Ref	Description of Action	Rationale	Responsibility	Timeframe & milestones	Success Criteria and Outcome
1	**Data – Quantitative and Qualitative**				
1.1	Repeat College Staff Survey	Continuing to gather staff opinions and experience.	Joe Cooper, Head of Operational Partners and Transformation, HR	2016, begin preparation work on survey questions Feb 2017, Survey open April 2017, results of Survey shared in College	Maintain at least 60% response rate from 2014 Survey Improvement in results (see other Actions)
1.2	Repeat College Athena SWAN Focus Groups, and online questionnaire	Success of 2015 focus groups and questionnaire, which complemented 2014 Staff Survey data	Dot Griffiths, Provost's Envoy	2018-19	Increase participation from 2015 baseline: 134 staff attended focus groups 366 completed questionnaires
1.3	Improve our understanding of L&T family data. Conduct focus groups to understand why more women than men are attracted to these roles	Analysis of data since L&T Job Family was created	Dot Griffiths, Provost's Envoy	2017-18	Make recommendations, as appropriate to AGSC
1.4	Further investigation of FoNS data to identify particular issues regarding gap between research levels and Lecturer female percentages	Self-assessment process	Tom Welton, Dean of FoNS	2016-17	Identification of issues and actions to address them
1.5	Continue monitoring intersectionality data. Consider data at Faculty-level, and nationality (UK vs Overseas Staff)	Expansion of Athena SWAN	EDIC	Ongoing	Data benchmarked against ECU Statistical Reports for UK HEI, to better understand Imperial situation

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1	**Data – Quantitative and Qualitative**				
1.6	Increase declaration rates across all protected characteristics. Annual reminder email asking staff to complete personal details. Explanation at equality training courses of importance of such data	Ethnicity data analysis Gender identity question added to College information system ICIS 2014	EDIC and HR	Ongoing	Reduce percentage of Unknowns by 10% 2015 baseline for gender identity: 31% responded; 69% Unknown 2015 baseline for ethnicity: Academic; 6% Unknown Research; 12% Unknown L&T; 11% Unknown PTO; 9% Unknown
1.7	Leaving interviews with female academics	To further investigate why we are losing more women than men below professorial level	Dot Griffiths, Provost's Envoy	2017-18	Male and female turnover at similar rates (Section 4.1.iv)
1.8	FoM to investigate why Technical Services FT women are more likely to be on Fixed-Term contracts than their male peers	Self-assessment	Gavin Screaton, Dean of FoM	2016-17	Better understanding of data and identification of any issues, with actions to address them
1.9	Understand PTO turnover and destinations data better: separate promotion vs turnover data	Self-assessment, poor existing data on destinations	HR	2018-19	Separate internal moves from leavers data. Actions regarding preventable turnover
1.10	Letter to Russell Group about findings from our Research Funding and Diversity Taskforce and its implications to encourage other peer institutions to conducts similar analyses Continue to work with the Research Councils	Taskforce established in response to BBSRC letter	Nick Jennings, Vice-Provost (Research)	Ongoing June 2015, Imperial paper on agenda for Russell Group PVC meeting	Initiate cross-group study of diversity success rates

Ref	Description of Action	Rationale	Responsibility	Timeframe & milestones	Success Criteria and Outcome
1	**Data – Quantitative and Qualitative**				
1.11	Further investigate BME grant success rates and identify actions to support BME applicants	Research Funding and Diversity Taskforce found significant differences between BME vs white ethnic groups	Vice Provost's Advisory Group for Research	Ongoing	Identify actions to support BME applicants Ultimately improved success rates for BME staff
1.12	Analyse PTO recruitment data. Explore whether perception (external hires take preference over internal promotion/ progression) is myth or reality	2015 FG/Q , some PTO staff believe that external hires sometimes take preference over internal promotion/progression	Kim Everitt, Deputy Director, HR	2017-18	Analysis to confirm or disprove staff perception, with appropriate action depending on outcome Case studies of success internal promotions
1.13	Understand PTO maternity leave data better. Investigate if flexible working is an issue affecting staff	Self-assessment of data. Numbers are low, but return rates show potential issue for Technical Services	HR	2017-18	Better understanding of data and identification of any issues, with actions to address them

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2	**Progressing Athena SWAN**				
2.1	Facilitate turnover of College SAT membership	Natural turnover and rotation of roles and responsibilities	Dot Griffiths, Chair of SAT	Start of each academic year	New members brought onto SAT. c20% turnover of members
2.2	Explore viability of rolling out Athena internally as a framework for some central PTO Departments

