

Equality Action Plan 2022/23

	Outcome	Action	Measure	Lead	Timeframe
1	CCEA are fully compliant with necessary equality legislation.	To undertake a review of existing Action Plan. Identify enhancements to current planned activities. Develop TOR for Equality Audit/undertake audit. Devise a 3 year action plan Action Plan 2023-26	Review undertaken Action Plan signed off by ET	Equality officer/Equality Forum Equality officer/Equality Forum	End December 2022 End December 2022 April 2023
2	Section 75 and CCEA's obligations as a public authority are embedded within CCEA's objectives and practice	Reflect Section 75 obligations in CCEA Corporate and Business Unit Plans and relevant policies.	Corporate & Business plans	Equality Officer, Directors, Business Managers	Annually –April
3	Section 75 and CCEA's obligations as a public authority are understood and practiced/applied by all staff as appropriate.	Include Section 75 duties and implementation of equality scheme in job descriptions and performance review objectives	Job Descriptions & Performance Reviews	Equality Officer/HR/Managers	Ongoing

4	Equality Forum: Supports CCEA in its obligations in fulfilling its statutory equality and good relations duties. CCEA incorporate equality into its core objectives. The Forum enables employee engagement on equality matters.	<ul style="list-style-type: none"> • Establish Equality Forum • Agree Terms of Reference • Undertake duties as set out in Terms of Reference • Equality Forum meetings-meet at least 3 times per year 	Established Agreed Review Meetings held	Equality Officer/Chair of Forum	Quarterly
5	Up to date consultation list to ensure robust equality impact screening exercises	Consultation list for equality and impartiality reviewed and updated	Review undertaken	Equality officer/Equality Forum	September (annually)
6	Better awareness and understanding for staff to ensure understanding and compliance in relation to section 75 categories	<ul style="list-style-type: none"> • Development of training programme for staff • Analysis of evaluation to assess impact/value 	Training Plan in place Evaluation completed	Equality Officer in conjunction with L&D	Annually Annually (end June each year)
7	Provision of good customer service to meet obligations	Review access to information and services	Assessment undertaken/	Equality Officer/Equality Forum	2023

			Analysis of complaints		
8	Ensure CCEA fulfil obligations as Public Authority to ensure compliance	<ul style="list-style-type: none"> • Enhance, refresh, finalise and publish Action Plan • Review of Equality Scheme • • Communication of Equality Scheme to staff/public • Develop screening timetable • Annual review of monitoring information to ensure a more streamlined version of the report 	<p>Completed</p> <p>Undertaken</p> <p>Published on CCEA website</p> <p>Timetable completed/ensure robust screenings are undertaken</p> <p>Report completed and sent to Equality Commission</p>	<p>Equality Officer/ET</p> <p>Equality Officer</p> <p>Equality Officer</p> <p>Equality Officer/Chair of Forum</p> <p>Equality Officer</p>	<p>End January 2023</p> <p>Every 5 years</p> <p>Ongoing</p> <p>Annually (Apr)</p> <p>Annually (May)</p>

		<ul style="list-style-type: none"> • Quarterly publication of screening reports • Section 75 Annual Progress Report 	Reports on Website	<p>Equality Officer</p> <p>Equality Officer</p>	<p>Quarterly commencing April</p> <p>Annually (31 August)</p>
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