

Appendix A – Action Plan

Key Outcome	Actions Required	Performance Measures	Target Date	Lead Officer
E1	Update of internal equalities page for staff	Minerva equalities page updated	June 2021	Corporate Governance Officer
E2	Update of external equalities webpage	Website equalities page updated	June 2021	Corporate Governance Officer
E3	Update of Equalities Statement	Equalities Statement published on website	July 2021	Corporate Governance Officer
E4	Awareness raising of equalities for all staff through Learning Platform	100% of staff achieved	September 2021	Corporate Governance Officer
E5	Raise awareness of internal equalities page through use of Minerva and staff TVs	Information available to through different sources for all staff	September 2021	Corporate Governance Officer
E6	Equality Impact Assessment Training for all Team Leaders through Learning Platform	100% of team leaders achieved	December 2021	Corporate Governance Officer