Continue discussions with ECU directly, and with other universities through our regional network | Expansion of Athena to PTO staff – but PTO Departments cannot apply for awards | Rob Bell, Athena Coordinator

Dot Griffiths, Provost's Envoy | 2018-19 | Pilot scheme with one or two PTO Departments |
| 2.3 | All Departments to hold Athena awards. 4 Departments remaining: Business School Civil and Environmental Engineering Electrical Engineering Design Engineering

CEP and Mechanical Engineering to reapply at date to be decided

College will support through Provost's Envoy and Athena Coordinator | College policy that all Departments must hold Athena award | Dot Griffiths, Provost's Envoy Rob Bell, Athena Coordinator

Department leads | April 2016: Business School application

Nov 2016: Civil and Environmental and Electrical Engineering applications

2017-18: Design Engineering, new Department, application earliest possibility | 100% Departments hold awards

Bronze awards being upgraded into Silver when/before renewal due |

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3	**Recruitment and New Starters**				
3.1	Continue to encourage all Departments to use open adverts wherever possible for academic recruitment Develop exemplar of open advert good practice, to help Departments write adverts	Two thirds of academic staff recruitment already through open calls 2015 FG/Q suggested not always clear how best to write such adverts	Kim Everitt, Deputy Director, HR	2016-17	Increased use of open calls for academic posts (two thirds currently). We recognise that sometimes Departments will want staff with very specific expertise
3.2	Implement of a new eRecruitment system, which meets Athena requirements	Departments work on Athena revealing limitations of existing system	HR and Operational Excellence Project	Proposed introduction of new system currently 2017-18	Comprehensive data available on applications, shortlisting and appointments
3.3	Implement the 'Know Your Pool Strategy' for all academic posts. Compare the pool of potential applications to actual percentage of applicants	Need to increase the number of suitably qualified women applying for academic posts	HoDs College Consuls	2016-17 onwards	Our recruitment reflects the pool (which will vary by discipline)
3.4	Continue and expand unconscious bias training. Each Faculty is coordinating training, targeted at specific groups, i.e. College leaders, staff involved in recruitment and selection	Academic Diversity Task Force report	Senior HR Manager in each Faculty Support from EDIC	Ongoing Regular sessions are already part of EDIC annual calendar of training	100% of decision-makers trained in unconscious bias
3.5	Reminder about unconscious bias and potential gendered language to be routinely included in all HR material relating to recruitment, probation, promotion, and appraisal	Discussions in College on how to take step beyond awareness training and actually counter unconscious bias in practice	Kim Everitt, Deputy Director, HR Kani Kamara, Equality and Diversity Manager, EDIC Audited by College Consuls	2016-17	Embedded as standard documentation

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3	**Recruitment and New Starters**				
3.6	Strap line about flexible working to be added to all job ads	2015 FG/Q, flexible working opportunities should be clear to applicants	Louise Lindsay, Director of HR	2016-17	On all adverts
3.7	Introduce an annual 'Transition to Lectureship' Workshop for new Lecturers	2015 FG/Q data, step up to lectureship from research-based post can be challenging	Dot Griffiths, Provost's Envoy Nigel Gooderham, Assistant Provost (Academic Promotions)	2016-17	Workshops run annually: satisfaction scores 4/5
3.8	FoNS to facilitate access to the Welcome Office for junior academics at Silwood Park campus	2015 FG/Q , junior academics would appreciate better access	Tom Welton, Dean of FoNS HoD Life Sciences Hailey Smith, Welcome Office Manager	2017-18	Welcome Office available at Silwood Park. Increased satisfaction for new academics, measured through Athena Focus Groups and Questionnaire 2018
3.9	All Departments to develop tailored Induction/Welcome Pack for postdocs	2015 FG/Q, variable levels of induction for postdocs across College	Department Postdoc Champions PDC	2017-18	Improved reports from postdocs in Athena Focus Groups and Questionnaire 2018
3.10	Academic Advisers identified on appointment form	2015 review. Improve Academic Adviser effectiveness	HoD and HR	2016-17	100% of all new posts to have Academic Adviser identified on appointment form
3.11	Establish annual workshop to brief new Advisers on their role	2015 review found that Advisers and Advisees not always sure what was expected of an Adviser	Dot Griffiths, Provost's Envoy	2016-17	2019 review of Academic Adviser effectiveness

