

Privileges and Procedures Committee

Diversity Forum

(2nd Meeting)

16th October 2025

Part A (Non-Exempt)

All members were present, with the exception of Connétable M.O'D Troy of St. Clement and Deputies H.L. Jeune of St. John, St. Lawrence and Trinity, Vice Chair and P.F.C. Ozouf of St. Saviour, from whom apologies had been received.

Deputy L.K.F. Stephenson of St. Mary, St. Ouen and St. Peter, Chair
Deputy L.M.C. Doublet of St. Saviour, Co-Vice Chair
Deputy M.R. Ferey of St. Saviour
Deputy R.L Kovacs of St. Saviour
Deputy H.M. Miles of St. Brelade
Deputy I. Gardiner of St. Helier North

In attendance -

T. Oldham, Assistant Greffier of the States, Committees and Panels, States Greffe
J. Hales, Research and Panels Officer, States Greffe
E. Patterson, Secretariat Officer, Specialist Secretariat, States Greffe
C. Tucker, Secretariat Officer, Specialist Secretariat, States Greffe

Note: The Minutes of this meeting comprise Part A only.

Minutes.	A1. The Minutes of the meeting held on 18th September 2025, having previously been circulated, were taken as read and were confirmed, subject to a minor amendment.
Government diversity, equity and inclusion work: update.	A2. The Sub-Committee, with reference to its Minute No. A4 of 18th September 2025, received an oral update from Deputy M.R. Ferey of St. Saviour, Assistant Chief Minister, regarding the ongoing work of the Government of Jersey (GoJ), in connexion with diversity, equity and inclusion (DEI). The following outcomes were noted – - the implementation of equality impact evaluations (EIAs) was an ongoing workstream which underpinned GoJ's commitment to inclusion and equality within decision-making processes. It was acknowledged that whilst EIAs were yet to be formally embedded as a requirement, GoJ were actively striving to consider protected characteristics under the Discrimination (Jersey) Law 2013, when developing and reviewing policy; and - an update was provided in connexion with an oral question from Deputy L.K.F. Stephenson of St. Mary, St. Ouen and St. Peter of the Minister for Health and Social Services on 8th July 2025, regarding the diagnosis, treatment and

management of endometriosis (OQ.165/2025 refers). Deputy Ferey informed the Sub-Committee that GoJ recognised the importance of women’s health and that steps were being taken to ensure adequate support was in place for female employees. It was further noted that GoJ had signed the ‘51 Employers’ Pledge’ in May 2022 and had made adjustments to facilitate a ‘menopause-friendly’ workplace. Resources such as the ‘Menopause Café’, bi-monthly peer support sessions and a dedicated Microsoft Teams channel, were in place to support employees. It was acknowledged that following the next scheduled meeting of the SEB, this information would be cascaded to all GoJ managers to highlight the support available to women.

On a related matter, Deputy Stephenson noted a written question submitted to the Minister for Education and Lifelong Learning on 1st April 2025, regarding access to fertility treatments for teachers and teaching assistants during term time (WQ.146/2025 refers). It was noted that Article 7.2.3. of the States of Jersey (SoJ) ‘Managing Attendance Policy’ acknowledged that fertility treatments could not always be undertaken outside of term time and granted discretion for one cycle of fertility treatment to be undertaken as paid sick leave. Members commended this policy and suggested that awareness of the same should be raised. Deputy Ferey undertook to discuss this with the States Employment Board and agreed to provide an update to the Sub-Committee in due course.

Deputy L.M.C. Doublet of St. Saviour queried whether the ongoing GoJ ‘Attendance Matters’ initiative viewed absence through a gender-sensitive lens, noting gender-specific social and health factors. The Sub-Committee was assured that the initiative sought to provide support for those returning to work following a period of absence and that the ‘Bradford Factor’ assessment tool currently in place was utilised to measure and manage employee absenteeism.

The Sub-Committee thanked Deputy Ferey for the update.

Owner	Action
Deputy Ferey	To discuss the visibility of article 7.2.3. of the SoJ Managing Attendance Policy with SEB at its next meeting.

Women’s
Parliamen-
tary Caucus.

A3. The Sub-Committee, with reference to its Minute No. A6 of 18th September 2025, received and considered draft Terms of Reference (ToR) in connexion with the proposed Women’s Parliamentary Caucus (WPC).

It was recalled that the establishment of the proposed WPC had been reviewed by the Privileges and Procedures Committee (PPC), who had suggested that the Sub-Committee draft a ToR and scoping document which would establish the key objectives, operating procedures and outcomes of the group. Having considered the draft ToR in September 2025, the Sub-Committee had agreed a number of amendments and requested that the document be represented for further review.

