

Department of Justice (Northern Ireland)



**Public Authority Statutory Equality and Good Relations Duties
Annual Progress Report 2016-17**

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Documents published relating to our Equality Scheme can be found at: www.justice-ni.gov.uk

Signature:

This report has been prepared using a template circulated by the Equality Commission.

It presents our progress in fulfilling our statutory equality and good relations duties, and implementing Equality Scheme commitments and Disability Action Plans.

This report reflects progress made between April 2016 and March 2017

PART A – Section 75 of the Northern Ireland Act 1998 and Equality Scheme

Section 1: Equality and good relations outcomes, impacts and good practice

- 1** In 2016-17, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.

Modern Slavery and Human Trafficking Strategy

Section 12 of the Human Trafficking and Exploitation (Criminal Justice and Support for Victims) Act 2015 places a requirement on the Department of Justice (DOJ) to produce an annual strategy on offences under section 1 and 2 of the Act (slavery, servitude and forced or compulsory labour and human trafficking). A draft strategy was developed by the DOJ following extensive engagement (face to face meetings and written responses), both with civil society and statutory partners. In addition, a 10 week wider public consultation was carried to consult with other relevant organisations in developing the strategy. The Strategy was subject to equality screening. The Strategy is relevant to all potential victims of Modern Slavery, including Human Trafficking.

Witness Charter

The introduction of a Witness Charter was also a key recommendation in the Justice Committee's inquiry into the criminal justice services available to victims and witnesses of crime. It sets out the entitlements and services that witnesses of crime in Northern Ireland can expect to receive from a range of service providers.

A consultation was published in September 2016 and will be placed on a statutory footing later in 2017

The Witness Charter explains what to expect after reporting witnessing a crime, information that will be provided and what services are available when attending court and giving evidence. The Charter also provides information on what services and measures are available to support witnesses on their journey through the criminal justice system and where to obtain further information if needed. Versions have been made available in 6 other languages Latvian, Lithuanian, Polish, Portuguese, Romanian and Chinese.

Legal Services Agency NI

The role of the Legal Services Agency Northern Ireland (LSANI) is to facilitate the provision of publicly funded legal services to the people of Northern Ireland in compliance with the statutory Legal Aid Schemes. This is an important contributor to the delivery of access to justice which is a fundamental feature of a democratic society committed to the fair and equal treatment of all its citizens.

The Agency administers interpreting services upon request by a solicitor acting for a client, although the obligation is on the solicitor who has responsibility for the person who is seeking access to Legal Aid services. This interpreting service meets the needs for people for whom English is not their first language. LSANI regularly consults with Ethnic Minority Groups.

Children and Young People

The 10 year Strategy for Children and Young People in Northern Ireland published by the Department of Education highlighted the need for more meaningful consultation and engagement with children.

The Youth Justice Agency produced an innovative short film called 'No harm done?' aimed at educating young people on the impact peer pressure can have on the choices they make and the often unintended consequences of their actions and behaviours. It is thought-provoking and encourages opportunities for discussion amongst young people to increase their capacity to consider some of the issues they are facing and their impacts, not only to themselves, but also to others such as victims, peers, family and the community as a whole. The DVD will be used as a teaching resource in secondary schools, youth centres, and youth work training programmes.

The Department has made significant increase in the engagement with young people and has developed child friendly information available on the NI Courts and Tribunal Service Website. LSANI regularly liaises with representatives of Children and Young People and consultation with young people and their families is now an integral part of policy development.

Northern Ireland Prison Service working with Foreign National Prisoners

Efforts have been made in all prisons to improve satisfaction levels for foreign national prisoners. This includes regular meetings and Equality and Diversity forum groups. Committal information booklets have been translated into 17 languages and telephone interpretation services being provided.

Northern Ireland Court Service(NICTS)

NICTS successfully ran a pilot in the Crown Courts NICTS for the provision of Registered Intermediaries to all Magistrates' Courts which has been rolled-out to all youth and adult Magistrates' Courts from 3 April 2017. Registered Intermediaries are communication specialists who assist vulnerable victims, witnesses, suspects and defendants with

significant communication deficits to communicate their answers more effectively during police interview and when giving evidence at court (S75 groups - children and adults with a disability).

Problem Solving Justice aims to divert people away from offending behaviour but, where they do offend, offers them the appropriate targeted support and therapeutic interventions that they need to turn their lives around. As part of this Problem-Solving approach, NICTS is playing a leading role in the development of a Substance Misuse Court (SMC) which seeks to apply problem-solving techniques to complex problems. The objective of the SMC pilot is to establish a court aimed at reducing reoffending and substance misuse among participants and to facilitate their rehabilitation.