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4	**Promotions**				
4.1	Continue to monitor the number of women being promoted to Senior Lecturer Compare the time in grade ('academic age') of female/male Senior Lecturer applicants	Between 2012 and 2014 fewer women than men applied for promotion to Senior Lecturer than expected	Nigel Gooderham, Assistant Provost (Academic Promotions)	Annually	Proportion applying for promotion should reflect pool of Lecturers, approximately 29%
4.2	Continue annual reminder of College policy (all eligible staff considered for promotion) and factors that may differentially affect female and male staff (sent to Faculty Deans and HoDs). Deans to remind HoDs of policies and to note any changes of practice year on year	Provost's Envoy's interviews with professors	Dot Griffiths, Provost's Envoy Faculty Deans responsible for each of their Departments	Reminders in advance of the start of the annual promotion round	Improvement in College Staff Survey results in confidence and transparency of academic promotions
4.3	All College academic promotions panels to be diverse and have recent unconscious bias training	2014 Staff Survey, concerns with fairness and consistency of promotion process	Nigel Gooderham, Assistant Provost (Academic Promotions)	Ongoing	100% of panels trained by 2018
4.4	Simplify promotions paperwork and guidance. Ensure no gender-biased wording	2014 Staff Survey, concerns with fairness and consistency of promotion process	Nigel Gooderham, Assistant Provost (Academic Promotions)	2017-18	2020 Staff Survey: improved scores from 2017 Survey
4.5	Establish new workshop for postdocs about Job Level Review process	2015 FG/Q data, postdocs do not understand the process	Liz Elvidge, Head, PDC, and HR	2016-17	Positive feedback from workshop 2018 Athena Focus Groups show increased awareness / understanding of process

Ref	Description of Action	Rationale	Responsibility	Timeframe & milestones	Success Criteria and Outcome
4	**Promotions**				
4.6	Introduce an annual briefing about the Job Level Review process for PTO staff	2014 Staff Survey and 2015 FG/Q data, PTO staff hesitate to apply and not sure of process	Kim Everitt, Deputy Director, HR	2017-18	Positive feedback from annual briefing 2020 Staff Survey reports improvement on promotion transparency and fairness
4.7	Review Job Level Review Process	2014 Staff Survey and 2015 FG/Q, PTO staff concerned over fairness and transparency	Kim Everitt, Deputy Director, HR	2018-19	2020 Staff Survey as above Positive feedback from managers and staff that any new process is fit for purpose
4.8	Enhance awareness of progression opportunities for PTO staff: Create skills profiles for a range of indicative PTO posts Provide pen portraits of successful moves Publicise cross-College opportunities and support for such moves more widely	2015 FG/Q, information about moving across College not always available and moves perceived as difficult	LDC, Lindsay Comalie, Learning and Development Consultant, and Judy Barnett, Talent Development Manager New Staff Engagement post, Comms	2017-18	2018 Athena Focus Groups report more awareness and satisfaction regarding cross-College moves

Ref	Description of Action	Rationale	Responsibility	Timeframe & milestones	Success Criteria and Outcome
5	**Career Development**				
5.1	Review early stages of the clinical academic career. See if/how Imperial, as an institution, can support staff, and act as an advocate for change nationally	National issue for clinical academics. Simultaneously completing medical training, completing MD/PhD, winning a Fellowship, and family life	Gavin Screaton, Dean, FoM Dot Griffiths, Provost's Envoy	2017-18	Identify effective support mechanisms within Imperial's control
5.2	Increase the diversity of applications for external Fellowships. Encourage all Fellowship applicants to seek the support of PDC to improve their success rate	2015 FG/Q and PDC feedback suggests we should do more to encourage our women and BME postdocs to apply	Research Office PDC	2016-17	Establish baseline. Increase female and BME applications for external Fellowships
5.3	Improve PRDP completion rates across College, enabled by new self-service system	Redesign of PRDP in 2015, in response to 2014 Staff Survey	HoDs, Line managers, PIs	The PRDP working group to report progress to Provost's Board in late 2016 New self-service system launch in 2017	Aiming for 90% completion rate across the College (recognising illness, turnover, new starters, etc.)
5.4	Pilot project to improve quality of PRDP. If successful roll out to the rest of College	Redesign of PRDP in 2015, in response to 2014 Staff Survey	LDC and NHLI (department has 100% PRDP completion)	2016-17	Successful pilot, with actions then rolled out to rest of College
5.5	Introduce Faculty-level 'CV Clinics' with senior staff who are not members of the College Promotions Panel	2015 FG/Q, some staff, primarily women, would like opportunity to discuss their CV with senior staff outside their Department	Nigel Gooderham, Assistant Provost (Academic Promotions) and Faculty Deans	2017-18	Clinics offered annually in all Faculties. Satisfaction survey of CV Clinic users to show positive feedback
5.6	All postdocs to be offered mentors by their Departments	Follows successful pilot by FoE and PDC	Postdoc Champions	Start 2017-18, available to all by 2020	Positive feedback in 2018 Athena postdoc Focus Groups

