

Public Sector Equality & Human Rights Duty **Annual Action Plan 2022**



SOLAS Public Sector Equality & Human Rights Duty Working Group.

Annual Plan for Implementation of the Public Sector Equality & Human Rights Duty Implementation:

The Corporate Plan references SOLAS commitments in relation to the Duty. The introduction to, and Action 17 in the 2022 Business Plan identifies steps to be taken in relation to the Duty.

- A dimension of the Duty and its implementation will be highlighted in each of the two review days planned for the Business Plan during 2022.

Four key moments are identified for implementation of the address steps of the Duty during the year. In relation to each of these:

- A briefing will be provided to the relevant Directors.
- A training session will be provided, to the relevant staff, on the Duty, the tools for the Duty developed by the working group, and the address step of the Duty.
- Mentoring support will be provided to the relevant staff at relevant points during the key moment process.

The four key moments identified for 2022 are:

1. Development of a terms of reference or any framework document for the National Programme Office to be established and the strategy to be developed for implementation of the Adult Literacy for Life Strategy, in particular, regional action plans.
2. The preparation of the template for the Strategic Performance Agreements with ETBs, including a focus on the parameters for the funding application.
3. The reviews planned of specific human resource policies during 2022.
4. A review process in relation to procurement policies and procedures, in particular grant aid agreements, and exploring a view in relation to other forms of contractual arrangements.

Enabling Implementation:

Leadership

- A familiarisation session on the Duty will be facilitated with the Board as a means of identifying how best they will provide leadership on the Duty.
- A familiarisation session on the Duty will be facilitated with the SLT as a means of identifying how best they will provide leadership on the Duty.
- The Chief Executive Officer will continue to act as sponsor for the working group and for the implementation of the Duty across the organisation.
- A working group on the Duty will function within an agreed terms-of-reference.

Capacity

- Familiarity with the Duty and in relation to diversity and the ten identified groups for the Duty will be facilitated with staff through:
 - A Brunch n' Learn session for staff on the Duty.
 - A familiarisation session on the Duty for the HR Forum.
 - A series of ten awareness raising workshops will be facilitated for staff on diversity and the ten identified groups for the Duty.

Communication

- An internal communication strategy on the Duty will be developed. This will encompass a focus in the 12@12 and Spotlight newsletter. It will include use of social media and the website.
- The working group will keep under review the level of ownership that evolves within the organisation for the Duty and the ambition of SOLAS for the Duty, with a view to identifying and taking further steps to strengthen this sense of ownership.

Monitoring

- The outputs set out in this annual plan will serve as the output indicators for 2022.
- The working group will give consideration, based on the experience of 2022, to the development of outcome indicators.

Process

- The working group for the Duty will meet five times during 2022.
- A report on progress made during 2022 will be prepared by the working group, based on tracking of progress and reflection sessions to examine the progress as tracked.

