

Equality Action Plan 2020/21

Scheme Paragraph	Measure	Lead responsibility	Timetable
2.5	Reflect Section 75 objectives and targets in Corporate and Business Unit Plans	People Partner Directors, Business Managers	Annually – beginning April
2.6	Include Section 75 duties and implementation of equality scheme in job descriptions and performance review.	People Partner/Shared Services Team	Ongoing
2.7	Section 75 Annual Progress Report	People Partner	Annually (31 August)
2.10	Equality Team meetings	People Partner	Quarterly
2.18	Finalised Action Plan published	Chair of Equality Forum/Chief Executive	September/ October
3.4	Consultation list reviewed and updated	People Partner Equality Forum	September (annually)
4.4	Develop screening timetable	People Partner	August
4.15	Quarterly publication of screening reports	People Partner	Quarterly commencing April
4.16	Develop EQIA timetable	People Partner	September
4.31 & 4.33	Annual review of monitoring information	People Partner,	Annually
	Publication of monitoring information	People Partner	Progress report by 31 August and annually
5.3	Development of detailed training programme	People Partner	Within 3 months of scheme approval
5.4	Development of summary scheme	People Partner	Within three months of scheme approval
5.4	Source/review/organise update training	People Partner	Annually
5.6	Evaluation of training	People Partner in conjunction with L&D	Annually
6.9	Assess access to information and services	People Partner Equality Forum	Annually
9.3	Communication of Equality Scheme	People Partner	On-going

		Chair of Equality Forum	
10.1	Review of Equality Scheme	Equality Forum/People Partner	Every 5 years