

Continuing Gender Action Plan 2019-23

Theme 1 – Leadership and Development				
Issue Identified	Action	Planned outcome/measurement	Lead	Timeline
Gender balance in presenting to SMG and Commission	1) Continue to collect data at SMG and Commission level until April 2019 and produce reports on findings. (Figures for Assembly Community Connect to be included on resumption of full business.)	One further year of complete data collected and analysed for 2018-19. The 2016-17 and 2017-18 reports are available on AsslSt . Final overview analysis report of all three years of data.	Commission and Clerk/Chief Executive's Office (CCEO)/RaISe	RaISe report for 18-19 to be prepared by July 2019 Final overview analysis report to be prepared by end of Oct 2019.
Gender Balancing on Groups	2) Monitoring of checklist returns on staff volunteering and representation on groups/panels. To be completed by HoBs and Directors utilising guidance issued by the Equality Unit	Monitoring data to be collected for two further years: 2018-19 and 2019-20. (Two returns were received for the first reporting period, January 2017 to March 2018). RaISe to analyse three years of data, including any findings in the final analysis report on gender balance in presenting to SMG and Commission.	Equality and Good Relations Unit/RaISe and relevant Directors/HoBs	Final overview analysis of data to be prepared by end of Oct 2020.
Continued focus on equal pay	3) The Assembly Commission will continue to conduct an equal pay review every two years and address issues arising	Equal pay reviews will be conducted every two years and gender-related statistically significant differences in pay	Human Resources Office	By end 2019

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		(as determined by NISRA) will be considered by SMG		

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Theme 2 – Communication and Engagement				
Issue Identified	Action	Planned outcome/measurement	Lead	Timeline
Senior Women’s Network	4) Implement Senior Women’s Network (AG4 and above) to meet at least twice a year.	To have in place a network that enables issues to be identified, discussed and – if appropriate – solutions proposed or raised at the appropriate platform; and where good practice can be shared and highlighted.	Gender Action Plan Implementation Group	Every six months
Awards	5) Consider third party recognition awards and apply for awards as appropriate.	Application process completed and submission made.	Gender Action Plan Implementation Group	Issue of awards to be considered on resumption of full Assembly business.
	6) Apply for Bronze Diversity NI Charter Mark	Bronze Diversity NI Charter Mark achieved. Actions identified to progress to Silver Diversity NI Charter Mark within two years		September 2019 By end of 2021
Transgender – Inclusion in the Workplace	7) Participate in the Stonewall Diversity Champions Programme.	Through participation in this programme, the Assembly Commission would have access to a programme which offers organisations tailored one-to-one support to help build workplaces that are inclusive of lesbian, gay, bisexual and transgender (LGBT) people.	Equality and Good Relations Unit with assistance from HR	<i>Ongoing for lifetime of the plan</i>

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Theme 2 – Communication and Engagement				
Issue Identified	Action	Planned outcome/measurement	Lead	Timeline
Development of a Transgender Policy	8) Develop a Transgender Policy to address both managing and supporting staff and dealing with visitors to Parliament Buildings	Transgender Policy is developed and issued to staff	Human Resources Office	March 2020
Raise awareness around transgender issues	9) Provide training to staff on transgender issues once policy developed.	Staff are trained and equipped with knowledge to manage transgender issues in the workplace in accordance with Commission Policy	Human Resources Office	March 2020

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Theme 2 – Communication and Engagement				
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Research	10) Participate in QUB PhD Project 'Gender equality in the UK and Germany: HR Management in light of conflicting constitutional logics'	Through participation in the project, the Assembly Commission will have feedback via anonymised employees' insights on gender equality in the organisation and relevant HR policies, which could be used to inform any further actions that may be required.	Equality and Good Relations Unit with assistance from HR	<i>TBC</i>

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Reporting and Monitoring				
Issue Identified	Action	Planned outcome/measurement	Lead	Timeline
Regular monitoring of progress against identified actions	11) Provide progress update to SMG every six months	Every six months, following liaison with business areas, provide summary of directorate activity to SMG/, charting progress against targets and including any additional actions.	Equality and Good Relations Unit	Every six months, generally March and October of every year
	12) Report to the Equality Commission annually on progress	As part of annual report to the Equality Commission, provide full update of directorate activity against action plan targets.	Equality and Good Relations Unit	31 August each year
Central administration and co-ordination of work of Gender Action Implementation Group	13) Co-ordinate and oversee the roll-out of implementation of the action plan	<p>Co-ordination of meetings and work of the Implementation Group;</p> <p>Support provided to business areas where necessary;</p> <p>Progress of business areas tracked against targets; and</p> <p>written updates to SMG on progress against specific actions every six months.</p>	Equality and Good Relations Unit	Ongoing for lifetime of plan