court Service in inter departmental structures to co-ordinate the implementation of Section 75 obligations. The Diversity Unit will service a Section 75 Steering Committee within the Court Service chaired by the Director. This committee will meet quarterly to monitor and review the implementation of the Section 75 obligations.

1.11 Objectives and targets relating to the statutory obligations will be integrated into the Court Service's strategic and operational plans. Court Service officials will include implementation of the statutory obligations in their personal performance plans and the current system of managing performance will extend to the targets and objectives set in relation to the statutory duties.

1.12 The Court Service will ensure that the necessary resources (in terms of people, time and money) will be allocated to ensure that the statutory duties are complied with and that the Equality Scheme can be drawn up and implemented effectively. It will communicate to and train its staff on the requirements of the statutory obligations and how they can efficiently be implemented. It will also ensure that staff are fully aware of the consequences of failure to ensure implementation (see Section 7).

1.13 It will be the responsibility of each Branch within the Court Service to carry out an impact assessment of any policy under consideration in that Branch.

2. Arrangements for assessing Compliance with Section 75 Duties

2.1 The Court Service will assess over a three-year period how each of its current policies impacts on the promotion of equality of opportunity and the promotion of good relations within the terms of Section 75 of the Act. This will be done through full equality impact assessments (see below section 3) and the timetable at para 3.4 will be followed. For purposes of assessment of current policies, a number of policies within a function may be grouped together for one assessment. Each equality impact assessment will include an annex on the promotion of good relations. The organizations indicated at Annex B in relation to each main policy area will be consulted on these equality impact assessments. The following bodies will also be consulted specifically in relation to the annex of an assessment which deals with good relations:

- Community Relations Council
- Equality Commission
- Equality Forum Northern Ireland
- Northern Ireland Political Parties
- Business in the Community

2.2 The Court Service will carry out an annual review of the progress made in implementing the arrangements specified in the Equality Scheme and in complying with the statutory duties. This review report will be forwarded to the Equality Commission to assist it in compiling its own Annual Report, as required by sub-paragraph 5(1)(b) of Schedule 8 of the Act. The Court Service will liaise with the Equality Commission to ensure that progress is maintained.

In addition, a formal report of the progress made in meeting the objectives and targets set in relation to the statutory duties will be included in the Court Service's Annual Report.

- 2.3 The Court Service will monitor any complaints that it has not fulfilled its statutory obligations and will seek to resolve such complaints bi-laterally. It will aim to give a substantive response to complaints within one month.
- 2.4 The Court Service will conduct a comprehensive review of this scheme within five years of its submission to the Equality Commission. This review will include an assessment of how the Court Service has complied with its Section 75 obligations and how equality of opportunity and good relations have been advanced in relation to the main policy areas. This assessment may include an input from independent consultants. It will also consider any guidance issued by the Equality Commission on the conduct of such review. The Court Service will consult with those bodies listed at Annex B before submission of the review to the Equality Commission.

3. Assessing the impact of policies on the promotion of Equality of Opportunity

- 3.1 In identifying policies to be subject to equality impact assessment, the CourtService will both consider ongoing policies listed at para 1.6 and look forward to new policies which will be proposed for adoption during the term of the scheme.
- 3.2 The Court Service will consider the impact of each current and proposed policy on equality of opportunity in terms of the nine categories listed at Section 75 of the Act. For each current and proposed policy area the following criteria will be applied:
- Is there any evidence of higher or lower participation or uptake by different groups* within any of the nine categories?
 - Is there any evidence that different groups have different needs, experiences, issues and priorities in relation to the particular main policy area?
 - Is there an opportunity to better promote equality of opportunity or better community relations by altering policy or working with others in Government or the community at large?
 - Have consultations in the past with relevant representative, organisations or individuals within groups indicated that particular policies create problems that are specific to them?
- If the answer to any of the criteria set out above is positive, consideration will be given as to whether to subject the policy to an equality impact assessment.
- 3.3 As soon as possible after submission of this scheme to the Equality Commission the Court Service will undertake to screen its current Policies using the criteria set out at para 3.2. This will establish which of its policies have a significant impact on equality of opportunity and should be subject to full equality impact assessment.

* The main groups within each of the nine categories are identified at Annex A.

This exercise will also identify the Section 75 categories where each current policy is expected to have a significant impact. Impact assessments of current policies will concentrate in particular on the categories identified in this exercise and will be conducted in accordance with Annex 1 of the Equality Commissions Guide to the statutory duties.

- 3.4 The Court Service will consult on the results of this initial screening and the mechanisms used. It will consult the Equality Commission and the Public Bodies as identified at Annex B. Its consultation will also include a timetable for conducting equality impact assessments on its current policies. These will be prioritised on the basis of:
- relevance to social need
 - effect on people's daily lives
 - effect on economic, social and human rights
 - cultural or political impact on people
- 3.5 An equality impact assessment will aim to identify whether within each Section 75 category, the policy under consideration creates differential impacts between groups or has the potential to enhance equality of opportunity between groups, particularly in terms of:
- rights
 - resources;
 - participation; and
 - values and norms (i.e. traditional roles, stereo types division of labour, attitudes and behaviour)
- 3.6 As soon as possible after submission of this scheme the Court Service will provide a detailed report of the screening exercise to the Equality Commission which will include the timetable for carrying out assessments of existing policies, its consultation on these, who were consulted, their comments, and any changes consequent on consultation and which policies proposed by those consulted as appropriate for impact assessment will not be included in the timetable together with the reasons for their exclusion.
- 3.7 During the period of twelve months following approval of this scheme, the Court Service currently anticipates that the following new policies will require screening in accordance with paragraphs 3.2 and 3.3 (relevant functions in brackets):
- Legal aid reform (legal aid)
 - Use of minority languages
 - Court Service aspects of Criminal Justice Review Report including judicial and related public appointments
 - Civil Justice Procedural Reform

Other new policies may be developed during this period but cannot yet be specified.

- 3.8 When the Court Service puts forward a proposal for legislation, a summary assessment of implications for the statutory obligations will be made available. Subject to para 4(5) in putting forward a proposal for legislation the NICtS will have carried out a screening exercise and an Equality Impact Assessment where necessary on the policy which has given rise to the legislation.
- 3.9 In making any decision on a current or proposed policy, the Court Service will take into account any relevant equality impact assessment and the outcome of associated consultation. This is a statutory requirement under para 9(2) of Schedule 9 to the Northern Ireland Act 1998.

4. Consultation

- 4.1 The Court Service will consult as appropriate with the Equality Commission and the Community Relations Council on any issue, which it believes to be relevant to the fulfilment of the Section 75 obligations. It will take account of any proposals from those bodies arising from such consultation. More specifically it will also take account of how consultation can be effectively undertaken in respect of policies that may have an adverse impact on the groups identified in para 8(1).
- 4.2 When conducting Equality Impact Assessments the Court Service will consult with relevant public sector organisations, representative groups of the Section 75 categories and those directly affected by the policy to be assessed whether or not they have a direct economic or personal interest. For equality impact assessments on new policies which relate to a specific locality within Northern Ireland, the Court Service will also consult with the relevant District Council and other elected representatives (see section 4.6).
- 4.3 For consultation on all matters relevant to the fulfilment of the Section 75 obligations, the public sector bodies and representative groups will be identified from the list included in Annex B. The list includes the Equality Commission, the Community Relations Council, voluntary, community and trade union groups, organizations representing the various categories included in Section 75 as well as those with a legitimate, particular interest in the work of the Court Service and the impact of our policies on equality of opportunity and good relations. This list is not exhaustive and may be amended in the light of experience.
- 4.4 In addition to consultation on equality impact assessments the Court Service will also, from time to time have a need to consult on legislation, strategies, reviews and other matters to which an equality of opportunity promotional duty or a good relations promotional duty is likely to be relevant. For such consultation the public sector bodies and representative groups will be identified from the list at Annex B. Other organisations may be included depending on the nature of the policy which is the subject of the consultation exercise.

