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Northern Ireland Court Service  
Consultation Paper  
Provision of In-Court Interpretation Services

February 2010

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# 1. Introduction

- 1.1 The Northern Ireland Court Service is committed to providing an efficient and effective interpretation service to meet the needs of non-English speakers and deaf and hearing impaired court users.
- 1.2 The purpose of this policy is to define the circumstances in which the Court Service will arrange and meet the costs of supplying interpreters for proceedings before a range of courts and tribunals in Northern Ireland. In addition the document provides guidance in relation to the required quality and competency of interpreters.

## Statutory Background

- 1.3 Under the Administration of Justice (Language) Act (Ireland) 1737 all court proceedings in Northern Ireland, including any documentation relating to those proceedings, must be in English, except where an individual does not speak or understand English.
- 1.4 This policy has been prepared to take account of -
  - The Human Rights Act 1998; and
  - The Disability Discrimination Act 1995.
- 1.5 The rights to liberty and security and to a fair trial are fundamental human rights protected by the European Convention on Human Rights [ECHR]. They include the right to interpretation where needed. Article 6 of ECHR states that everyone who is charged with a criminal offence has the right to:
  - be informed promptly in a language which he understands and in detail, of the nature and cause of the accusation against him; and
  - have the free assistance of an interpreter if he cannot understand or speak the language used in court.
- 1.6 The Disability Discrimination Act 1995 makes it unlawful for 'service providers', including the Court Service, to treat disabled people less favourably than other people for a reason related to their disability. This includes people with a speech or hearing impairment.

1.7 The Court Service is seeking the views of organisations with a particular interest in this policy, and a copy of the document is also available on the Northern Ireland Court Service website ([www.courtsni.gov.uk](http://www.courtsni.gov.uk)).

1.8 We welcome responses from organisations and individuals. Several questions are posed in section 9 of the consultation paper and we would be particularly grateful for views on these.

1.9 Please respond by 4 May 2010 to:

Email: [communicationsgroup@courtsni.gov.uk](mailto:communicationsgroup@courtsni.gov.uk)

By post: Consultation Co-ordinator  
Provision of In-Court Interpretation Services consultation  
Northern Ireland Court Service  
Communications Group  
Laganside House  
23-27 Oxford Street  
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## 2. Arrangements for Foreign Language Interpretation in Criminal Courts

### 2.1 Arranging foreign language interpretation in cases prosecuted by the Public Prosecution Service

#### Non-English speaking defendants

2.1.1 The Police Service of Northern Ireland (PSNI) and the Public Prosecution Service (PPS) are responsible for arranging an interpreter for the **first** court appearance at a criminal court. The Court Service is responsible for arranging an interpreter at a second or subsequent hearing of a criminal case.

#### Payment of interpreter's fees

2.1.2 The costs of supplying an interpreter for **defendants** at **first appearances** will be met by the PSNI. The costs of providing in-court interpretation services for **defendants** at **second and subsequent hearings** will be met jointly by the Court Service, PPS and the NIO.

#### Interpreters for Prosecution witnesses

2.1.3 The appointment and payment of interpreters for prosecution witnesses is the responsibility of the Public Prosecution Service.

#### Interpreters for Defence witnesses

2.1.4 The defence is responsible for making arrangements for the interpreting needs of all **defence witnesses**, both during the preparation of the case and while giving evidence. The defence is also responsible for the payment of those interpreter's fees.

### 2.2 Arranging an interpreter for non-English speaking defendants in criminal cases prosecuted by all other prosecution agencies

2.2.1 When the court is made aware that an interpreter is required to support a non-English speaking defendant in proceedings initiated by an agency other than the PPS e.g. TV Licensing, Driver & Vehicle Licensing or Crown Solicitors Office in extradition cases, the Court Service will arrange and pay for the interpreter.

#### Interpreters for Prosecution witnesses

2.2.2 The appointment and payment of interpreters for prosecution witnesses is the responsibility of the prosecuting agency.

#### Interpreters for Defence witnesses

2.2.3 The defence is responsible for making arrangements to meet the interpreting and translation needs of all **defence witnesses**, both during the preparation of the case and while giving evidence. The defence is also responsible for the payment of those interpreter's fees.