NICTS arrange interpreter services for court and tribunal users who do not have English as their first language. The main languages requested in 2016-17 were Polish, Lithuanian, Mandarin and Romanian. NICTS also has arrangements in place to allow for telephone interpretation across all court locations. During 2016-17 this was used on 13 occasions (19 occasions in 2015-16).

When a person is deemed incapable of managing his financial affairs because of mental disorder, the law, in particular, the **Mental Health (Northern Ireland) Order 1986**, permits the appointment of another person to take charge of these affairs. The Office of Care and Protection (OCP) is a section of the Family Division of the High Court and plays an important role in these matters. Work with partner organisations throughout the year has led to wider awareness of the OCP and the work it does.

OCP staff have participated in a number of stakeholder events including delivering presentations at various locations (Kilkeel, Newry and Lisburn) as part of the Alzheimer's Society Dementia Information Programme. OCP staff also delivered a number of information sessions to local solicitors associations – Omagh and District, Londonderry and Mid-Ulster and Belfast – as part of the Law Society's Continuing Professional Development Programme.

Special Educational Needs and Disability Tribunal (SENDIST)

SENDIST considers parents' appeals from the decisions of Education and Library Boards about children's special educational needs, where the parents cannot reach agreement with the Board. It also deals with claims of disability discrimination in relation to children at school. During 2016-17 there were 193 appeals received, an increase of 33% on the 145 received in the previous year.

Mental Health Review Tribunal (MHRT)

MHRT reviews the cases of patients who are compulsorily detained or are subject to guardianship under the Mental Health (Northern Ireland) Order 1986. MHRT's function is to provide mental health patients with a safeguard against unjustified detention in hospital or control under guardianship. During 2016-17 there were 297 applications and referrals, the same number as in 2015-16.

Northern Ireland Charity Tribunal (NICT)

NICT was established on 1 April 2010 to hear appeals from decisions made by the Charity Commission in respect of the registration of an organisation as a charity. During 2016-17

there was a decrease of 20% in appeals received to eight (2015-16: 10).

Care Tribunal

The Care Tribunal hears appeals from decisions prohibiting or restricting the employment of individuals teaching or working with children, working with vulnerable adults, or decisions concerning the registration of social workers. The Tribunal also hears appeals from decisions relating to the regulation of residential care homes, nursing homes, children's homes, nursing agencies and independent health care providers. During 2016-17 there was a 50% reduction in the number of appeals received compared to 2015-16 (three in 2016-17 compared to six in 2015-16).

Domestic violence

The Department reviewed the feedback arising from a public consultation on an offence of domestic abuse to capture coercive and controlling behaviour and the introduction of a domestic violence disclosure scheme in Northern Ireland. The consultation document which sought to meet the needs of interested groups was available on request in languages other than English and in a variety of formats to ensure equality of access and secure comments from all sections of the community.

A young person's consultation document and questionnaire was also published.

Work is ongoing to take forward these both initiatives and equality and diversity will be intrinsic to all associated policy considerations and decisions.

Consultation on the introduction of Statutory Registration Scheme

The Department held a targeted consultation on the introduction of a registration Scheme (the Scheme) for all providers of publicly funded legal services. In developing the proposals for the introduction of the Scheme the Department considered the impact on junior barristers and solicitors practices in rural areas and ensured that the fees to be paid for registration would not inhibit anyone from continuing to provide publicly funded work. The consultation document and impact assessments clearly noted the rationale adopted by the Department, the potential impacts and the mitigations proposed. The main objective of the scheme is to ensure publicly funded legal services provide an appropriate level and quality of service. There are no section 75 implications.

The Voluntary Community and Social Enterprise Sector Funding Model

The Department has reviewed its VCSE funding Model building in a co-design approach that will seek to secure justice services designed to have the greatest impact on those in greatest need. The Funding approach was equality screened and the Department concluded that the policy does not require an equality impact assessment. The Policy is concerned with promoting a more consistent approach to funding the sector and it will be the responsibility of Department's commissioners to ensure services to be commissioned have been subject to equality considerations.

The Policy is at an advanced stage of development and it awaits final approval by the Minister.

Diversity

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DOJ maintains a focus on external engagement with minority groups across Northern Ireland. A key vehicle for delivering this has been a DOJ presence at both Pride and Mela community festivals.

