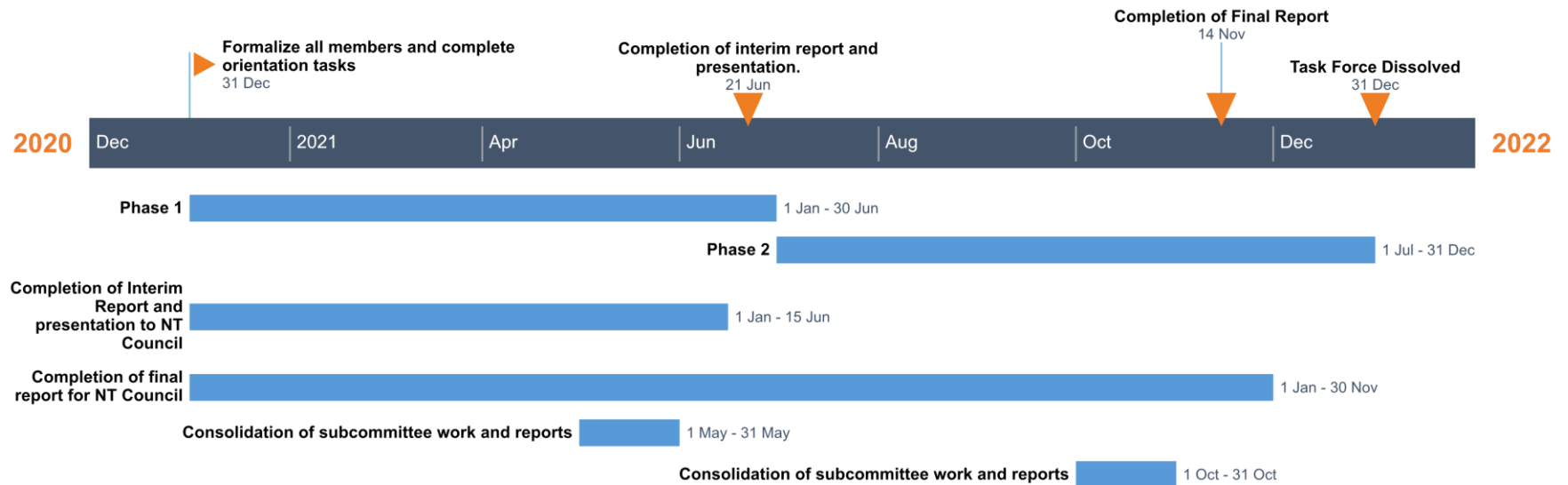


Newmarket Anti-black Racism Task Force Workplan
(provisional outline – version as at November 28, 2020)

In keeping with the horizon date of December 31, 2021, the workplan outlined herein seeks to provide general guidance towards meeting the milestones and completing the objectives of this important work. A general outline of these milestones and the proposed general governing structure of the workplan are given in the Gantt chart on the following page with explanations following. A list of provisional meeting dates for the Task force is provided below for ease of reference (however please note that communications from the Chairperson and deputy Town Clerk take precedence).

Phase 1	Phase 2
December 8, 2020	July 6, 2021
January 5, 2021	August 3, 2021
February 2, 2021	September 7, 2021
March 2, 2021	October 4, 2021
April 6, 2021	November 2, 2021
May 4, 2021	December 7, 2021
June 1, 2021	

Newmarket Anti-black Racism Task Force (provisional workflow and milestones)



Project work in two phases.

The task force will be working towards two key milestones, namely the presentation of the interim report to the Newmarket Town Council and the completion and presentation of the final report.

Phase 1 - Jan 1, 2021- June 30, 2021

Phase 1 will encompass all the preliminary undertakings of the subcommittees towards the completion of the interim report. This includes data gathering and all other activities related to the work of the task force.

Consolidation of Phase 1 work - May 2021

It is proposed that May be set aside for consolidation of work of the three subcommittees for integration into the interim report in preparation for presentation to the Newmarket Town Council.

Phase 2 - July 1, 2021 – December 31, 2021

Phase 2 of the workplan will follow a similar pattern to phase one with the expectation that feedback from the Newmarket Town Council and an interim reassessment of the workflow will be completed at the onset of Phase 2.

Consolidation of Phase 2 work – October 2021

It is proposed that October be set aside for integrating the work of both phases of the workplan. It is expected that considerably more effort will need to be allocated given the likelihood of a much larger data pool for assessment, distillation and presentation.

Breakdown of Subcommittee Mandates and membership

As agreed at the inaugural meeting of the Task Force on November 24th, the work of the Task Force will be broken into three sub-committees as provided in the document **Anti-Black Racism Task Force Work Plan_V1**