

Tourism Northern Ireland (Tourism NI)



Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2017-18

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Documents published relating to our Equality Scheme can be found at:

<https://tourismni.com/about-us/equality/>

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 1 April 2017 and 31 March 2018.

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 2017-18, 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.

Corporate Social Responsibility (CSR):

Tourism NI has come to the end of its partnership with Guide Dogs NI, having raised over £6,500 in the three and a half years that we have been associated with the charity. A puppy named 'Paddy' by Tourism NI staff is currently in training to become a guide dog.

Tourism Development Scheme (TDS):

Tourism NI provides funding support for tourism capital projects through the Tourism Development Scheme (TDS). Between 1 April 2017 and 31 March 2018, Tourism NI supported a wide range of tourism development scheme projects throughout Northern Ireland (**See Table 1 below**).

Tourism NI's Tourism Development Scheme (TDS) funded projects aim to promote equality of opportunity between all of the Section 75 Groups.

Tourism NI's Tourism Development Scheme (TDS) funded projects also aim to promote good relations between persons of different religious belief, political opinion or racial group (including all minority ethnic groups) all of whom can enjoy the benefits offered by the investment in our tourism infrastructure, tourist amenities, visitor attractions and visitor experiences equally.

Table 1: Tourism Development Scheme (TDS) Projects 2017/18:

Project:	Amount:
HMS Caroline	£2,050,894.46
Titanic Walkway	£348,123.19
Total:	£2,399,017.65

HMS Caroline:

HMS Caroline is the last survivor of the First World War British Grand Fleet and of the Battle of Jutland, the World's greatest naval battle, fought in 1916 (100 year anniversary in 2016). She is a vessel of national and international importance, an iconic ship and one of only 200 vessels listed in the National Historic Ships Register. She is considered by the National Museum of the Royal Navy (NMRN) to be second in importance only to HMS Victory. HMS Caroline opened to the public after an extensive restoration and development programme.

The restoration and renovation of the ship as a tourist attraction allows visitors access to experience the ship as well as allowing it to be operated as a venue for corporate and other functions.

Titanic Walkway:

The Titanic Walkway Project is a public realm project which both links and connects visitors to the Titanic Quarter with the tourism assets. This project involves the development of a walkway to facilitate the flow of visitors around TQ in a safe environment whilst enhancing the overall visitor experience of Belfast's Maritime Heritage beyond Titanic Belfast & Titanic Slipways. The walkway provides safe access for visitors from the Titanic Slipways, around the rear of Titanic Studios/ Paint Hall and finishing at the rear of the Science Park, adjacent to HMS Caroline.

The project creates a pedestrian route that is interesting and encompasses all the history and stories of the Titanic and Belfast's maritime heritage.

International Tourism Events Fund 2017/18:

Tourism NI's International Tourism Events Fund for 2017/18 supported 12 home grown international tourism events occurring between 1 April 2017 and 31 March 2018 (See Table 2 below).

Applications for funding were scored against 10 key criteria, which were selected for relevance to the delivery of the 'Events Strategic Vision to 2020'. One of the criteria is:

Criterion 10: Universal Accessibility

Section 75 of the Northern Ireland Act (1998) requires businesses (in the case of the events industry this may refer to event organisers) to pay due regard to the need to promote equality of opportunity for the following groups:

- *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 dependants and persons without.*

PART A

It is not sufficient to state that the venue where an event is taking place already complies with the requirements of Section 75 of the Northern Ireland Act (1998). Event organisers must provide a clear rationale as to how they comply. Event organisers must also consider promoting good relations between persons of different religious belief, political opinion and racial group.

All applicants are asked the following questions when applying for funding:

- *What facilities do you have in place to ensure your event is accessible to all under Section 75?*
- *How are you actively promoting your event to ensure it is accessible to all?*
- *Outline any opportunities your event has to better promote good relations between people of different religious beliefs/political opinion/racial group.*

Table 2: International Tourism Events Fund 2017/18:

Event:	Amount:
August Feile	£80,000
BBC Proms	£150,000
Belfast International Arts Festival	£150,000
Belfast Titanic Maritime Festival	£60,000
Cathedral Quarter Arts Festival	£70,000
Giro Gran Fondo	£120,000
Home of Saint Patrick	£99,140
Naismith Basketball Hall of Fame Belfast Classic	£230,000
North West 200	£70,000
Northern Ireland Open	£75,000
SuperCup NI	£50,000
Ulster Grand Prix	£67,000
Total:	£1,221,140

August Féile:

Féile an Phobail is based in West Belfast and provides a programme of arts, cultural and community-based activities throughout the year with its flagship festival, with the August Féile being the highlight of its calendar.