4.5 When consulting the Court Service will aim to provide a period for response of at least twelve weeks, and to begin consultation as early as possible to enable groups to consult among themselves. However there may be circumstances when this timescale is not feasible and the Court Service has identified the following circumstances when consultation of this duration will not be required;

- Emergency policies to protect individual rights or interests matters of national security or to avoid significant financial loss
- Policies which must be implemented immediately to protect health and safety
- Policies which must be implemented urgently to comply with a court Judgment or with international obligations, or with European directives.

In the event that such policies will have to be implemented, the Court Service will ensure the circumstances are monitored, reviewed and justified very clearly and detailed in the Court Service's Annual Review to the Equality Commission. The Court Service will also ensure the review takes place as soon as practicable and it will be sensitive to the different needs and customs of consultees.

4.6 In consulting on any matter to which this scheme relates, the Court Service will normally write to the relevant bodies. In line with best practice all methodologies will be considered including the following:

- Letter
- Meetings
- Attitude Surveys
- Press releases and advertisements
- Internet/Intranet
- Public meetings
- Standing or ad hoc consultative fora
- Consultative Panels
- Direct invitation to specific groups
- Questionnaires
- Any other innovative way of consulting.

4.7 In order to facilitate meaningful consultation the Court Service will (subject to internal arrangements for the release of restricted information), provide where available relevant quantitative and qualitative data, any specially commissioned research for impact assessments or information that has either informed or been directly responsible for a decision by the Court Service.

4.8 The Court Service will additionally work with representative groups and individuals of the Section 75 categories in order to identify how best to obtain their views.

- 4.9 It is intended that by ensuring that information is accessible, understandable and available in a timely fashion, barriers to proper consultation shall be eliminated. Issues concerning access to information highlighted in section 8 will be given particular consideration. Consideration will also be given to making information available on request in accessible formats, including Braille, large print, disk, audio cassette, signed video cassette, and in minority languages to meet the needs of those who are not fluent in English.
- 4.10 The Court Service considers it particularly important that sufficient, timely and appropriate information is provided to enable all affected groups and individuals consider the full implications of proposals, and it will take steps to ensure this.
- 4.11 To ensure the highest level of inclusion, information will be made available in consultation with the affected groups.
- 4.12 Consideration will also be given to how best to communicate information to, and consult with young people and those with learning disabilities. Particular account will be taken of the Youth Council for Northern Ireland's guidance on consulting with young people.
- 4.13 Specific training will be provided for those engaged in consultation exercises to ensure that those facilitating consultations have the necessary skills to communicate effectively.
- 4.14 In organizing consultation meetings, the Court Service will aim to ensure full participation, by giving specific consideration to the following
- The time of day when the meeting is to be held
 - The appropriateness of the venue and in particular whether it can be accessed by those with disabilities
 - Accessibility of the language and the format of information
 - Whether a signer is necessary
 - The provision of childcare
 - How the meeting is to be run
- 4.15 All consultation as it relates to any matter relevant to this scheme shall be conducted in accordance with the principles outlined in this section.

5. Monitoring

- 5.1 The Court Service will establish a system to monitor the impact of policies in order to identify their effects on the relevant groups. This will be reviewed annually and the results published on the Court Service's website and in the Annual Review of the operation of the scheme.

5.2 Knowledge of the uptake of services provided by the Court Services and the impact of its policies on the different groups within the Section 75 categories will be of assistance in assessing progress towards equality of opportunity. Within one year of approval of this scheme, the Court Service will assess the extent of existing monitoring within each of the main policy areas and the scope for extending it. In addition to the value of any additional information required for assessing progress towards equality of opportunity, this review will also take into account the following factors:

- resource implications;
- readiness of the public to supply information;
- availability of proxy measures (e.g. postcode analysis).

The results of the assessment will be included in the Court Service's Annual Report.

5.3 In some cases an equality impact assessment may identify an anticipated differential adverse impact on particular groups within the Section 75 categories. Assuming that no alternative policy is feasible, steps will be taken, wherever possible, to mitigate such anticipated adverse impact. The Court Service will, in these circumstances, commission special monitoring and analysis to confirm the extent of the adverse impact and/or the success of any mitigating measures. This may involve the collection and analysis of statistical data and information from a wide variety of sources. Information collected in this special monitoring would be taken into account in any future review of the policy. However, where monitoring and evaluation show that a policy results in greater adverse impact than predicted, or if opportunities arise which would allow for greater equality of opportunity to be promoted, the Court Service will ensure that the policy is revised

5.4 The Court Service will co-operate closely with the Northern Ireland Statistics and Research Agency (NISRA) in its review of existing monitoring arrangements and its consideration of special monitoring of anticipated adverse impacts.

6. Publication of Assessments and Monitoring

6.1 The Court Service will make publicly available the outcome of any equality impact assessment and of any monitoring undertaken in relation to paras 5.1 and 5.2 above. This material will be accessible on the Court Service's internet website at www.courtsni.gov.uk. It will also be available in printed form and, upon request, in accessible formats i.e. Braille, large print, disk, audio cassette and minority languages from departmental headquarters at NI Court Service, Windsor House, 9-15 Bedford Street, Belfast, BT2 7LT by contacting The Communications Unit. Telephone number (02890 328594). The Court Service will inform the general public about the availability of this material through press releases and any other mechanism as may be required to ensure compliance with Section 75. It will also directly inform individuals and all those bodies listed at Annex B, who participated in the consultation on the equality impact assessment, when this material is available.

6.2 In publishing the outcome of any equality impact assessment account will be taken of how best to communicate the information to young people and people with learning disabilities.

6.3 Published documentation on an equality impact assessment will include:

- The aims of the policy
- Details of any consideration given to mitigate any adverse impact of the policy on the promotion of equality of opportunity
- Associated available monitoring data
- Details of the outcome of the assessment highlighting if an adverse impact has been identified
- Details of any consideration given to alternative policies which might better achieve the promotion of equality of opportunity.

7 Training

7.1 The Court Service will ensure that all staff receive a programme of relevant training on the Section 75 obligations, the requirements of this equality scheme and the arrangements for equality impact assessment appropriate to their grade and responsibilities. The Diversity Unit in conjunction with the Learning and Development Team, Human Resource Unit will develop a training plan in association with affected groups, identifying the relevant training solutions for all staff and the most effective method of delivering such as Information Technology, lectures, briefing packs, presentations. The training plan aims to achieve over a five-year period the following objectives

- To raise awareness of current anti-discrimination legislation in Northern Ireland, including the provisions of Section 75, Schedule 9 and Section 76 of the Northern Ireland Act 1998. This will include an explanation of the duties and their implications for all staff
- To provide those staff involved in the screening of policies with the necessary skills and knowledge to do this work effectively
- To provide those staff involved in the equality impact assessment of policies with the necessary skills and knowledge to do this work effectively
- To provide those staff who deal with complaints in relation to the implementation of this scheme with the necessary skills and knowledge to investigate and monitor complaints effectively
- To provide those staff involved in the consultation process with the necessary skills and knowledge to do this work effectively
- To provide those staff involved in the implementation and monitoring of the effective implementation of this scheme with the necessary skills to do this work effectively and

- To evaluate the extent to which all participants in this training programme have acquired the necessary skills and knowledge to achieve each of the above objectives and the extent to which they fully understand their role in implementing the duties.