### **2.3 Arrangements for the provision of an interpreter for Parents / Carers in Youth Court Proceedings**

2.3.1 Where a **youth defendant** requires an interpreter, one will be engaged in accordance with the arrangements outlined for non-English speaking defendants in criminal courts (as set out at Para **2.1.1**). The interpreter can interpret for the youth and any parents/carers accompanying them if necessary.

2.3.2 In cases where the youth can speak English or does not require an interpreter but the parent /carer does, the defence solicitors should contact the court in order that the court may make arrangements for an interpreter to attend for the parent /carer.

#### Payment of interpreter's fees

2.3.3 Arrangements for payment of an interpreter for non-English speaking adult defendants [as set out at Para 2.1.2] will apply to the provision of interpretation services for youth defendants and their parent /carer.

### 3. Arrangements for Foreign Language Interpretation in Civil and Family Courts

#### 3.1 Arranging an interpreter for non-English speaking parties in civil and family hearings

3.1.1 Generally, when an action is privately funded, the party requiring the services of an interpreter must make the arrangements and meet the costs. The Court Service will arrange foreign language interpreters for non-English speaking parties in civil and family hearings in the following circumstances:

##### Cases involving Domestic Violence and Children

3.1.2 To complement our commitments in government strategies in respect of domestic violence and children and young people, the Court Service will arrange and pay for an interpreter in alleged domestic violence cases or in cases involving children.

##### Committal cases

3.1.3 Bearing in mind the obligations imposed by the Human Rights Act 1998, the Court Service will arrange and meet the costs of supplying an interpreter in committal cases where the individual whose liberty is in jeopardy does not understand or speak English.

##### Non-committal cases (Including Possession)

3.1.4 The Court Service will arrange and meet the costs of supplying an interpreter if that is the only way that a litigant can take part in a hearing **and** certain criteria are met.

3.1.5 The criteria referred to in paragraph 3.1.4 are that the litigant:-

- cannot speak or understand the language of the court well enough to take part in the hearing; and
- cannot get public funding and cannot afford to fund an interpreter privately;

**OR**

Where the Judge directs that an interpreter be arranged by the Court.

## 4. Arrangements for Foreign Language Interpretation in Inquests

### 4.1 Arranging an interpreter for non- English speaking parties in Inquests

4.1.1 The Court Service will arrange and meet the costs of supplying an interpreter for foreign language interpretation in inquests **when directed by the Coroner**. This would happen in circumstances where a witness at an inquest is unable to understand English sufficiently to give evidence.

## **5. Arrangements for Foreign Language Interpretation in Tribunal Hearings**

### **5.1 Arranging an interpreter for non-English speaking parties in Tribunal Hearings**

5.1.1 The Court Service will arrange an interpreter if it is the only way that a party can take part in a hearing **and** certain criteria are met.

5.1.2 The criteria referred to in paragraph 5.1.1 are -

- the party cannot speak or understand the language of the Tribunal well enough to take part in the hearing, and
- the party cannot get public funding and cannot afford to fund an interpreter privately,

**OR**

- the Judge / Adjudicator / legal chairman directs that an interpreter be arranged by the Tribunal.

#### Payment of Interpreters fees

5.1.3 Where the Court Service has administrative responsibility for a Tribunal the costs of providing an interpreter will be met by the Court Service.

5.1.4 Where the Court Service is facilitating a Tribunal for a sponsoring department, the costs of providing an interpreter will be recouped from that department.

## **6. Arrangements for the Provision of Interpreters for Deaf and Hearing Impaired Defendants, Parties and Other Persons**

### **6.1 Arranging an interpreter for Deaf and Hearing Impaired persons**

6.1.1 The arrangements for the provision of British Sign Language (BSL) interpreters or other Language Service Professionals (LSP) for deaf and hearing impaired defendants, parties and other persons will be analogous to the arrangements for foreign language interpreters set out in sections 2 to 5 of this paper.

## 7. Quality and Competency of Interpreters

### 7.1 Quality and Competency of Interpreters

7.1.1 The Court Service engages interpreters who possess as a minimum the Open College Network [OCN] Level 3 accreditation in community interpreting. Sign language interpreters must be a Member of the Register of Sign Language Interpreters (MRSLI).