In 2016/17 DOJ partnered colleagues from PBNI, PPS, and NI Policing Board to create a one stop shop “justice corner”. This provided colleagues with the opportunity to engage directly with the public, presenting a coherent message on the work of the Department including Hate Crime, Human Trafficking and Support for Victims & Witnesses.

The DOJ Staff Engagement Forum sought response from staff via an online questionnaire on the Diversity awareness/branding. Comments received will have input to future actions and initiatives.

The DOJ Diversity Champion regularly attends a Cross-Departmental working group on Diversity

- 2** Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2016-17 (*or append the plan with progress/examples identified*).

In particular improved consultation with Children and Young people, better services for Foreign national prisoners and better support and access to NICTS for vulnerable people through the Registered Intermediaries scheme.

See update action plans for updated progress in each of the areas identified in the plan.

- In addition there have been 4 consultation exercises carried out in DOJ over the period of this report. The introduction of a Statutory Registration Scheme
- Consultation on a draft Witness charter
- Voluntary and community sector social enterprise sector funding model
- Draft Northern Ireland Human trafficking and modern slavery strategy 2016/17

- 3** Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2016-17 reporting period? (*tick one box only*)

Yes No (go to Q.4) Not applicable (go to Q.4)

Please provide any details and examples:

3.1 Human Trafficking Leaflets

A proportionally high percentage of victims and potential victims of human trafficking who have been recovered in Northern Ireland were foreign nationals and of a minority ethnic group. Human trafficking victim's information leaflets have now been translated into a total of twelve languages. Also the multi lingual "Visitor or Victim" leaflet and poster is now available in Bulgarian and Hungarian.

3.2 Foreign National Prisoners

There have been improved dialogue opportunities for foreign national prisoners including holding quarterly forums within the prison establishments. Committal information booklets have also now been translated into 17 languages.

- 3a** With regard to the change(s) made to policies, practices or procedures and/or service delivery areas, what **difference was made, or will be made, for individuals**, i.e. the impact on those according to Section 75 category?

Please provide any details and examples:

3a.1 The 10 Year Strategy for Children and Young People published by the Department of Education highlighted a requirement for more engagement and as a result consultation with children and young people is now an integral part of policy development within the Department. In addition to direct consultation with children, including taking the views of parents and families of those children who have experience of the justice system.

Key stakeholders across the statutory, voluntary and community sectors, particularly those Children's NGOs and rights-based organisations, are also consulted as standard when it comes to significant policy and legislative change which affect children and young people.

3a.2 There is evidence of an improved satisfaction level of foreign national prisoners following the introduction of regular meetings. There has also been a reduction in the number of adjudications and complaints.

3a.3 Various information including leaflets and procedural guidance is now available in many languages and formats with interpretation services available across the justice system.

3a.4 Child friendly leaflets about the Juvenile Justice Centre and services available to all young people who enter the centre. This will include a section on services available to young people with a disability.

3a.5 The purpose of the Witness Charter is to set out the entitlements and services that witnesses of criminal conduct in Northern Ireland can expect to receive from a range of service providers. The policy should be of benefit to all section 75 groups.

PART A

3a.6 With the introduction of the Statutory Registration Scheme for all providers of publically funded legal services in Northern Ireland legal services should be provided at the appropriate level of quality of service to their clients and public purse.

3a.7 There should be greater awareness of human trafficking and of support services available for potential victims amongst foreign nationals in Northern Ireland.

3b What aspect of the Equality Scheme prompted or led to the change(s)? *(tick all that apply)*

As a result of the organisation's screening of a policy *(please give details):*

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

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

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

The development of the format of information and make it more accessible to the public and particularly those of ethnic background is in line with the commitment within the DOJ Equality Scheme.

Other *(please specify and give details):*

Section 2: Progress on Equality Scheme commitments and action plans/measures

Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

4 Were the Section 75 statutory duties integrated within job descriptions during the 2016-17 reporting period? *(tick one box only)*

Yes, organisation wide

Yes, some departments/jobs

No, this is not an Equality Scheme commitment

No, this is scheduled for later in the Equality Scheme, or has already been done

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Not applicable

Please provide any details and examples:

5 Were the Section 75 statutory duties integrated within performance plans during the 2016-17 reporting period? *(tick one box only)*

Yes, organisation wide

Yes, some departments/jobs

No, this is not an Equality Scheme commitment

No, this is scheduled for later in the Equality Scheme, or has already been done

Not applicable

Please provide any details and examples:

5.1 Within NIPS a Diversity/Equal Opportunities Module is delivered within all core development programmes with delivery to new recruits, staff regrading to new posts, officers, senior officers and governors. In addition, administrative staff completed the NICS corporate e-learning package.