7.2 The initial programme of training will include the following targets

- Within one year of the approval of the scheme, all key policy makers will receive such training.
- Within two years of the approval of the scheme all staff will receive such training.
- All new staff will receive awareness training in the requirements of Section 75 and this equality scheme in their induction training
- Within one-year, specialist staff, such as solicitors, researchers and policy analysts, will, in association with relevant groups drawn from Annex B and representing the Section 75 groups, receive more focused training in collaboration, as necessary.

7.3 A report on the extent to which all these objectives have been met will be included in the Annual Review, which is submitted to the Equality Commission.

7.4 All staff have access to full copies of this scheme including the joint statement of commitment to the statutory duty from the Lord Chancellor and the Director. Accessibility and understanding are ensured by making the scheme available on the Court Service Intranet and by providing staff with quarterly updates of progress on implementation through the Human Resource Newsheet.

7.5 The Director of the Court Service is promoting his commitment to this scheme internally by ensuring that progress on implementation is a standing item for consideration by himself and the other members of the Court Service Management Board and Senior Management Team. The openness and transparency of the Court Service approach to the development and implementation of the scheme is evidence of the Director's external promotion of his commitment.

8. Public Access to Information and Services

8.1 The Court Service is committed to effective communication with the public. It recognizes, however, that there is a risk that some sections of the public will not enjoy equality of opportunity in accessing information provided by the Court Service. There are four particular risk areas:

- People with sensory and learning disabilities may have particular difficulties with information in print.

- Young people.
 - Members of minority ethnic groups whose first language is not English may have difficulties with information provided only in English.
 - Some local newspapers are read predominantly by members of only one of the major religious political groups (ie Protestants/Unionists or Catholics/Nationalists).
- 8.2 In disseminating information through the local press, the Court Service will ensure that press statements and public advertisements are carried by all three Belfast daily newspapers. Where press statements of public advertisements are aimed at a particular area within Northern Ireland, the Court Service will ensure that the information is disseminated through at least two local newspapers circulating in that area, ensuring that the information is accessible to both main political-religious sections of the community.
- 8.3 While systems are in place to ensure that information is available in accessible formats in a timely fashion, the Court Service will, within the first year following approval of this scheme, assess those systems for effectiveness. The assessment will take account of the statutory requirements of the Disability Discrimination Act 1995; the likely demand for information in such formats across its main policy areas; resource implications, and, in particular, the recommendations of the cross-departmental Promoting Social Inclusion (PSI) working groups on minority ethnic people and on access to information, which will report in 2000. The assessment will make recommendations on how public access to information can be enhanced by improving arrangements for providing information in different formats and languages. The Court Service will consult on these recommendations and will implement them appropriately. Any new arrangements arising from the assessment will be publicised widely.
- 8.4 The Court Service intends that all of its services are fully accessible to all parts of the community. Equality impact assessments will highlight any factors which create differential impact by making a service linked to a particular policy less accessible to particular groups.
- 8.5 In locating its offices, intended to be open to the public, the Court Service will endeavour to ensure that no section of the community is deterred from visiting. All public offices will maintain a welcoming and harmonious environment. The Court Service will adhere to the relevant provisions of the Disability Discrimination Act 1995.

9. Publication of the Scheme

- 9.1 Following submission to the Equality Commission, this scheme will be available in print form and other accessible formats free on request from the Communications Unit of the Court Service: Windsor House, 9-15 Bedford Street, Belfast, BT2 7LT, Telephone No. (028) 90 328594. (Systems are in place to ensure timely availability of all formats).

The scheme can also be accessed on the Court Service's Internet website at www.courtsni.gov.uk

- 9.2 Consideration will be given to how best to communicate the scheme to young people and those with disabilities
- 9.3 Following approval of the scheme by the Equality Commission, a further version (revised if necessary) will be available at the same locations and website address. The Court Service will issue a press statement, which will be advertised prominently, when the Equality Commission approves the scheme.

10. Complaints

- 10.1 When a person believes that he/she has been directly affected by a failure of the Court Service to comply with this scheme, he/she should, in the first instance, bring their complaint to the attention of Mr Frank Duffy, Director of Corporate Services, Northern Ireland Court Service, Windsor House, 9-15 Bedford Street, Belfast BT2 7LT, tel 028 9032 8594, e-mail frankduffy@courtsni.gov.uk. The Diversity Unit under the direction of Mr Duffy will carry out an internal initial investigation of the complaint and will respond to the complainant within 20 working days. In responding to the complainant, the Unit will inform him/her of the procedure for pursuing the complaint further with the Equality Commission, as set out in para 10 of Schedule 9 to the Northern Ireland Act 1998. In any subsequent investigation by the Equality Commission, the Court Service will co-operate fully, providing access to any staff members or documentation which the Commission may require. Similarly, the Court Service would co-operate fully with any investigation by the Equality Commission under sub-para 11(1)(b) of Schedule 9 to the Northern Ireland Act 1998.

11. Summary Timetable

- 11.1 The following timetable summarises the measures which the Court Service proposes to take during the three years following approval of this scheme.

Year 1:

- Screening of existing Policies within the identified functional areas and draft timetable for Equality Impact Assessments.
- Consultation on outcome of screening and mechanisms used.
- Screening of all new Policies.
- Commence assessment of the extent of existing monitoring arrangements within each of the main policy areas.
- Commence assessment of arrangements for providing information to the public.
- 350 staff trained on Section 75 obligations.
- Training of all policy-makers and specialist staff.
- Preparation and submission of the First Annual Statement to the Equality Commission.

Year 2:

- Commencement of Equality Impact Assessments in accordance with timetable for review of existing Policies.
- A further 370 staff to be trained on the Section 75 obligations; completing the Staff Training Programme.
- Screening of all new policies.
- Revision of Equality Impact Assessment timetable as required.
- Revise Induction Programme to include training in requirements of Section 75.
- Preparation and submission of the Second Annual Statement for the Equality Commission.

Year 3:

- Equality Impact Assessments in accordance with timetable for review of existing Policies.
- Preparation and submission of Third Annual Statement for the Equality Commission.
- Evaluation of Training Programme and further training needs analysis

11.2 The Court Service will conduct a review of the scheme within five years of its submission to the Equality Commission. A report of the review will be forwarded to the Equality Commission.