7.1.2 In more complex cases, the Court Service will require foreign language interpreters who are registered with the National Register of Public Service Interpreters (NRPSI) and possess a Diploma in Public Service Interpreting [DPSI]. The National Register is a professional register comprising of individuals who have satisfied selection criteria in terms of qualifications and experience.

7.1.3 In a Crown Court trial, the Court Service will attempt to source two language interpreters from the NRPSI.

7.1.4 In magistrates' courts, Crown Court arraignments, pleas and mentions and all other courts and tribunals, language interpretation is normally provided by a local interpreter qualified to OCN level 3.

7.1.5 The Court Service will not usually engage an interpreter for a defendant in criminal proceedings if he /she interpreted at the police station either for the police or the defendant's solicitor at any stage prior to the court appearance. If however, it is not possible to source another interpreter then the court and all parties will be notified of the intention to use the same interpreter for the court proceedings and must agree those arrangements.

7.1.6 Due to the potential for a conflict of interest and to ensure the fairness of proceedings, interpreters engaged by the Court Service to interpret in the courtroom cannot be used outside of the courtroom by the defence to communicate with their client.

## **7.2 Taking the oath as an Interpreter**

7.2.1 Interpreters are required to take an oath or affirm that they will faithfully and accurately interpret the proceedings in court and be subject to the direction of the judge.

## **7.3 Complaints about interpreters**

7.3.1 Any complaints or concerns regarding the standard and behaviour of an interpreter engaged by the Court Service should immediately be referred to the Head of Customer Services Group.

E-mail: [customerservicegroup@courtsni.gov.uk](mailto:customerservicegroup@courtsni.gov.uk) Tel (028) 9032 8594

## 8. Telephone Interpretation

- 8.1 In response to the growing number of ethnic minority customers accessing our service, a telephone interpreting facility is now available at the following court venues:
- Royal Courts of Justice
  - Laganside
  - Dungannon
  - Newry
- 8.2 Telephone interpreting is suitable only for brief and straightforward communications e.g. handling front-desk enquiries; it is not appropriate for use in evidential procedures.
- 8.3 The telephone interpreting service is available on a 24-hour, 7 day week basis and covers over 170 languages. The facility is used to assist with 'first contact' scenarios when a customer calls at the public counter for a routine enquiry. Once a member of staff has identified the caller's language (with the assistance of language identification cards) they call Language Line's team of operators who connect them immediately to an interpreter in the requested language. This takes about 90 seconds. The interpreter will then translate exactly what both parties say.

## 9. Questions for Consultation

9.1 We would welcome responses to the following questions –

**Question 1** – Do you consider that adequate provision is made for the provision of foreign language interpretation for defendants in criminal courts?

**Question 2** – Do you agree that it is more effective for the prosecution and defence to be responsible for the provision of interpreters for their own witnesses?

**Question 3** – Do you consider that adequate provision is made for the provision of foreign language interpretation in civil and family courts? Are there any other types of proceedings where Court Service should arrange and pay for an interpreter?

**Question 4** – Do you consider that adequate provision is made for the provision of foreign language interpretation in inquests?

**Question 5** – Do you consider that adequate provision is made for the provision of foreign language interpretation in Tribunal Hearings?

**Question 6** – Should the arrangements for the provision of interpreters for deaf and hearing impaired persons be the same as the proposed arrangements for foreign language interpreters?

**Question 7** – Are you satisfied with the minimum standards for interpreters set out in section 7?

9.2 We would also welcome any comments in relation to the results of the Equality Screening Exercise which was carried out for these proposals, and which are set out at **Annex A**.

## 10. Consultation

10.1 The Court Service will be writing to political Parties, the judiciary, the legal profession, representative groups for ethnic minorities and a wide variety of other organisations with an interest in the court system and, in particular, the provision of in-court interpretation services, to notify them about this consultation exercise. A copy of this document is also available on the Northern Ireland Court Service website ([www.courtsni.gov.uk](http://www.courtsni.gov.uk)).

