

<u>Objective</u>	<u>Action</u>	<u>Responsible Person</u>	<u>Deadline/Date</u>
Advice team of their responsibility to the Cross Cutting Themes	Discussion of the Programme CCT's at induction of SIF Team	Council of the Isles of Scilly Human Resources team and Equal Opportunities Officer	Team Induction Day(s)
Raise awareness of equality and diversity requirements of the Convergence Programme and the Council	Provide each member of the SIF team with a copy of the Council's Equal Opportunity Policy and a copy of the Convergence OP and direct them to the correct areas of the document	Equal Opportunities Officer & SIF Manager	Within 2 weeks of SIF Team being established
Upskill the SIF team members to be able to deal with equality issues	Provide SIF team members with appropriate equality training	Chief Planning and Development Officer	Within 8 weeks of SIF Team being established
SIF projects equal opportunities proofed	Establish a methodology for evaluating SIF projects and investigate opportunities to integrate equal opportunities prioritise within all projects being brought forward in the Strategic Investment Framework	SIF Manager	Methodology established within 12 weeks of SIF Team appointment. Individual projects as they come forward
Dissemination of information to project partners and stakeholders	Guidance developed by SIF team to be distributed to all project partners and stakeholders when projects begin development	SIF Officer	Guidance Developed within 15 weeks of SIF Team appointments
Team to stay abreast of current equality best practice	Team to work closely with Equality Cross Cutting Theme Manager to maintain high standards throughout programme. Refresher courses for staff every 2 years.	SIF Officer	As Appropriate