MAIN GROUPS RELEVANT TO THE SECTION 75 CATEGORIES FOR NORTHERN IRELAND PURPOSES

Category	Main Groups
Religious belief	Protestants; Catholics; people of non-Christian faiths; people of no religious belief
Political opinion	Unionists generally; Nationalists generally; members/supporters of any political party
Racial group	White people; Chinese; Travellers; Indians; Pakistanis; Black people
'Men and women generally'	Men (including boys); women (including girls)
Marital status	Married people; unmarried people; divorced or separated people; widowed people
Age	Children under 16; people of working age (16/65); people over 65
'Persons with a disability'	Persons with a physical, sensory or learning disability as defined in sections 1 and 2 and Schedules 1 and 2 of the Disability Discrimination Act 1995
'Persons with dependents'	Persons with personal responsibility for the care of a child; persons with personal responsibility for the care of a person with an incapacitating disability; persons with personal responsibility for the care of a dependent elderly person
Sexual orientation	Heterosexual people; homosexual people; bisexual people

BODIES TO BE CONSULTED ON MATTERS RELEVANT TO THE DUTIES-

***This list is not exhaustive and may be amended in light of experience.**

Action for Children
Age Concern Northern Ireland
Age Sector Reference Group
Alliance Party
Amnesty International
An Munia Tober – Traveller Support Group
Armagh Traveller Support Group
Association of Chief Officers of Voluntary Organisations
Association of District Judges
Association of Justices of the Peace
Association of Lay Panel Members
Baptist Church
Bar Council
Barnardos
Belfast Central Mission
Belfast Chamber of Trade
Belfast City Council Youth Forum
British Deaf Association (NI)
British-Irish Rights Watch
Brook NI
Business in the Community
Carafriend
Carers National Association NI
Cedar Foundation
Centre for Young Men's Studies
Challenge for Youth
Chartered Institute of Personnel and Development
Chief Constable of the Police Service for Northern Ireland
Child Care Northern Ireland
Child Poverty Action Group (NI)
Children's Law Centre
Chinese Welfare Association
Church of Ireland
Coalition on Sexual Orientation
Committee for the Administration of Justice
Community Relations Council / Training & Learning Consortium
Compensation Agency
Conservative Association
Conservative Party
Cookstown Migrant Worker Support Programme
Council of Her Majesty's County Court Judges
Craigavon Travellers Support Committee

DA – Young Fathers Project
Democratic Unionist Party
Department of Agriculture & Rural Development
Department of Culture, Arts & Leisure
Department of Education
Department of Environment - Licensing
Department of Environment - Rates
Department of Finance and Personnel
Department of Public Prosecutions
Department of Social Development
Deputy Resident Magistrates' Association
Derry Well Woman
Disability Action
Down's Syndrome Association
Early Years – the organisation for young children
Employers Forum on Disability
Equality Commission of Northern Ireland
Equality Forum (NI)
Families Need Fathers (NI)
Family Planning Association NI
Fathers Legal Research
Federation of Small Businesses
Fermanagh Women's Network
First Division Association
Foyle Friend
Free Presbyterian Church
Gay and Lesbian Youth Northern Ireland
Gingerbread NI
Green Party
Guardian Ad Litem Agency
Health & Social Care Board
Help the Aged, Northern Ireland
Honorary Investment Advisory Committee
Human Rights Commission
Include Youth
Indian Community Centre
Inland Revenue
Juvenile Justice Centres
Labour Party
Latino America Unida
Law Society for NI
Legal Services Commission
Lesbian Line
Liberal Democrat Party
Liberty
Local Councils Lord Chief Justice
Mandarin Speakers Association
Men to Men
Menaware
Mencap in NI
Mens Action Network
Mens Advisory Project

Methodist Church
Mid-Ulster Women's Network
Mindwise
Ministry of Justice
Multi-Cultural Resource Centre
National Children's Bureau NI
National Deaf Children's Society
National Society for the Prevention of Cruelty to Children (NSPCC)
Natural Law Party
Nederlandse Vereniging in Noord Ierland
Newry & Mourne Senior Citizens' Consortium
Newry & Mourne Women
Newtownabbey Senior Citizens' Forum
NEXUS Institute
NI Court Service Brokers - Cunningham Coates
NI Inter-faith Forum
NI Pakistani Cultural Association
NI-TECA
NIGRA (Northern Ireland Gay Rights Association)
North West Community Network
North West Forum of People with Disabilities
Northern Ireland African Cultural Centre
Northern Ireland Anti-Poverty Network
Northern Ireland Association for Mental Health
Northern Ireland Association of Care and Resettlement of Offenders (NIACRO)
Northern Ireland Association of Citizens Advice Bureaux
Northern Ireland Council for Ethnic Minorities (NICEM)
Northern Ireland Council for Voluntary Action (NICVA)
Northern Ireland Human Rights Commission (NIHRC)
Northern Ireland Office
Northern Ireland Prison Service
Northern Ireland Public Service Alliance
Northern Ireland Statistics and Research Agency (NISRA)
Northern Ireland Unionist Party
Northern Ireland Women's Aid Federation
Northern Ireland Women's Coalition
Northern Ireland Women's European Platform
Northern Ireland Youth Forum
NSPCC
NUS USI, Northern Ireland Student Centre
Occupational Health Service
Omagh Forum of Rural Associations
Omagh Women's Area Network
Opportunity Youth
Pakistani Community Association
Parents Advice Centre
Parents and Professionals and Autism
Polish Association Northern Ireland
Presbyterian Church
Probation Board
Progressive Unionist Party
Public and Commercial Services Union
Public Trust Office
Putting Children First
Queer Space
Resident Magistrates' Association

Roman Catholic Church
Royal National Institute for Deaf People (NI)
Royal National Institute for the Blind (NI)
Save the Children
SDLP Sense NI
Shah Jalal Mosque Bangladeshi Islamic Community Centre
Sinn Fein
Social Security Agency
Socialist Party
Society of Masters
Sperrin Lakeland Senior Citizens' Consortium
Strabane Ethnic Community Association
TADA Rural Support Network
The Cedar Foundation
The Guide Dogs for the Blind Association
The Mens Project [including all registered directory organisations]
The Participation Network [including all member organisations]
The Rainbow Project
The Women's Centre
The Workers Party
Traveller Movement Northern Ireland
Ulster Democratic Party
Ulster Unionist Party
United Kingdom Unionist Party
Victim Support NI
Voice of Young People in Care (VOYPIC)
Wah Hep Chinese Community Association
West Belfast Economic Forum
Women's Coalition
Women's Forum Northern Ireland
Women's Information Group
Women's Resource and Development Agency
Women's Support Network
Youth Action NI
Youth Council for Northern Ireland
Youth Justice Agency

* In addition to this list, the NI Court Service has an extensive mailing list of other organisations which is considered by policy owners in relation to the consultation area

[List updated April 2009]

CONSULTATION ON DRAFT EQUALITY SCHEME

The Court Service published its draft Equality Scheme for consultation in April and October 2000. It specifically invited comments from the bodies listed at Table A but it was also advertised in the Press as being available free on request to any group or person. The Draft Scheme was also posted on the Court Service Website. The Court Service undertook to meet any requests for copies in alternative formats.

The main comments received are included in this annex and have been considered.

CONSULTATION EXERCISE

RESPONSES RECEIVED FROM THE FOLLOWING ORGANISATIONS

Mencap	Banbridge District Council
Women's Resource & Development Agency	Ballymena Borough Council
Down's Syndrome Association	Newry & Mourne Women
Lisburn Borough Council	Youth Council for NI
Women's Aid Federation	British Deaf Association
Equality Commission for NI	NI Association for the Care & Resettlement of Offenders
Newry & Mourne District Council	Children's Law Centre & Putting Children First
Equality Forum for NI	NIPSA
Department of Culture, Arts and Leisure	Age Sector Reference Group
Antrim Borough Council	Rural Community Network
Craigavon Borough Council	Coalition on Sexual Orientation
Association of Chief Officers of Voluntary Organisations	West Belfast Economic Forum
Community Relations Training	Committee on The Administration of Justice
Learning Consortium	Disability Action
National Society for the Prevention of Cruelty to Children	Fermanagh Women's Network
Ken Maginnis, MP	Chief Executive
Include Youth	Royal National Institute for Deaf People
Department of Agriculture & Rural Development	The Bar Council
Derry City Council	Rate Collection Agency
Department of Education	NI Women's European Platform
Department for Social Development	NI Council for Ethnic Minorities
Community Relations Council	NI Resident Magistrates' Association