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5	**Career Development**				
5.7	Survey female postdocs regarding intentions to apply for Fellowships	PDC review of provision for Fellows. Women may choose not to apply for or leave it later than men	PDC	Baseline to be established 2016-17. Metric set for improvement thereafter for 2017-18 onwards	Identify specific development requirements to encourage applications from female postdocs
5.8	Provide Fellowship holders with information on post-Fellowship opportunities	2015 FG/Q, variation across College on how much Fellows knew about career opportunities post-fellowship	PDC HoDs and PIs	2016-17	Positive feedback in 2018 Athena Focus Groups
5.9	Establish an extensive, tailored support programme for all Fellows, not just JRFs	PDC review provision for Fellows 2015 FG/Q data	Delivered by PDC Championed by Tom Welton, Dean of FoNS	2017-18	Positive feedback in 2018 Athena Focus Groups
5.10	Postdoc Champions to be appointed in all Departments. One key responsibility is to organise at least one (Department-funded) event a year for postdocs	Follows successful pilot by FoE and PDC	HoDs PDC	2017-18 2019 evaluation	100% departments to have Champions PDC to evaluate success
5.11	Promotion criteria to be updated to recognise role of Postdoc Champion	Follows successful pilot of Champions by FoE and PDC	Anna Demetriades, Promotions & Senior Academic Appointments Manager	2016-17	Included in promotion criteria
5.12	Complete evaluation of the Meridian Programme (2013-15), and Senior Women Leaders Programme (2015-16)	Possible to measure impact of programmes after 1+ year since finish	Judy Barnett, Talent Development Manager, LDC	2016-17	Evaluations maintain positive feedback received for previous talent development programmes
5.13	New talent development programme for Level 4 staff	Cycle of talent development of programmes for PTO staff	Judy Barnett, Talent Development Manager, LDC	2016-17	Programme completed by 2020

Ref	Description of Action	Rationale	Responsibility	Timeframe & milestones	Success Criteria and Outcome
5	**Career Development**				
5.14	Career Support Programme for PAAN	Feedback from PAAN and 2015 FG/Q requesting specific career development activity	LDC	Pilot to run Spring to summer 2016	Positive feedback from attendees
5.15	Increase Science Council Registrations among Technical Staff Repeat successful workshop from Jan 2016 to help staff understand process	Recent focus Technical Staff career development and recognition	Lindsay Comalie, Learning and Development Consultant, LDC/EDIC	Year on year increase	Current baseline of 30 registrations in College Target of 50% technical staff registered by 2020. As many women as men apply (proportion to Technical Staff pool)
5.16	Continue the informal dinners for group of next generation of academic women leaders, as a network to support their transition into senior roles	Need to increase female percentage of leaders in College	Dot Griffiths, Provost's Envoy Sian Harding, Professor (FoM)	Ongoing	Female HoDs to reflect proportion of female Professors (currently 15%)
5.17	Encourage more women to stand for election as Consuls	Need to increase female percentage of leaders	Senior Consul	Ongoing	Currently 2 out of 7 Consuls are women. Aim for 3 by 2020
5.18	Increase the female percentage of PTO HoDs to 40% by 2020 Support delegates after Senior Women Leaders Programme	Need to increase female percentage of leaders in College	HR	Ongoing	40% female senior PTO staff by 2020 (currently 32%)