10.2 This consultation is being carried out in accordance with the Cabinet Office Code of Practice on Consultation. This Code of Practice stipulates that the seven consultation criteria must be reproduced with any consultation document. The consultation criteria are:

1. **When to consult** – Formal consultations should take place at a stage where there is scope to influence the policy outcome.
2. **Duration of consultation exercises** – Consultations should normally last for at least 12 weeks with consideration given to longer timescales where feasible and sensible.
3. **Clarity of scope and impact** – Consultation documents should be clear about the consultation process, what is being proposed, the scope to influence and the expected costs and benefits of the proposals.
4. **Accessibility of consultation exercises** – Consultation exercises should be designed to be accessible to, and clearly targeted at, those people the exercise is intended to reach.
5. **The burden of consultation** – Keeping the burden of consultation to a minimum is essential if consultations are to be effective and if consultees' buy-in to the process is to be obtained.
6. **Responsiveness of consultation exercises** – Consultation responses should be analysed carefully and clear feedback should be provided to participants following the consultation.
7. **Capacity to consult** – Officials running consultations should seek guidance in how to run an effective consultation exercise and share what they have learned from the experience.

## 11. How to Respond

11.1 The last date for responses to this consultation is 4 May 2010.

11.2 Consultation Responses should be sent to:

E-mail : [communicationsgroup@courtsni.gov.uk](mailto:communicationsgroup@courtsni.gov.uk)

By post: Consultation Co-ordinator  
Provision of In-Court Interpretation Services consultation  
Northern Ireland Court Service  
Communications Group  
Laganside House  
23-27 Oxford Street  
BELFAST  
BT1 3LA

Telephone: 028 9041 2386

Textphone: 028 9041 2920

Fax: 028 9072 8942

11.3 When responding, please state whether you are responding as an individual or representing the views of an organisation. If responding on behalf of an organisation, please make it clear who the organisation represents and, where applicable, how the views of members were assembled.

11.4 A list of consultees who have been notified about this consultation is presented at **Annex B**.

### Confidentiality

11.5 In line with the Northern Ireland Court Service's policy of openness, at the end of the consultation period copies of the responses we receive may be made publicly available. The information they contain may also be published in a summary of responses. If such a summary is published it will be made available on the Northern Ireland Court Service website.

If you do not want all or part of your response or name made public, please state this clearly in your response. Any confidentiality disclaimer that may be generated by your/your organisation's IT system or included as a general statement in your fax cover sheet will be taken to apply only to information in your response for which confidentiality has been specifically requested.

11.6 We will handle any personal data you provide in accordance with the Data Protection Act 1998.

11.7 You should also be aware that there may be circumstances in which the Northern Ireland Court Service will be required to communicate information to third parties on request, in order to comply with its obligations under the Freedom of Information Act 2000.

11.8 Please contact the Northern Ireland Court Service Consultation Co-ordinator at the address above to request copies of consultation responses. An administrative charge may be made to cover photocopying of the responses and postage costs.

### **Complaints**

11.9 If you have any comments about the way this consultation has been conducted, these should be sent to the Head of Communications Group at:

E-mail : [communicationsgroup@courtsni.gov.uk](mailto:communicationsgroup@courtsni.gov.uk)

By post: Northern Ireland Court Service  
Communications Group  
Laganside House  
23-27 Oxford Street  
BELFAST  
BT1 3LA

Telephone: 028 9041 2386

Textphone: 028 9041 2920

Fax: 028 9072 8942

## **Additional Copies**

11.10 You may make copies of this document without seeking permission.

If you require further printed copies of the consultation document, we would invite you to access the document through our website and make the copies yourself. If you do not have access to the internet and require us to provide you with further copies, please contact the Consultation Co-ordinator with your specific request.

11.11 This document is available in alternative formats and other languages on request. Please contact the Communications Group at the address at 11.9 above with your request.

## **What happens next?**

11.12 We will aim to publish a summary of the views expressed by consultees and the Department's response on the Northern Ireland Court Service website within three months of the end of the consultation period.

## **Plans for making the results public**

11.13 In accordance with criterion 6 of the Cabinet Office Code of Practice on written consultation, decisions taken in the light of the consultation shall be made public promptly with a summary of the views expressed (subject to respondents' requests for confidentiality) and reasons for the decisions finally taken.