SUMMARY OF RESPONSES

1. Foreword should be signed by the Lord Chancellor or the Director General to demonstrate personal commitment from senior management.
2. Foreword should contain commitment to 'necessary' resources instead of 'appropriate' resources.
3. Introduction should contain more detailed information about how the Northern Ireland Court Service will seek to monitor the impact of its policies.
4. Scheme should clarify specific internal arrangements and identify a key member of staff to which complaints should be sent.
5. Activities listed in scheme not described in sufficient detail.
6. Scheme should demonstrate a commitment to include the distinct needs of children and adults with a learning disability and their careers.
7. Scheme should contain a proper analysis of present legal aid situation as part of consultation process.
8. Distribution of information about the Northern Ireland Court Service and court procedures in language, which is accessible to children and young people.
9. Identify policies which have already been subject to an impact assessment and which are the responsibility of other departments.
10. Proposed list of groups to be consulted on impact assessments must be broadened - list not exhausted.
11. Develop a charter to evaluate the effectiveness of staff equality training and their customer service delivery.
12. Concerns over access to information in respect of 'reasonable costs'.

SUMMARY ACTION PLAN

Training Needs Analysis

Submission of Scheme - 25 January 2001

Commence Screening Process

Identify Policies for Equality Impact Assessment

Draft timetable for conducting Equality Impact Assessments

Commence Consultation on Results of Screening Exercise, Mechanisms used and Timetable for Conducting Equality Impact Assessment