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6	**Maternity, Paternity, Parental Leave, Flexible working, and Career Breaks**				
6.1	Repeat Maternity and Paternity Survey to measure impact and to identify further actions	Need to fully assess impact of initiatives since previous surveys in 2012-13	Su Nandy, HR	October 2016	Maintain high response rate from previous surveys: at least 85% High awareness of support schemes and initiatives (at least 70%)
6.2	Implement new e-learning course for line-managers to explain their responsibilities and to encourage best practice, e.g. use of Keeping in Touch Days	2014 survey on quality of service received by staff going on maternity leave. Inconsistent approach by managers across College	Su Nandy, HR	Aim to launch in April 2016. Track numbers completing course.	Positive feedback on course Future surveys report more consistent support. 2014 targeted maternity survey results baseline: 13% reported no support prior to maternity leave; 32% reported no support during maternity leave; and 18% reported no support on their return
6.3	Review of provision of support, including Elsie Widdowson Fellowships, in context of staff taking Shared Parental Leave	Introduction of Shared Parental Leave in 2015 SAT discussions	Dot Griffiths, Provost's Envoy Kim Everitt, Deputy Director, HR	2017-18	Revised scheme
6.4	All PIs and postdocs to complete Return to Work Plan before they leave for maternity	Best practice in Physics Issues faced by postdocs returning from maternity leave	HR PIs must implement for all postdocs	2016-17	100% of postdocs to have a Return to Work Plan in place before going on maternity leave
6.5	Investigate maternity provision for industrial-funded contracts	Discussion at SAT	Lynne Cox, Research Office	2016-17	Clearer provision

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6	**Maternity, Paternity, Parental Leave, Flexible working, and Career Breaks**				
6.6	Identify and set up dedicated rest /expressing room at all campuses (jointly with NHS as appropriate) Rooms already set up at: South Kensington Hammersmith Silwood	Need to provide dedicated space highlighted in 2013 Maternity Survey	Anna McDadd, Building Manager, Estates, St Mary's Su Nandy, HR, monitoring feedback	March 2016, room identified at St Mary's (B04) May 2016, room to open	Continued usage from staff (very dependent on numbers returning from maternity leave and expressing at work) Continued positive qualitative feedback from users
6.7	Faculty Deans to ensure that HoDs brief PIs on enabling paternity leave for postdocs	Lower than expected uptake of paternity leave amongst postdocs	Deans HoDs PIs	2017-18	Increased take-up from current average of 25 per year
6.8	Encourage uptake of Shared Parental Leave, and normalise men taking time off for parental leave as culture at Imperial Provide examples on the website	Introduction of Shared Parental Leave in 2015	HR HoDs	Ongoing	Increase in uptake of Shared Parental Leave (first year available, 21 applications from men and 6 from women) Increased awareness as measured by 2017 and 2020 Staff Surveys
6.9	Encourage positive attitude to flexible working across College. Annually remind line-managers of the College policy, and the proven benefits of flexible working annually	2015 FG/Q data, line-managers support of flexible working for PTO staff varied across College	HR and FOOs	2016-17 onwards	2018 Athena Focus Groups report consistency

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6	**Maternity, Paternity, Parental Leave, Flexible working, and Career Breaks**				
6.10	Survey staff on different types of flexible working currently used. Use results to build repository and to promote more creative thinking around flexible working requests Establish an Agile Working Group to act as internal consultants to any Department wanting assistance in supporting flexible working requests	2015 FG/Q data	Su Nandy, HR	2016-17	Improve on 2014 Staff Survey result of 83% of staff reported satisfaction with flexible working hours
6.11	Review if we need a more formal policy on transition from part-time to full-time, after career breaks , and how to build into existing policies	Athena SWAN post-May 2015 criteria	HR	2018-19	Policy implemented if necessary
6.12	Increase nursery provision through new White City campus and expanded EYEC, when space becomes available (as activities move to White City)	Demand for places at nursery at South Kensington, and new White City construction	Louise Lindsay, Director of HR	White City c2020 South Kensington increased capacity c2017-18	Increased capacity. Currently EYEC has 121 FTE places
6.13	Review FoE pilot and usage of My Family Care more generally. Decide future of this provision	My Family Care in place for 2 years	HR	May 2016, My Family Care contract due for renewal	Decision on how best to provide support to staff, whether through continued use of My Family Care or other means
6.14	Promote new fund to help cover caring costs when staff attend conferences. Monitor uptake	Supports those with caring responsibilities to attend conference more easily Successful departmental travel/conference/caring schemes (Medicine, ESE, NHLI, Life Sciences)	Each Faculty to administer scheme Dot Griffiths, Provost's Envoy, to monitor uptake	Fund announced in March 2016 at Women@Imperial week	AGSC review of uptake and impact in 2017, after fund in place for one year.