The document provided insights into the overall vision and scope of the proposed WPC and set out the draft ToR, which illustrated the WPC as a standalone, Parliamentary led forum, where female Parliamentarians could share the challenges associated with their roles. It was noted that formal meetings of the WPC would take place bi-annually, together with *ad hoc* informal gatherings and that the Diversity Forum Sub-Committee would be used as a conduit to feedback WPC activity to PPC.

The ToR further suggested that a member of the Jersey Commonwealth Women Parliamentarians (CWP) group provide timely updates on the work of the WPC to the Commonwealth Parliamentary Association (CPA) Executive Committee with the aim of the WPC complementing the work of the CWP and CPA, respectively.

Having considered the matter, the Sub-Committee was minded to approve the draft ToR, subject to minor amendments and officers undertook to arrange for this to be presented to the PPC in due course.

Owner	Action
Secretariat Officer	To organise for the approved ToR to be presented to the PPC.

Common-
wealth
Parliament-
ary Associat-
ion report.

A4. The Sub-Committee, with reference to its Minute No. A7 of 18th September 2025, received and noted a report, dated October 2025, which outlined the status of the recommendations made by the Commonwealth Parliamentary Association (CPA) in connexion with the Gender Sensitive Parliament Self-Assessment Jersey report (the CPA report).

It was recalled that the Sub-Committee, as previously constituted, had considered the recommendations arising from the CPA report in 2024, which followed an internal Gender Audit undertaken in 2019. Due to the complex and comprehensive list of recommendations made by the CPA, the Sub-Committee had decided to focus on certain recommendations. Recommendations which had not been progressed by the Sub-Committee had been appropriately delegated to the Digital and Public Engagement Team, the Scrutiny Liaison Committee and the Greffier of the States (Minute Nos. A4 of 13th February 2025 and A5 of 13th March 2025 refer).

The Sub-Committee agreed to seek updates in relation to progress on those recommendations which had been delegated, as detailed above.

The following discussions arose from the report –

Recommendation No. 9 – Designated Family Room

- it was recalled that this recommendation related to the establishment of a designated family room in the States Building, equipped to meet caregiving needs. Discussions with the Greffier of the States in this connexion had revealed concerns in relation to security and safeguarding. As such, it had been suggested that an informal family-friendly room for *ad hoc* use might be preferable (Minute No. A5 of 13th March 2025 refers). It was agreed that further clarity on this should be sought from the Greffier, who was due to attend the next scheduled meeting of the Sub-Committee;
- with reference to the above recommendation, options for the provision of infrequent childcare in the States Building were explored, to include securing the services of childminders or establishing a creche facility for the children of elected Members. The Assistant Greffier of the States, Committees and Panels, States Greffe, highlighted the potential challenges associated with such aspirations and agreed to raise this matter with the Greffier; and
- in the context of Members' caring responsibilities, it was further noted that

correspondence had been sent to Mr. S. Cartwright, Chief Officer, Bailiff's Chambers, from Deputy L.K.F. Stephenson of St. Mary, St. Ouen and St. Peter, Chair, dated 3rd September 2025, in connexion with the attendance of Members' dependent children at events. The Sub-Committee had decided to request that consideration be given to the attendance of children at any official events that were held outside of term time, during bank holidays or on weekends. Furthermore, it had been suggested that any lists used to assist with organising such events should be updated to include details of Members' spouses and dependent children. It was noted that a response was yet to be received from Mr. Cartwright, and officers undertook to follow-up on this matter.

On a related matter, it was acknowledged that the post-election training and induction programme was under review by the States Greffe, ahead of the 2026 public election. It was suggested that online calendar invitations for all induction events should be extended to returning Members to encourage attendance. The Sub-Committee also expressed a desire for the provision of compulsory safeguarding training as part of the induction programme, citing the recommendations and failings identified within the 2017 Independent Jersey Care Inquiry. It was noted that whilst safeguarding training was included within the programme and attendance was encouraged, it was not compulsory. The Assistant Greffier, Committees and Panels agreed to discuss the issues raised by the Sub-Committee with the Assistant Greffier, Chamber and Members' Support.

The Sub-Committee noted the position.

Owner	Action
Secretariat Officer	To obtain updates on the progress of the delegated recommendations for consideration at the Sub-Committee's next scheduled meeting.
Assistant Greffier, Committees and Panels	To discuss the delivery of childcare for States Members on an <i>ad hoc</i> basis with the Greffier of the States.
Secretariat Officer	To seek a response from the Chief Officer, Bailiff's Chambers to correspondence from the Chair dated 3rd September 2025
Assistant Greffier, Committees and Panels	To discuss the post-election induction programme with the Assistant Greffier, Chamber and Members' Support.