Féile an Phobail offer an increasing number of specialist festivals throughout the year; Draíocht, an arts festival for children and young people takes over the Halloween festivities and Féile an Earraigh that celebrates Irish and Celtic art and culture, music and language which takes place in Spring.

BBC Proms:

The BBC Proms is a classical music festival held every summer at the Royal Albert Hall in London, and in recent years has explored new venue spaces through additional Proms in the Park events across the UK on the Last Night of the Proms, and associated educational and children's series of events. Its aim; to bring the best in classical music to the widest possible audience, which remains true to founder-conductor Henry Wood's original vision in 1895. The festival includes an 8-week stretch of concerts, workshops, talks and family events.

Belfast International Arts Festival:

Belfast International Arts Festival, formerly known as Belfast Festival at Queen's, is the city's longest running international arts event.

The event covers theatre, dance, classical and roots music, visual, film and digital arts and literature accompanied by outreach and education events. It takes place every October in venues and locations across Belfast.

The mission of Belfast International Arts Festival is to be the preeminent, progressive international arts event within Northern Ireland, actively engaging both global and local communities in the richness and diversity of contemporary arts practice.

Belfast Titanic Maritime Festival:

The Belfast Titanic Maritime Festival is a weekend full of maritime-themed activities. The annual event features Tall Ships, Naval vessels, street theatre, live music, arts and crafts, face painting, displays and other family-friendly activities.

Cathedral Quarter Arts Festival:

The Cathedral Quarter Arts Festival (CQAF) is an annual festival of music, comedy, theatre, art and literature that takes place in Belfast, Northern Ireland. Regarded these days for its socially inclusive agenda and its eclectic programming blend of "big names", emerging acts and fringe performances, The Cathedral Quarter Arts Festival began life in May 2000 attracting an audience of just over 5,000. The Festival now regularly attracts well over 60,000 people to over 100 events in Belfast's city centre.

Founded in 1999, the Cathedral Quarter Arts Festival has quickly established itself as one of the most vibrant and dynamic arts festivals on these islands with a broad-ranging programme that focuses on younger, less mainstream and less traditional arts attendees as well as music, comedy and literature fans from right across the social spectrum.

Based in the city's Cathedral Quarter, the Festival uses centrally located, accessible and often-unorthodox venues to present events and performances in a way that is

social, celebratory and enjoyable. The Festival has a strong commitment to providing a platform for local artists and arts organisations.

Giro Gran Fondo:

Gran Fondo Giro d'Italia Northern Ireland is part of a global series of mass participation, sportive cycling events with a Giro d'Italia theme.

Home of St. Patrick Festival:

Armagh is at the heart of celebrating the life of Saint Patrick and the 'Home Of Saint Patrick Festival' promises a lively and varied showcase of the best culture, music, song and dance.

The festival provides an unrivalled mix of regional and international music, theatre, spoken word, art and comedy, highlighting the locations where St Patrick walked and worked.

Naismith Basketball Hall of Fame Belfast Classic:

The Basketball Hall of Fame Belfast Classic was set up to raise awareness of the Sport Changes Life Foundation (SCLF). Established in 2007, Sport Changes Life is dedicated to raising the aspirations of young people using sporting excellence, academic achievement and personal development. SCLF achieves this through its flagship Victory Scholar Program that brings graduate student athletes from the US to Northern Ireland and Ireland to deliver a number of youth engagement programs with young people at risk.

The primary goal of the Sport Changes Life Foundation is to provide an opportunity for raising the aspiration of young people on both sides of the Atlantic so that they can live out their dreams and guide them as sport changes their lives. SCL works in disadvantaged communities to help young people find a path to a brighter future with the help of our international student-athletes, the Victory Scholars. In February 2016, SCL formally partnered with Rory McIlroy charity the Rory Foundation, as both foundations strive together to help change the lives of young people on the island of Ireland and beyond.

North West 200:

The Vauxhall International North West 200 is Ireland's largest outdoor sporting event. In 1964, the North West 200 event was handed over to the Coleraine & District Motor Club, which continues to run the event today. In 2007, around two million people logged on from nearly every part of the world to watch what has become Ireland's largest sporting event and one of the world's fastest road races.