5.2 Section 75 statutory duties were integrated within performance plans dependent on business/ work areas and the roles of individuals. Business areas dealing with new/ existing policies consider the impact of Section 75 commitments during development or revision of policies.

6 In the 2016-17 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? *(tick all that apply)*

Yes, through the work to prepare or develop the new corporate plan

Yes, through organisation wide annual business planning

Yes, in some departments/jobs

No, these are already mainstreamed through the organisation's ongoing corporate plan

No, the organisation's planning cycle does not coincide with this 2013-14 report

Not applicable

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Please provide any details and examples:

The Department and respective business areas incorporate Section 75 statutory duties where applicable when setting their objectives. This is dependent on their business and whether it impacts on issues concerning equality.

Equality action plans/measures

7 Within the 2016-17 reporting period, please indicate the **number** of:

Actions completed: Actions ongoing: Actions to commence:

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

8 Please give details of changes or amendments made to the equality action plan/measures during the 2016-17 reporting period (*points not identified in an appended plan*):

9 In reviewing progress on the equality action plan/action measures during the 2016-17 reporting period, the following have been identified: (*tick all that apply*)

- Continuing action(s), to progress the next stage addressing the known inequality
- Action(s) to address the known inequality in a different way
- Action(s) to address newly identified inequalities/recently prioritised inequalities
- Measures to address a prioritised inequality have been completed

Arrangements for consulting (Model Equality Scheme Chapter 3)

10 Following the initial notification of consultations, a targeted approach was taken – and consultation with those for whom the issue was of particular relevance: (*tick one box only*)

- All the time Sometimes Never

11 Please provide any **details and examples of good practice** in consultation during the 2016-17 reporting period, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of

PART A

promoting good relations:

The consultation process used to seek views on the domestic abuse offence and domestic violence disclosure scheme (February to April 2016) included a series of face to face presentations to stakeholders on the proposed offence and disclosure scheme. Work is ongoing on these initiatives and will be subject to rescreening.

12 In the 2016-17 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

- Face to face meetings
- Focus groups
- Written documents with the opportunity to comment in writing
- Questionnaires
- Information/notification by email with an opportunity to opt in/out of the consultation
- Internet discussions
- Telephone consultations
- Other *(please specify)*:

Please provide any details or examples of the uptake of these methods of consultation in relation to the consultees' membership of particular Section 75 categories:

13 Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2016-17 reporting period? *(tick one box only)*

- Yes No Not applicable

Please provide any details and examples:

As above section 11

14 Was the consultation list reviewed during the 2016-17 reporting period? *(tick one box only)*

- Yes No Not applicable – no commitment to review

Arrangements for assessing and consulting on the likely impact of policies (Model Equality

Scheme Chapter 4)

General Consultations on DOJ Policies can be found at the URL below :-

www.justice-ni.gov.uk/consultations

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

3

16 Please provide the **number of assessments** that were consulted upon during 2016-17:

3	Policy consultations conducted with screening assessment presented.
1	Policy consultations conducted with an equality impact assessment (EQIA) presented.
	Consultations for an EQIA alone.

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

General consultations on DOJ policies can be found at the URL below:-

<https://www.justice-ni.gov.uk/consultations>

18 Were any screening decisions (or equivalent initial assessments of relevance) reviewed following concerns raised by consultees? (*tick one box only*)

Yes No concerns were raised No Not applicable

Please provide any details and examples:

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

19 Following decisions on a policy, were the results of any EQIAs published during the 2016-17

N/A

Staff Training (Model Equality Scheme Chapter 5)

- 24** Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2016-17, and the extent to which they met the training objectives in the Equality Scheme.

DOJ staff have access to a number of training products in the Equality and Diversity category developed by CAL for the NICS.

All of the e-learning products are open to staff these include Introduction to Equality Impact Assessments and Introduction to Section 75 designed for staff new to policy review or development.

The LSANI's Training Plan promotes training in Equality & Diversity and Public sector statutory duties.

- 25** Please provide any examples of relevant training shown to have worked well, in that participants have achieved the necessary skills and knowledge to achieve the stated objectives:

NICTS staff in Laganside and Antrim courts carried out Deaf Awareness training

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

- 26** Please list **any examples** of where monitoring during 2016-17, across all functions, has resulted in action and improvement in relation **to access to information and services**:

N/A

Complaints (Model Equality Scheme Chapter 8)

- 27** How many complaints **in relation to the Equality Scheme** have been received during 2016-17?