LGBTQ+
Parliamentarians'
Network.

A5. The Sub-Committee, with reference to its Minute No. A10 of 18th September 2025, received an oral update from Deputy L.M.C. Doublet of St. Saviour in connexion with the Commonwealth Parliamentary Association's (CPA) British Islands and Mediterranean Region (BIMR) Lesbian, Gay, Bisexual, Transgender and Queer Plus (LGBTQ+) Parliamentarians' network (the Network).

It was recalled that Deputy Doublet was a Member of the Network's Committee and had agreed to provide the Sub-Committee with relevant updates as a standing item on future agendas.

The Sub-Committee was informed that Messrs. A. Price, Member of the Welsh Senedd and C. Santos, Member of the Gibraltar Parliament, had been elected as Chair

and Vice Chair of the Network, respectively. The Terms of Reference for the Network had also recently been completed, and it was noted that Deputy Doublet had significantly contributed to the production of the same. A Network event was due to be held at Westminster on 24th November 2025, with 4 places available for elected Members to attend.

On a related matter, Deputy Doublet requested administrative support in creating and maintaining a central document repository for all papers related to the Network. The Assistant Greffier of the States, Committees and Panels undertook to raise this with officers who provided operational oversight for CPA matters.

The Sub-Committee thanked Deputy Doublet for the update.

Owner	Action
Assistant Greffier, Committees and Panels	To discuss the creation and maintenance of a central document repository for all papers related to the Network with relevant officers.

Actions List.

A6. The Sub-Committee, with reference to Minute No. A3 of 13th March 2025, of the Sub-Committee as previously constituted, noted the live actions list, which was regularly reviewed and revised.

The following actions arose from items on the actions list –

- that documents provided by Mr. L. Richardson, Property Maintenance Project Officer, Jersey Property Holdings, in connexion with the accessibility of the States Assembly Building, be tabled for consideration at the Sub-Committee's next scheduled meeting; and,
- with reference to Minute No. A5 of 18th September 2025, the Sub-Committee reiterated its interest in applying for funding from the Commonwealth Women Parliamentarians Gender Strengthening Fund. It was recalled that funding could be sought by all Commonwealth Parliamentary Association branches and regions to promote the representation of women in political spaces. It was noted that applications for 2025 were due to close imminently, but that the Privileges and Procedures Committee might wish to consider seeking future funding for the proposed Women's Parliamentary Caucus.

Owner	Action
Secretariat Officer	To add documents in connexion with the accessibility of the States Building to the next agenda.

Corporate Services Scrutiny Panel: gender responsive budgeting.

A7. The Sub-Committee received an oral update from Deputy H.M. Miles of St. Brelade, Chair of the Corporate Services Scrutiny Panel (CSSP), in connexion with the implementation of Gender Responsive Budgeting (GRB) following a review undertaken by the CSSP, entitled 'Review: Proposed Budget 2025 - 2028 Review – Corporate Services Scrutiny Panel' (the review) (S.R.8/2024 refers).

It was noted that following the lodging of the 'Proposed Budget (Government Plan) 2025-2028' (the Budget) (P.51/2024 refers), the CSSP had conducted an overarching review of the Budget, which provided commentary on the implementation of GRB to

ensure gender equality was reflected in monetary allocations. The review identified that, whilst Jersey was yet to adopt GRB as a formalised process, several existing initiatives within the Common Strategic Policy aligned with the goals of GRB, which demonstrated a commitment to inclusivity within the budgeting process. The CSSP endorsed the adoption of GRB in future budgets and encouraged the Chief Minister to explore the area further.

The Sub-Committee recognised that GRB had been implemented in other jurisdictions, such as Colombia, Morocco and Austria, where Governments endeavoured to formulate budgets to cater for the diverse needs of all genders. It was noted that whilst the CSSP intended to commission a GRB expert to examine the 2026 Budget a suitable individual had yet to be identified. The Sub-Committee commended the work of the CSSP in striving for a gender-equitable distribution of resources and requested that Deputy Miles provide regular updates on the progress of the project.

On a related matter, Deputy Kovacs requested that forthcoming business which related to the workstreams of the Diversity Forum, be included on future agendas as a standing item.

Owner	Action
Secretariat Officer	To add forthcoming business which related to the work of the Diversity Forum to future agendas.

Date of next meeting.

A8. The Sub-Committee noted that the next scheduled meeting was due to be held on 20th November 2025, from 10.00 am – 12.00 pm in the Blampied Room.