Northern Ireland Open:

The Northern Ireland Open is Northern Ireland's homegrown national annual professional golf tournament and has been on the European Challenge Tour schedule since 2013. Prior to 2013, the NI Open featured on the PGA Europro Tour (2010-2012).

Since its inception as a European Tour Group event, the NI Open has been the European Challenge Tour's standout tournament with record crowds growing year on year. In 2017, over 43,000 visitors attended and the event created and enjoyed the innovative 'Shootout Sunday' format, won by Frenchman Robin Sciot-Siegrist.

SuperCup NI:

SuperCupNI, formerly known as the Northern Ireland Youth Soccer Tournament and the Dale Farm Milk Cup, is an annual international youth football tournament. The cup matches are mainly played in the North Coast area, taking place in the towns of Portrush, Portstewart, Castlerock, Limavady, Coleraine, Ballymoney, Ballymena and Broughshane.

Ulster Grand Prix:

The Ulster Grand Prix is a motorcycle race that takes place on the 7.3 mile Dundrod Circuit made up entirely of closed-off public roads near Belfast. The first races took place in 1922 and in 1935 and 1948 the Fédération Internationale de Motocyclisme gave it the title Grand Prix d'Europe.

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2017-18 (*or append the plan with progress/examples identified*).

WorldHost® Customer Service Programme:

WorldHost® Customers with Disabilities:

The WorldHost® ‘Customers with Disabilities’ Programme gives customer service providers the knowledge and confidence to cater for disabled customers’ needs sensitively and effectively.

In 2017/18, 95 tourism industry delegates successfully achieved the required standard in the WorldHost® ‘Customers with Disabilities’ Programme.

In addition, 28 Tourism Northern Ireland staff successfully achieved the required standard in the WorldHost® ‘Customers with Disabilities’ Programme.

WorldHost® Service Across Cultures:

The WorldHost® ‘Service Across Cultures’ Programme will increase customer service provider’s awareness of other cultures and give them practical skills and advice to help them communicate effectively with visitors or clients from overseas. The Programme gives customer service providers tips and techniques that will help them overcome language barriers and cultural differences, so they can provide a great service for every single one of our visitors.

In 2017/18, 75 tourism industry delegates successfully achieved the required standard in the WorldHost® ‘Service Across Cultures’ Programme.

PART A

3 Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2017-18 reporting period? *(tick one box only)*

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

Please provide any details and examples:

Not applicable.

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:

Not applicable.

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):*

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 2017-18 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:

Not applicable.

- 5 Were the Section 75 statutory duties integrated within performance plans during the 2017-18 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:

Not applicable.

In the 2017-18 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

PART A

- No, these are already mainstreamed through the organisation's ongoing corporate plan
- No, the organisation's planning cycle does not coincide with this 2017-18 report
- Not applicable

Please provide any details and examples:

Not applicable.

Equality action plans/measures

7 Within the 2017-18 reporting period, please indicate the **number** of:

Actions completed:

6

Actions ongoing:

20

Actions to commence:

2

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

Not applicable.

8 Please give details of changes or amendments made to the equality action plan/measures during the 2017-18 reporting period (*points not identified in an appended plan*):

Not applicable.

9 In reviewing progress on the equality action plan/action measures during the 2017-18 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

PART A

- 11** Please provide any **details and examples of good practice** in consultation during the 2017-18 reporting period, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

Not applicable.

- 12** In the 2017-18 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*): Not applicable.

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:

- Persons with a disability and persons without.

- 13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2017-18 reporting period? (*tick one box only*)

- Yes No Not applicable

Please provide any details and examples:

Not applicable.

- 14** Was the consultation list reviewed during the 2017-18 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)

<https://tourismni.com/about-us/equality-scheme/>

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

0

16 Please provide the **number of assessments** that were consulted upon during 2017-18:

0	Policy consultations conducted with screening assessment presented.
0	Policy consultations conducted with an equality impact assessment (EQIA) presented.
0	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:

Not applicable.

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:

Not Applicable.

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 2017-18 reporting period? (*tick one box only*)

Yes No Not applicable

Please provide any details and examples:

Not applicable.

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

20 From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2017-18 reporting period? *(tick one box only)*

- Yes No, already taken place
 No, scheduled to take place at a later date Not applicable

Please provide any details:

Review of accessibility of consumer website www.discovernorthernireland.com

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

- Yes No Not applicable

Please provide any details and examples:

Not applicable.

22 Please provide any details or examples of where the monitoring of policies, during the 2017-18 reporting period, has shown changes to differential/adverse impacts previously assessed:

Not applicable.