Consider outcome of consultation

Report on Consultation Process

Implementation of Timetable

Commencement of Impact Assessments

Formal Consultation on outcome

Publish results of Impact Assessments - Decision of Public Authority

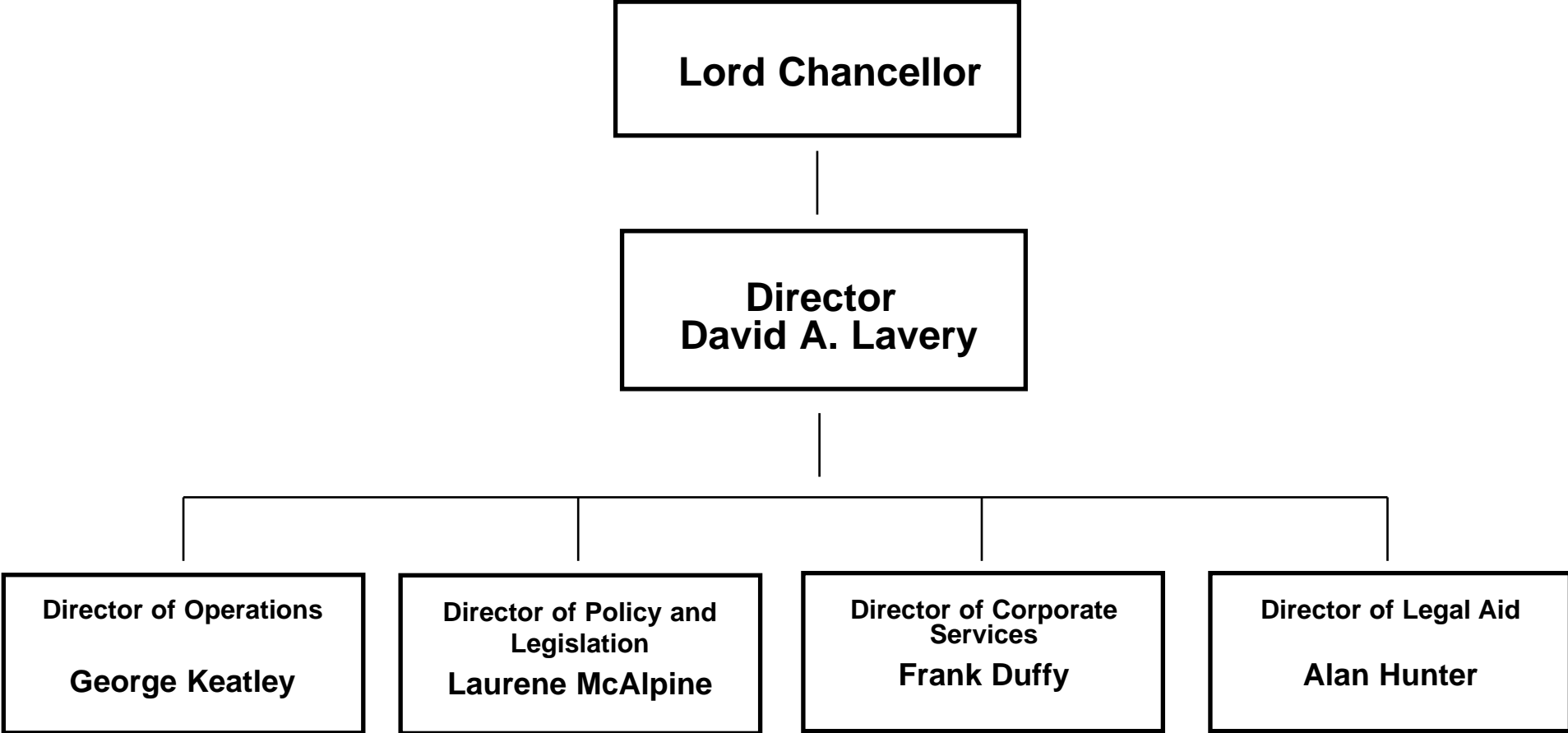
Monitor impacts

Publish results of monitoring

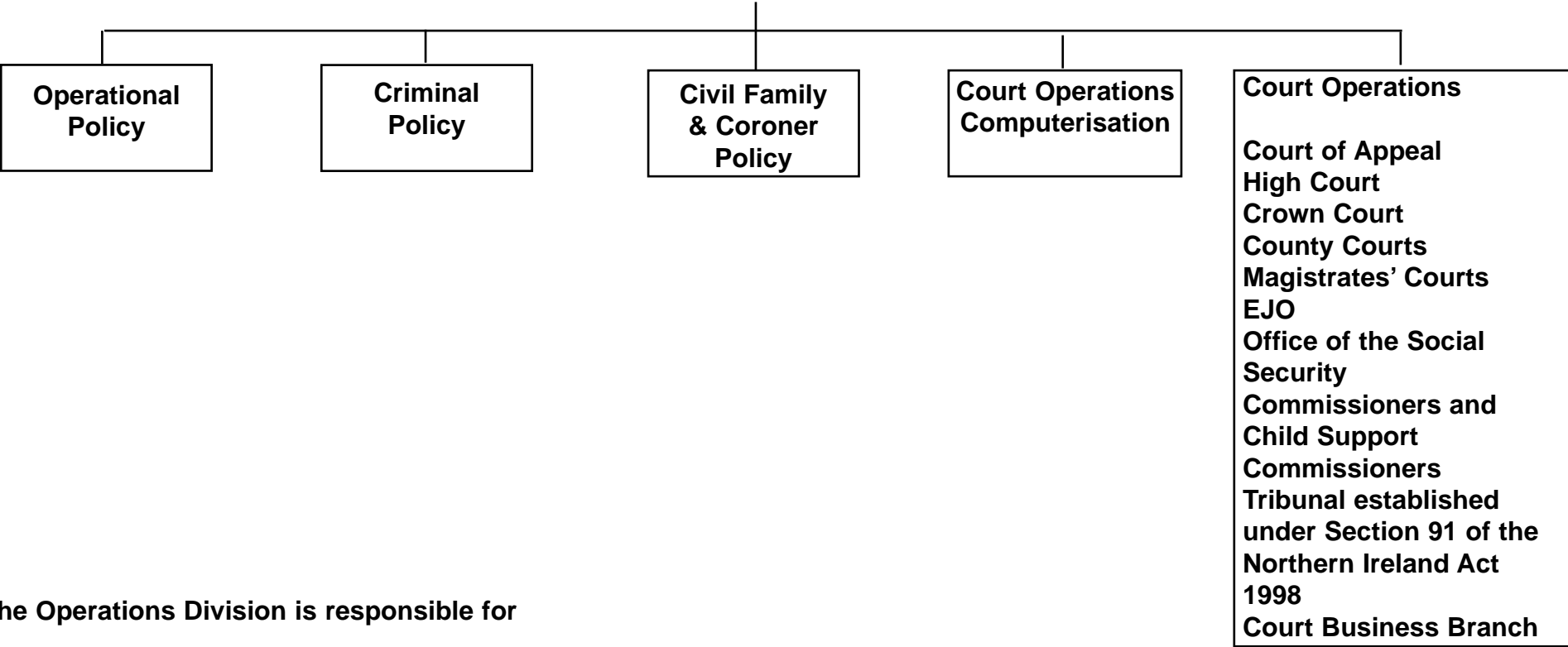
Review of Equality Scheme

NORTHERN IRELAND COURT SERVICE

ANNEX E



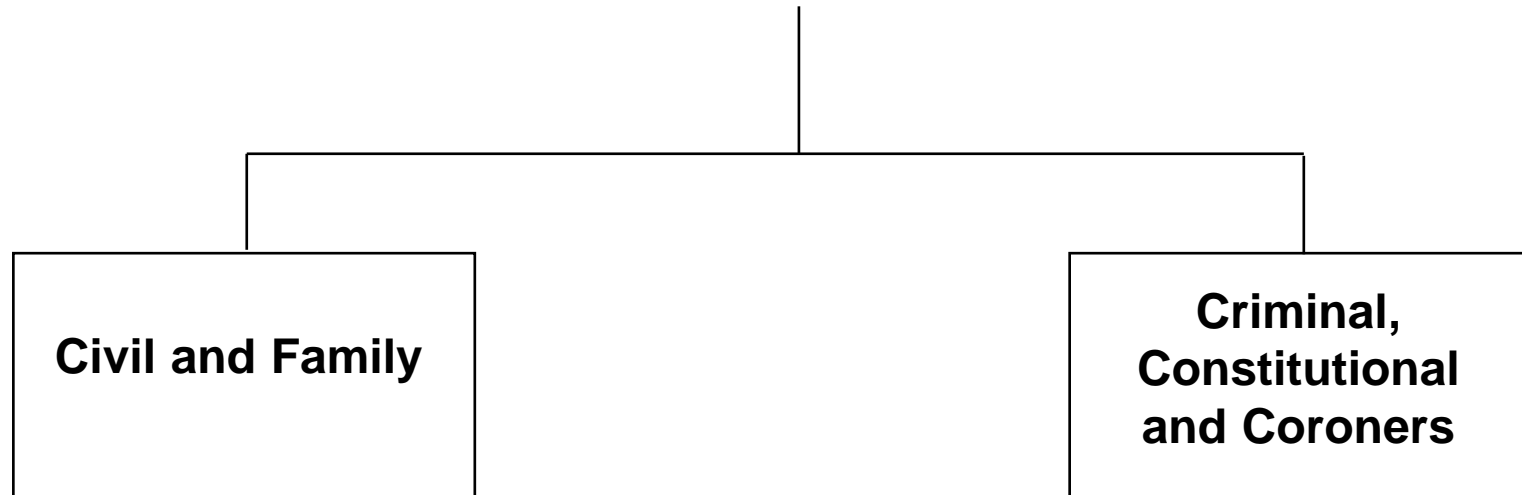
**Director of Operations
Mr George Keatley**



The Operations Division is responsible for

- **delivering the operational functions associated with the administration of all the courts, ranging from issuing originating processes to the implementation of decisions of the courts;**
- **administering the Fixed Penalty Office**
- **enforcing court judgments under the Judgements Enforcement (Northern Ireland) Order 1981**
- **providing administrative support to the Social Security and Child Support Commissioners and the Pensions Appeals Tribunal; and meeting the standards laid down in the Courts Charter for Northern Ireland**

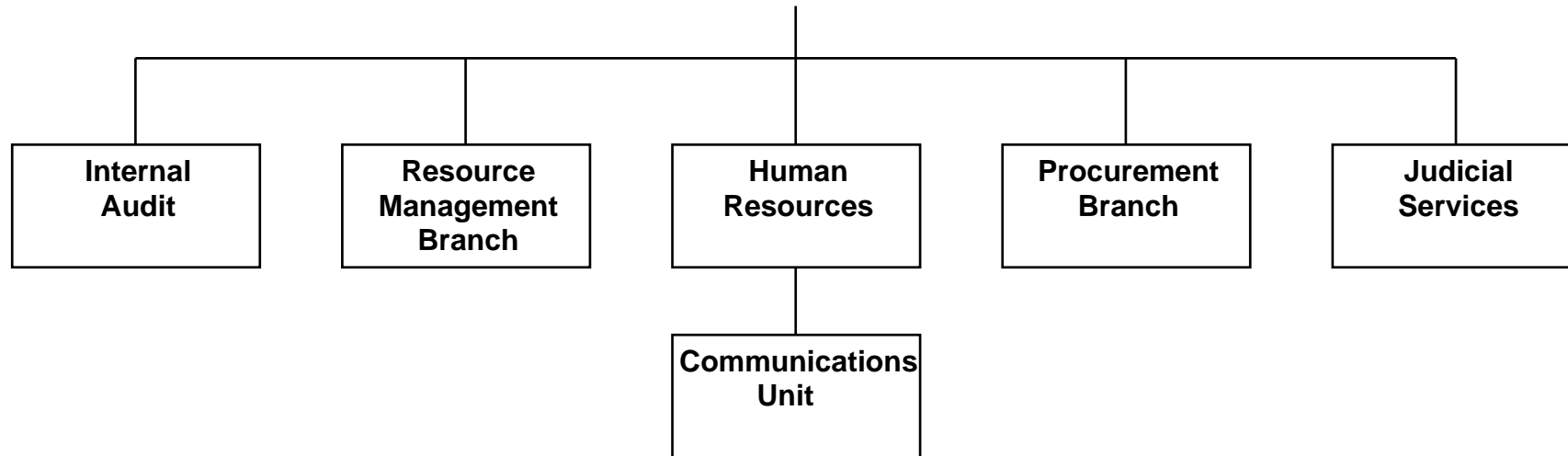
**Director of Policy and Legislation
Mrs Laurene McAlpine**



The Policy & Legislation Division undertakes central government functions in support of the Lord Chancellor's ministerial responsibilities, including

- **determining the policy and legislative framework within which the courts will operate**
- **carrying out on behalf of the Lord Chancellor the functions of the Central Authority under the European and Hague Conventions on Child Abduction**
- **providing legal advice to the Court Service and HM Coroners on the complete range of executive functions**
- **providing the Secretariat to Court Rules Committees**