## **ANNEX A**

### **Northern Ireland Court Service Screening of Policies Provision of In-Court Interpretation Services**

#### **CONTENTS**

- 1. General Guidance on screening of policies**
- 2. Summary of policy**
- 3. Summary of available information**
- 4. Guidance on completing questionnaire**
- 5. Screening form**

Date Policy Screened: 10th December 2009

Policy Screened by: Rosalind Johnston  
Marc Little  
Joanne McDermott

Facilitated by: Alan Cartwright

## 1. General guidance on screening of policies

Section 75 of the Northern Ireland Act 1998 places new duties on Public Authorities to promote equality of opportunity and good relations. The statutory duty makes equality central to the whole range of public policy decision making and should:

- Contribute to better decisions being made by public authorities
- Encourage greater openness in government
- Achieve greater transparency in decision making
- Assist public authorities to effectively and efficiently address issues of equality
- Assist in complying with the law.

The Northern Ireland Court Service arrangements for complying with this requirement are set out in our Equality Scheme. Section 3.3 of the Scheme outlines our commitment in line with the Commission's guidance to screen all our policies to identify those with equal opportunity implications.

It is important that when considering the impact of policies on the promotion of equality of opportunity, due regard is given to the need to promote **equality of opportunity** for all categories of persons specified in Section 75. (The Nine Categories).

These are:

- Persons of different religious belief
- Persons of different political opinion
- Persons of different racial group
- Persons of different age
- Persons of different marital status
- Persons of different sexual orientation
- Men and women generally
- Persons with a disability and persons without
- Persons with dependents and persons without

The relevant categories of persons between whom **good relations** are to be promoted are

- Persons of different religious belief
- Persons of different political opinion
- Persons of different racial group

Each Policy will be considered against the following criteria:

- Is there evidence of higher or lower participation or uptake by different groups?
- Is there evidence that different groups have different needs, experiences, issues and priorities in relation to the particular policy?
- Is there an opportunity to better promote equality of opportunity or better community relations by altering the policy or working with others in government or in the larger community?
- Have consultations with relevant groups, organisations or individuals indicated that particular policies create problems which are specific to them?

Section 5 is a Screening Form that should facilitate your considerations.

## **2. Summary of Policy**

The purpose of the policy is to define the circumstances in which the Court Service will arrange and meet the costs of supplying interpreters.

## **3. Summary of available information**

An analysis was conducted on the number of times when interpreter services were requested by each of the court tiers within Northern Ireland, and within each County Court Division.

## **4. Guidance on completing questionnaire**

Before completing the questionnaire you should ensure that you have a clear understanding of the aim of the policy in question.

**SECTION A Questions 1-6** help you to think about the scope of the policy, policies which are related to it, the main stakeholders and any factors which could contribute or detract from its aims or implementation.

**SECTION B Questions 1-4** deal with the criteria set out at section 1. Before answering these questions you should have considered fully any information available which may have impacted on the development of the policy. Question 3 specifically asks for details of consultations and research with relevant groups, organisations or individuals and the outcome of this.

Having considered the available information you should again think through the policy and its purpose to identify whether there is anything expressed within it which is likely to have an adverse differential impact on anyone belonging to any group within the nine categories, or alternatively, any action omitted, the addition of which would promote equality of opportunity. **(Question 4)**. Question 5 relates to the two new duties imposed on public authorities under the Disability Discrimination Act requiring the promotion of positive attitudes towards disabled people and encouraging participation by disabled people in public life.

**SECTION C Questions 1 – 5** deal specifically with the impact of the policy in the context of the Human Rights Act 1998.

**SECTION D** If the answer to one or more of these questions is **Yes** you are asked to make a determination as to whether or not the policy should be subject to a full equality impact assessment.

It should be borne in mind that a **Yes** answer does not automatically trigger an equality impact assessment. Unfortunately there is no guidance available on what constitutes adverse differential impact, although it should be noted that differential impact could exist between groups but not necessarily be adverse.

If the answer to all the questions is **No** there is then clearly no requirement to subject the policy to a full equality impact assessment.

If however the answer to **SECTION D** is **Yes**, a full equality impact assessment is required, a view must then be reached on the priority issues for equality impact assessment, (**SECTION E**).

Priorities will be based on the following factors:

- effect on peoples daily lives
- strategic significance of the policy
- budgetary significance of the policy

Remember that the purpose of this screening is to **identify** any equality implications within the policy; it is not to carry out a full impact assessment. Use your knowledge of the policy together with the additional available information to help you provide an informed indication of whether a full equality impact assessment is or is not necessary.