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7	**Culture and Communication**				
7.1	Review of website and accessibility of information about support for women and family-friendly policies, particularly for prospective job candidates Strategic review of overall communications on support for women and family-friendly polices	2015 FG/Q feedback	Elizabeth Nixon, Comms Vice President for Communications (currently being appointed)	2016-17 2017-18	Improved accessibility and awareness of support and policies, as measured by 2018 Athena Focus Groups
7.2	'Leaders as Coaches' Masterclass pilot in FoE and FoNS. HoDs and other senior staff to attend training, to help develop coaching style leadership culture in College	FoE Have Your Say campaign	Judy Barnett, Talent Development Manager, LDC	June 2016	Rolled out to rest of College
7.3	Reduce levels of harassment and bullying Roll out 'Have Your Say' initiative to rest of College	2014 Staff Survey Successful FoE pilot 'Have Your Say' to address harassment and bullying	Deans and Faculty HR. Louise Lindsay, Director of HR	'Have Your Say' roll out to FoNS and FoM in summer 2016	Improve results in 2017 Staff Survey. 2014 results: Experienced harassment; 17% of women, 11% of men Witnessed harassment; 15% of women, 13% of men Experienced bullying; 20% of women, 13% of men Witnessed bullying; 21% of women, 14% of men
7.4	Mental Health Champions to be recruited in Faculties, to raise awareness of the importance of discussing mental health and the support available in College	Drive for resilience and improved mental health	Claire O'Brien, Director of Occupational Health	Ongoing	Reduced reported levels of work-related stress. 2014 Staff Survey baseline: 47% women, 44% men reported unreasonable levels of work some or a lot of the time

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7	**Culture and Communication**				
7.5	Review the Gender Equality and Institutional Culture Project report, led by researchers from the University of Sussex	Disturbing sexist behaviour at 2015 Student Varsity Match	Provost's Board	30 April 2016, emerging results being reported to Provost's Board Sept 2016, final report due	Identification of additional actions to address behaviour and culture in College
7.6	More portraits and photos of female role models in College	Change culture and celebrate our many successful women	James Stirling, Provost	Ongoing	More visible role models of our successful women
7.7	Extend annual Women of Achievement lunch beyond academics to include PTO staff	Increase recognition of PTO women's achievements	Provost's Office and Dot Griffiths, Provost's Envoy	From 2016 lunch onwards	PTO women attend regularly
7.8	Continue to improve the representation of women on Reporter covers, in images representing research activity	2015-16 audit found 28% of research images on front cover of Reporter were of women	Comms	Ongoing 2018 audit	10% improvement in next audit (2018)
7.9	Establish a baseline of the gender/ethnicity balance of speakers invited to give College lectures	We do not currently formally record such data at College-level	Events teams (Advancement), President's and Provost's offices	2018-19	To act as necessary to improve the balance
7.10	Repeat and expand successful 2015 girls-only FoE Summer School pilot, taking on board feedback to improve further	Pilot was very successful, e.g. 100% of respondents to evaluation survey said they would recommend to other students at their school	Jenna Stevens-Smith, Outreach Manager, Bioengineering Outreach Team	July 2016 Summer School	Post-School evaluation survey: Maintain high response rate (68% in 2015) Maintain success indicators (e.g. 100% agreed course good/very good in 2015) Improve rating of mentors (70% thought support from mentors good/very good in 2015)
7.11	Unconscious bias training for all new UG students in FoE	Focus group in engineering Department Pilot in March 2016 successful	Phil Power, Education Manager, FoE	Second pilot in June 2016 Start of 2016-17 year, train all new first-year UGs	100% of all first year students in FoE Consider extension to other Faculties

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8	**Supporting Trans People**				
8.1	Review the Trans Staff Policy, to measure its impact	Policy now in place for one year	Diversity Working Group, Equality and Diversity Committee	2016-17	Identification of any improvements to policy, or other means of support for trans staff
8.2	Ensure that process is easy for individuals to change names and titles on official records Mx to be added as title option on College systems	Part of Trans Staff Policy	EDIC to work with HR and Registry	Ongoing	In place by 2017
8.3	Investigate viability of interviewing trans staff, depending on numbers, to identify further support	Identify how else we can support trans staff	Kalpna Mistry, Staff Network Coordinator, EDIC	2018-19	Depends on trans staff being happy to be interviewed
8.4	Continue organising events to raise awareness of trans issues	Continue to raise awareness and change attitudes	EDIC and Imperial 600 (LGBT staff network)	Ongoing	Increased awareness as measured through 2017 Staff Survey and 2018 Athena Focus Groups