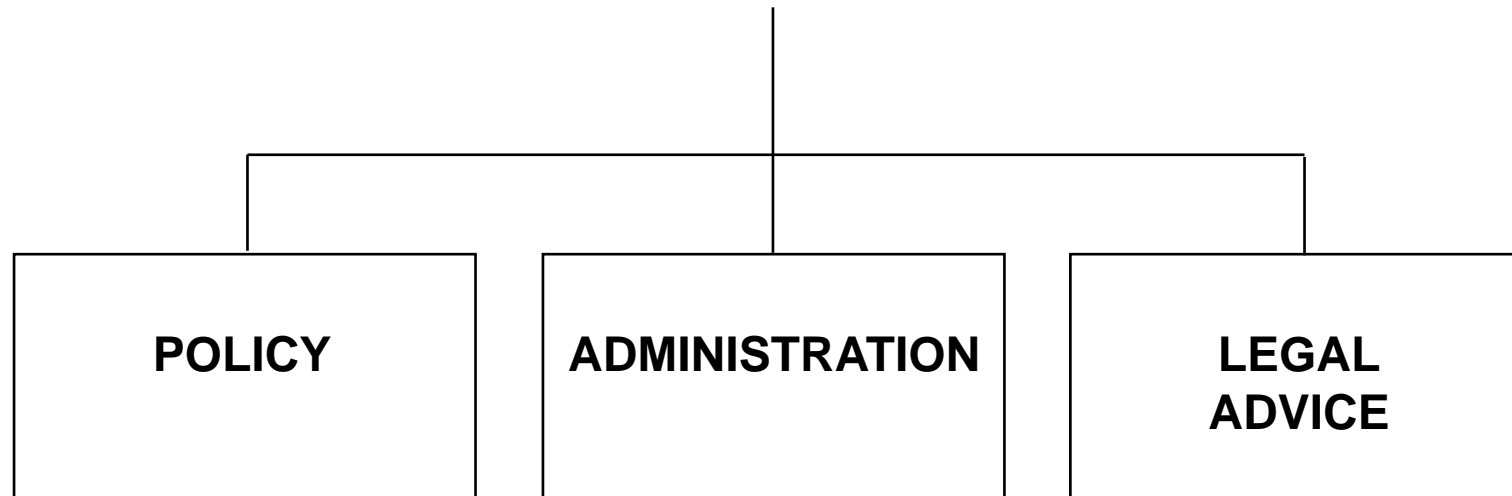
**Director of Corporate Services
Mr Frank Duffy**



The Corporate Services Division is responsible for:

- Providing a wide range of services in support of other divisions and the Judiciary including personnel and training, resource management, procurement and information technology
- Supporting the Lord Chancellor in carrying out his responsibility for judicial appointments, including advisory committees
- Providing an internal audit function
- Corporate development of the Court Service
- Implementation of Equality Scheme
- Providing the Secretariat to the Judicial Studies Board for Northern Ireland, and the Lay Panel Training Committee managing funds lodged in court.

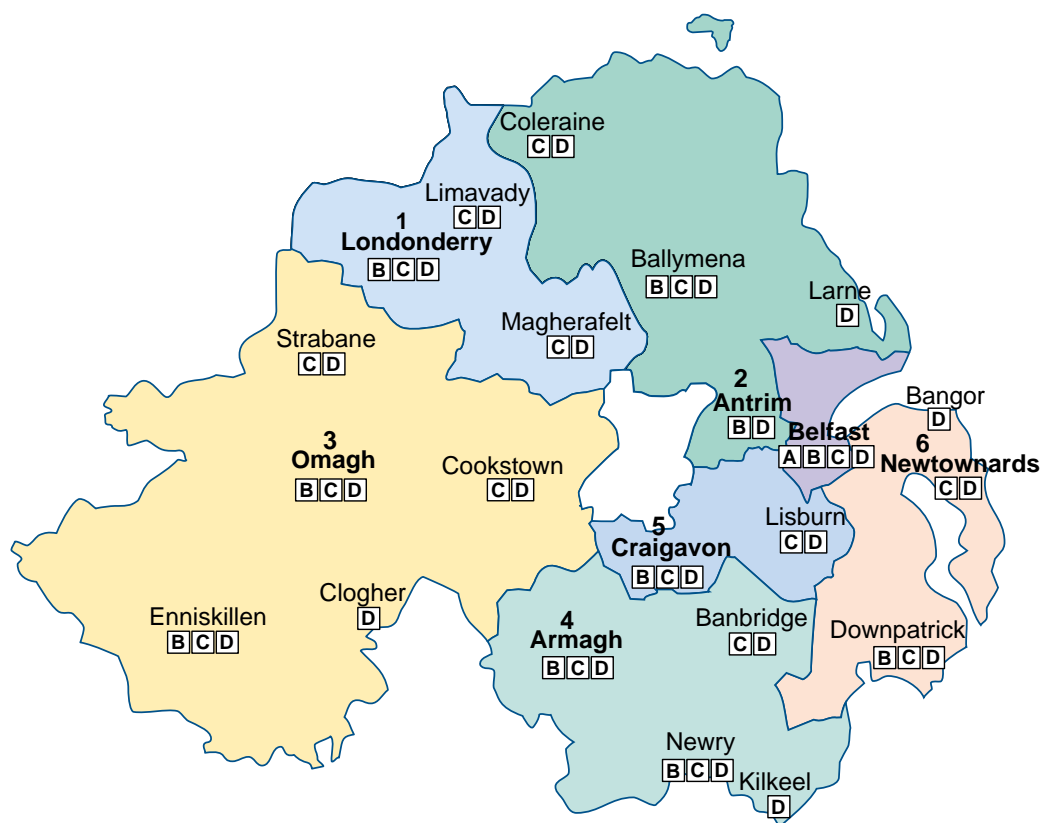
**Director of Legal Aid
Mr Alan Hunter**



Legal Aid Division is responsible for

- **Developing Legal Aid Policy**
- **Monitoring expenditure on Legal Aid and its associated administration**
- **Providing secretarial support to the Lord Chancellor's Legal Aid Advisory Committee**
- **Implementing Government Reforms**
- **Sub-ordinate Legislation and providing Legal Advice**

COURT VENUES IN NORTHERN IRELAND



A Court of Appeal and High Court **B** Crown Court **C** County Court **D** Magistrates' Court