Insert number here:

0

Please provide any details of each complaint raised and outcome:

Section 3: Looking Forward

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

The DOJ Equality Scheme has been reviewed .

29 Are there areas of the Equality Scheme arrangements (screening/consultation/training) your organisation anticipates will be focused upon in the next reporting period? *(please provide details)*

DOJ will review its Equality and Disability Action Plans

30 In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next (2016-17) reporting period? *(please tick any that apply)*

- Employment
- Goods, facilities and services
- Legislative changes
- Organisational changes/ new functions
- Nothing specific, more of the same
- Other (please state):

Advice and guidance will be sought from ECNI in relation to the revision of the Equality & Disability Action Plans. The Department will also seek advice from ECNI on the revision of the DOJ Audit of Key Inequalities.

Request a presentation by ECNI "Public Sector Equality Duties" for key personnel within the department involved with policy.

PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans

1. Number of action measures for this reporting period that have been:

13

Fully achieved

17

Partially achieved

Not achieved

2. Please outline below details on all actions that have been fully achieved in the reporting period.

2 (a) Please highlight what **public life measures** have been achieved to encourage disabled people to participate in public life at National, Regional and Local levels:

Level	Public Life Action Measures	Outputs ⁱ	Outcomes / Impact ⁱⁱ
National ⁱⁱⁱ	The LSANI works jointly with the Department on the appointments to the Civil Legal Services Appeals panel.		
Regional ^{iv}	The LSANI works jointly with the Department on the appointments to the Civil Legal Services Appeals panel.		
Local ^v	LSANI Involvement in service		

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

	Training Action Measures	Outputs	Outcome / Impact
1	Training on equality legislation and awareness	A total of 4 completed the Introduction to section 75 training and Equality Impact assessment training	Increased awareness of departmental responsibilities.
2	Diversity Awareness	9 staff attended or carried out e-learning Diversity Now training and 2 completed the Unconscious Bias training. . 7 members of staff complete an Autism awareness course.	Increased awareness about equality and diversity related matters, including general issues on disability.
3	Recruitment and Selection Training	Staff who were nominated to attend as panel member's on a recruitment panel received recruitment and selection training. This included disability equality legislation and disability awareness.	Increased awareness about equality and diversity related matters, including general issues on disability, when conducting a recruitment campaign.

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

	Communications Action Measures	Outputs	Outcome / Impact

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1	<p>The DOJ Diversity Champion raises issues at Departmental Board level and represents the DOJ at the Diversity Champions Network (DCN) group meetings. Headed by Peter May, NICS Diversity Champion. There are representatives from all the NICS Departments.</p>	<p>A twelve month work programme was developed</p> <p>Departmental Diversity Champions have been asked to agree to the following:</p> <ul style="list-style-type: none"> • participate fully in developing ideas/workplan for the group as a whole; • sponsor a discussion at least once a year at Departmental Board on the issues faced/actions required; • sponsor at least one event a year in the Department on a diversity issue; and • tackle negative attitudes to diversity as and when required. 	<p>The Departmental Brief communications issues to all staff which includes diversity issues as appropriate.</p> <p>The Departmental Intranet is used to promote events and relevant articles.</p> <p>The Department participates in Belfast Pride and Mela festival.</p>
2			

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

	Encourage others Action	Outputs	Outcome / Impact
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	Measures		
1	The Office of Care and Protection (OCP)(NICTS) has participated with partner organisations to increase awareness of how people with mental issues who have difficulties in managing financial affairs.	Information events held in 4 locations across the province.	Increased awareness for local legal professions.
2			

2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
1			
2			

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

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	Action Measures partly achieved	Milestonesvi / Outputs	Outcomes/Impacts	Reasons not fully achieved
1				
2				

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

	Action Measures not met	Reasons
1		
2		

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

(a) Qualitative

Regular consultation with key stakeholders

(b) Quantitative

Collection of data and quarterly reporting of progress.

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6. As a result of monitoring progress against actions has your organisation either:

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes?

Please select

If yes please outline below:

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

7. Do you intend to make any further **revisions to your plan** in light of your organisation's annual review of the plan? If so, please outline proposed changes?

DOJ will be developing and up-dating a new Disability and Equality Action Plan during 2017/18

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ⁱ **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

ⁱⁱ **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

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

^{iv} **Regional**: Situations where people can influence policy decision making at a middle impact level

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

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