Finally **SECTION F** is the Final Authorisation and Endorsement which requires the signature of both the policy developer and the responsible manager.

# SCREENING FORM

## SECTION A: SCOPING THE POLICY

### 1. Title of Policy:

Provision of In-Court Interpretation Services

### 2. Aims and Description

The purpose of the policy is to define the circumstances in which the Court Service will arrange and meet the costs of supplying interpreters

### 3. Who owns or defines the policy?

Business Development Group, Northern Ireland Court Service

### 4. Which other policies are related to this policy?

N/A

### 5. Who are the main stakeholders in relation to the policy?

The Judiciary

The Legal Profession

Court users generally and more specifically non-English speaking court users and deaf or hearing impaired court users.

### 6. What factors/forces could contribute/detract from the aim or implementation of the policy?

Interpreters not being available – availability of suitably qualified interpreters with the requested language

## SECTION B: SCREENING FOR EQUALITY ISSUES

### 1. Is there any evidence of higher or lower participation or uptake by different groups?

	Yes (please specify)	No	Not known
Religious belief	✓		
Political opinion	✓		
Racial group	✓		
Age		✓	
Marital status		✓	
Sexual orientation		✓	
Gender		✓	
Disability	✓		
Dependency		✓	

#### Additional Comments:

These are the groups towards whom the policy is directed in order to redress inequalities and ensure they receive a fair hearing and access to justice and court services generally

### 2. Is there evidence or indications that different groups have different needs, experiences, issues and priorities in relation to this policy issue?

	Yes (please specify)	No	Not known
Religious belief	✓		
Political opinion	✓		
Racial group	✓		
Age		✓	
Marital status		✓	
Sexual orientation		✓	
Gender		✓	
Disability	✓		
Dependency		✓	

**Additional Comments:**

The annual Court Users Exit Surveys and the Customer Service Excellence Standard accreditation both support the evidence that these groups have different needs in relation to this policy issue

**3. Have consultations/research with relevant groups, organisations or individuals indicated that policies of this type create problems that are specific to them? (The user engagement guide and protocol provide useful support.)**

	Yes (please specify)	No
Religious belief		✓
Political opinion		✓
Racial group		✓
Age		✓
Marital status		✓
Sexual orientation		✓
Gender		✓
Disability		✓
Dependency		✓

**Additional Comments:**

To date there has been limited consultation and we have not consulted widely with users at this point. However, the purpose of the policy is to assist court users who have particular needs in relation to in-court interpretation.

**a) List the organizations/groups/individuals both internal and external, that you contacted during the development of the policy**

- The Judiciary
- Court Administrators
- Customer Service Group (and in particular the staff who currently manage Interpreter Services)



## **SECTION C: HUMAN RIGHTS IMPACT ASSESSMENT**

### **Articles as identified by European Convention of Human Rights.**

- Article 2 - Right to life
- Article 3 - Prohibition of torture, inhuman or degrading treatment
- Article 4 - Prohibition of slavery and forced labour
- Article 5 - Right to liberty and security
- Article 6 - Right to fair and public trial
- Article 7 - Right to no punishment without law
- Article 8 - Right to respect for private and family life, home and correspondence
- Article 9 - Right to freedom of thought, conscience and religion
- Article 10 - Right to freedom of expression
- Article 11 - Rights to freedom of assembly and association
- Article 12 – Right to marry and to found a family
- Article 14 – The prohibition of discrimination
- Protocol 1 Article 1 – Protection of Property
- Protocol 1 Article 2 - Right to education

### **Definitions of degree of risk of infringement of each Article:**

**High risk** – It is foreseeable that this policy is very likely to breach this Article.

**Medium risk** – This policy is likely, in certain circumstances, to breach this Article.

**Low risk** – It is possible, though very unlikely, that this policy will breach this Article.

1. Indicate any potential Human Rights implications associated with this policy, the perceived degree of risk (see above) and who the victim may be.