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

Not applicable.

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 2017-18, and the extent to which they met the training objectives in the Equality Scheme.

Disability Awareness Training:

11 Tourism Northern Ireland staff attended this employee-training programme.

WorldHost® Customers with Disabilities:

28 Tourism Northern Ireland staff successfully achieved the required standard in the above WorldHost® programme.

- 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:

Not applicable.

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

- 26 Please list **any examples** of where monitoring during 2017-18, across all functions, has resulted in action and improvement in relation **to access to information and services**:

Not applicable.

Complaints (Model Equality Scheme Chapter 8)

- 27 How many complaints **in relation to the Equality Scheme** have been received during 2017-18?

Insert number here:

0

Please provide any details of each complaint raised and outcome:

Not applicable.

Section 3: Looking Forward

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

31 December 2023

- 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*)

- Screening (Equality Impact Assessment Training for All Directors and Managers);

PART A

- Consultation (As above); and
- Training (Disability Awareness and An introduction to the Section 75 duties for all staff).

30 In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next (2017-18) 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):

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:

1

Fully achieved

1

Partially achieved

1

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:	Outputsⁱ:	Outcomes / Impactⁱⁱ:
National ⁱⁱⁱ	Not applicable	Not applicable	Not applicable
Regional ^{iv}	Not applicable	Not applicable	Not applicable
Local ^v	Not applicable	Not applicable	Not applicable

PART B

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

	Training Action Measures:	Outputs:	Outcome / Impact:
1	Equality and Diversity training will continue to be provided for all staff on induction.	Training will be made available four times a year for staff.	35 Tourism NI staff inducted in 2017/18. The disability training has focused on increasing staff awareness of disability issues including the disability duties.
2	More specific and / or technical training on screening and impact assessment will be made available to our office holders and managers.	All staff promoted to EO2 and above will receive specialist training.	28 Tourism NI staff successfully achieved the required standard in the WorldHost® 'Customers with Disabilities' Programme. The aim of this training has been to promote positive attitudes towards disabled people. In particular, Tourism NI has focused training on 'Front Line' staff as they are the most likely to engage directly with the public.

PART B

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

	Communications Action Measures:	Outputs:	Outcome / Impact:
1	Not applicable.	Not applicable.	Not applicable.
2	Not applicable.	Not applicable.	Not applicable.
	Not applicable.	Not applicable.	Not applicable.

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

	Encourage others Action Measures:	Outputs:	Outcome / Impact:
1	Tourism NI will promote and support Welcome Host customer service training programme. This is a new training programme open to the industry and contains a ‘Customers with Disabilities’ module.	The tourism industry will be able to nominate delegates to attend the training course. Tourism NI will co-ordinate training as required.	104 delegates participated in the WorldHost® ‘Customers with Disabilities’ programme. 95 delegates successfully achieved the required standard in the above WorldHost® programme.

PART B

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	Not applicable.	Not applicable.	Not applicable.
2	Not applicable.	Not applicable.	Not applicable.
	Not applicable.	Not applicable.	Not applicable.

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

	Action Measures partly achieved:	Milestonesvi / Outputs:	Outcomes/Impacts:	Reasons not fully achieved:
1	More specific and / or technical training on screening and impact assessment will be made available to our office holders and managers.	All staff promoted to EO2 and above will receive specialist training	Specialist training will take place within 3 months of promotion.	Action Measure Senior Responsible Owner and Manager changes within the reporting period.

PART B

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

	Action Measures not met	Reasons
1	ECNI will take forward the work involved in providing a mechanism to provide information / advice on accessible accommodation to the sector. Tourism NI will ensure the toolkit is promoted to the sector and host it on our website.	The reference to the Equality Commission is inappropriate. ECNI has advised that the Commission is not an expert in this field.

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
Not applicable.
- (b) Quantitative
Not applicable.

PART B

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?

No

If yes, please outline below:

	Revised/Additional Action Measures:	Performance Indicator:	Timescale:
1	Not applicable.	Not applicable.	Not applicable.
2	Not applicable.	Not applicable.	Not applicable.
3	Not applicable.	Not applicable.	Not applicable.
4	Not applicable.	Not applicable.	Not applicable.
5	Not applicable.	Not applicable.	Not applicable.

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?

A new Tourism NI Disability Action Plan (2018 – 2023) was approved by the Tourism NI Board on Thursday 7th June 2018.

PART B

- 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.