Londonderry

County Court Division
Petty Sessions Districts

Londonderry
Londonderry
Limavady
Magherafelt

Craigavon

County Court Division
Petty Sessions Districts

Craigavon
Lisburn
Craigavon

Antrim

County Court Division
Petty Sessions Districts

Antrim
Antrim
Ballymena
Larne
North Antrim

Armagh

County Court Division
Petty Sessions Districts

Armagh and South Down
Armagh
Banbridge
Newry and Mourne

Belfast

County Court Division
Petty Sessions District

Belfast
Belfast and
Newtownabbey

Omagh

County Court Division
Petty Sessions Districts

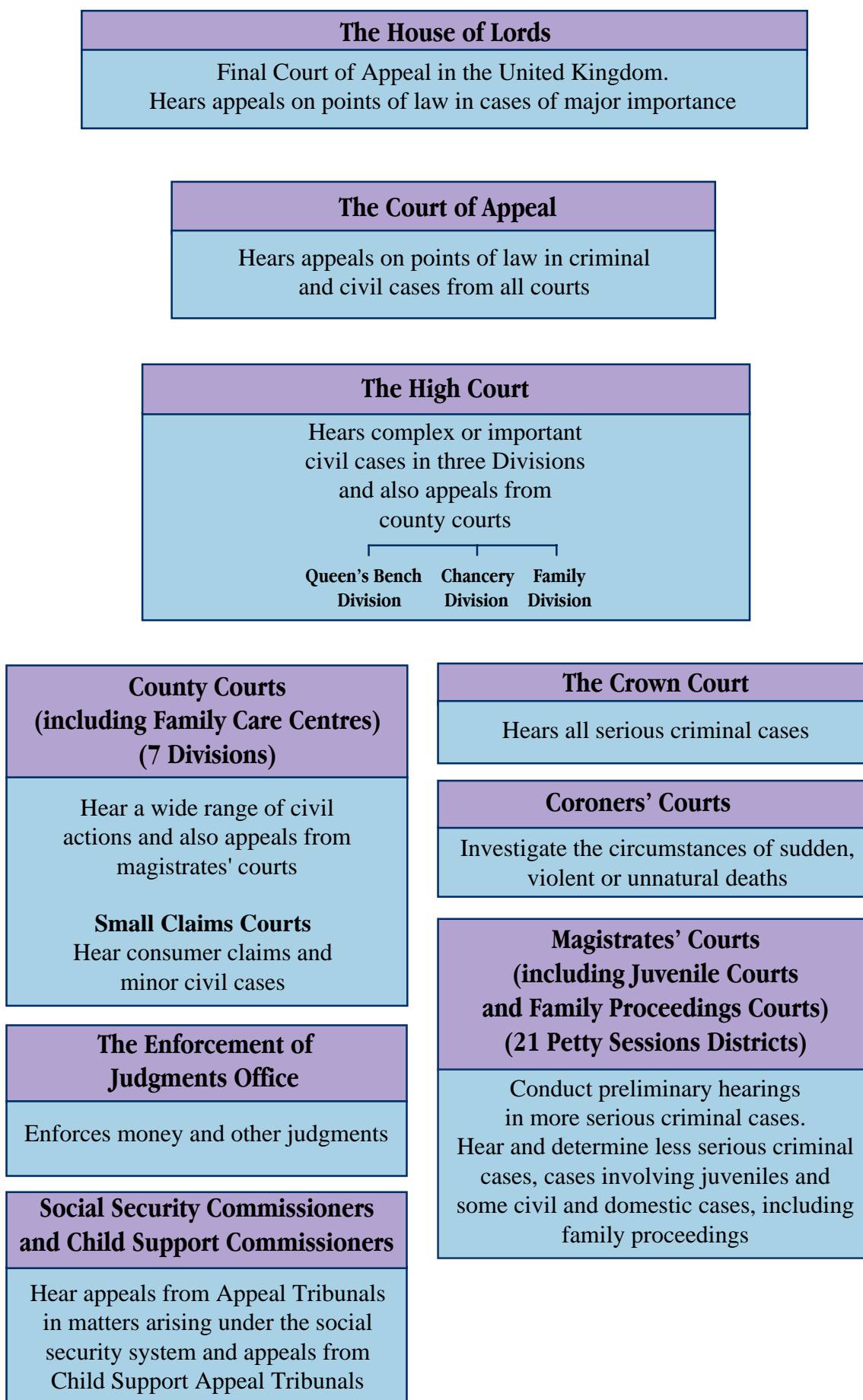
Fermanagh and Tyrone
East Tyrone
Fermanagh
Omagh
Strabane

Newtownards

County Court Division
Petty Sessions Districts

Ards
Ards
North Down
Castlereagh
Down

THE COURT STRUCTURE IN NORTHERN IRELAND



COURT SERVICE ADDRESSES IN NORTHERN IRELAND

Antrim Court Office
The Courthouse
30 Castle Way
Antrim BT41 4AQ
Telephone: 028 9446 2661

Armagh Court Office
The Courthouse
The Mall
Armagh BT61 9DJ
Telephone: 028 3752 2816

Ballymena Court Office
The Courthouse
Albert Place
Ballymena BT43 5BS
Telephone: 028 2564 9416

Banbridge Court Office
The Courthouse
Victoria Street
Banbridge BT32 3DH
Telephone: 028 4062 3622

Bangor Court Office
The Courthouse
6 Quay Street
Bangor BT20 5EA
Telephone: 028 9147 2626

Coleraine Court Office
The Courthouse
46A Mountsandel Road
Coleraine BT52 1NY
Telephone: 028 7034 3437

Cookstown Court Office
The Courthouse
Chapel Street
Cookstown BT80 8QD
Telephone: 028 8676 2637

Craigavon Court Office
The Courthouse
Central Way
Craigavon BT64 1AP
Telephone: 028 3834 1324

Downpatrick Court Office
The Courthouse
English Street
Downpatrick BT30 6AD
Telephone: 028 4461 4621

Enniskillen Court Office
The Courthouse
East Bridge Street
Enniskillen BT74 7BP
Telephone: 028 6632 2356

Larne Court Office
The Courthouse
Victoria Road
Larne BT40 1RN
Telephone: 028 2827 2927

Limavady Court Office
The Courthouse
Main Street
Limavady BT49 0EY
Telephone: 028 7772 2688

Lisburn Court Office
The Courthouse
Railway Street
Lisburn BT28 1XR
Telephone: 028 9267 5336

Londonderry Court Office
The Courthouse
Bishop Street
Londonderry BT48 6PQ
Telephone: 028 7136 3448

Magherafelt Court Office
The Courthouse
Hospital Road
Magherafelt BT45 5DG
Telephone: 028 7963 2121

Newry Court Office
The Courthouse
23 New Street
Newry BT35 6JD
Telephone: 028 3025 2040

Newtownards Court Office
The Courthouse
Regent Street
Newtownards BT23 4LP
Telephone: 028 9181 4343

Omagh Court Office
The Courthouse
High Street
Omagh BT78 1DU
Telephone: 028 8224 2056

Strabane Court Office
The Courthouse
Derry Road
Strabane BT82 8DT
Telephone: 028 7138 2544

COURT SERVICE ADDRESSES IN NORTHERN IRELAND

Court Service Headquarters

Windsor House
9-15 Bedford Street
Belfast BT2 7LT
Telephone: 028 9032 8594

Supreme Court of Judicature

Royal Courts of Justice
Chichester Street
Belfast BT1 3JF
Telephone: 028 9023 5111

Laganside Courts

45 Oxford Street
Belfast BT1 3LL
Telephone: 028 9031 5219

Enforcement of Judgments Office

Bedford House
Bedford Street
Belfast BT2 7DS
Telephone: 028 9024 5081

Office of Social Security & Child Support Commissioners

Headline Building
10-14 Victoria Street
Belfast BT1 3GG
Telephone: 028 9033 2344

HM Coroner for Greater Belfast

Coroner's Office
Old Townhall Building
Victoria Street
Belfast BT1 3GL
Telephone: 028 9031 5219

HM Coroner for Londonderry

4 Queen Street
Londonderry BT48 7EF
Telephone: 028 7137 1894

HM Coroner for North Antrim

Coroner's Office
Old Townhall Building
Victoria Street
Belfast BT1 3GL
Telephone: 028 9031 5219

HM Coroner for East Tyrone & Magherafelt

15 Meeting Street
Magherafelt BT45 6BN
Telephone: 028 7963 2533

HM Coroner for Fermanagh & Omagh

44 Hamilton Street
Belfast BT2 8LT
Telephone: 028 9023 6011

HM Coroner for Armagh

15 Church Street
Portadown BT62 3LN
Telephone: 028 3833 7211

HM Coroner for South Down

72 Ardross Road
Portadown BT62 1SQ
Telephone: 028 3885 1347

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