	Has this policy the potential to infringe the rights (Please Tick)		If yes indicate here the degree of risk – High, Medium or Low (See definitions above)	If yes indicate here who the potential victim(s) would be
	Yes	No		
Article 2		✓		
Article 3		✓		
Article 4		✓		
Article 5		✓		
Article 6		✓		
Article 7		✓		
Article 8		✓		
Article 9		✓		
Article 10		✓		
Article 11		✓		
Article 12		✓		
Article 14*		✓		
Article 1 of Protocol 1		✓		
Article 2 of Protocol 1		✓		

**2. D Outline any justification for any infringements identified:**

N/A

**3. Are any alternatives available which may not infringe Human Rights?**

N/A

**If yes, and the decision has been taken NOT to pursue the alternatives, please give a rationale for this decision.**

N/A

**4. Outline any action which could be taken to reduce the level of infringement.**

N/A

**5. Are there actions that can be taken that would promote human rights?**

No

**Please specify:**

N/A

**SECTION D: RECOMMENDATION: DECISION TO PROCEED TO FULL EQUALITY IMPACT ASSESSMENT (EQIA)**

**On the basis of answers to Questions 1 to 4 in Section A (and in particular positive answers), do you recommend that the policy should be subjected to a full equality impact assessment?**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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**Please specify your reasons:**

N/A

**a. To be completed by the Policy Developer(s)**

Where a working group was set up to develop this policy, **please list their names below**. The chair or lead person of that group should sign this form and, in doing so confirms that policy screening under Section 75 of the Northern Ireland Act 1998 and screening for infringements to the Human Rights Act 1998 has been carried out on this policy.

**Signed:** *Jim Coffey*  
**Name:** Jim Coffey

**Date:** 14th December 2009  
**Title:** Business Modernisation and Ops Policy

**b. To be completed by responsible Executive Manager**

I am satisfied that this policy has been properly screened for both equality and human rights. Based on the information provided by the policy developer from the policy screening, this policy:

- Needs to go to full EQIA
- Does not need to go to full EQIA

**Send policy and screening forms to Diversity Unit, Northern Ireland Court Service.**

**Signed:** *Peter Luney*  
**Name:** Peter Luney

**Date:** 14th December 2009  
**Title:** Head of Business Development

## **ANNEX B**

### **List of Consultees**

Age Concern Northern Ireland  
Alliance Party of Northern Ireland  
British Deaf Association (NI)  
Children's Law Centre  
Chinese Welfare Association  
Citizens Advice Bureau  
Committee on the Administration of Justice  
Criminal Justice Inspection Northern Ireland  
Crown Solicitors Office  
Directorate of Legal Services  
Democratic Unionist Party  
Departmental Solicitors Office  
Disability Action  
District Judges' Association  
Driver & Vehicle Agency  
Equality Commission for Northern Ireland  
The General Bar Council of Northern Ireland  
Green Party  
Help The Aged  
Her Majesty's Council of County Court Judges  
High Court Judges  
Indian Community Centre  
Latino America Unida  
Law Centre (Northern Ireland)  
Law Society of Northern Ireland  
Lord Chief Justice  
Mandarin Speakers Association  
Multi-Cultural Research Centre, Belfast  
National Deaf Children's Society  
National Society for the Prevention of Cruelty to Children  
Northern Ireland African Cultural Centre  
Northern Ireland Association of District Judges (Magistrates' Court)  
Northern Ireland Commissioner for Children and Young People  
Northern Ireland Council for Ethnic Minorities  
Northern Ireland Guardian Ad Litem Agency  
Northern Ireland Human Rights Commission  
Northern Ireland Lay Magistrates' Association

Northern Ireland Legal Services Commission  
Northern Ireland Office  
Northern Ireland Pakistani Cultural Association  
Northern Ireland Peers  
Northern Ireland Policing Board  
Office of the First Minister and Deputy First Minister  
Pakistani Community Association  
Police Service of Northern Ireland  
Polish Association Northern Ireland  
Progressive Unionist Party  
Public Prosecution Service  
Royal National Institute for Deaf People (Northern Ireland)  
Royal National Institute for the Blind (Northern Ireland)  
Shah Jalal Mosque Bangladeshi Islamic Community Centre  
Sinn Fein  
Social Democratic and Labour Party  
Television Licensing Enquiry Office  
Traditional Unionist Voice  
Ulster Unionist Party  
Victim Support  
Wah Hep Chinese Community Association  
Women's Aid Federation NI



For further information on the work of the Northern Ireland Court Service please contact

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