**APPENDIX: GENDER PAY GAP ACTION PLAN 2024-2025**

This action plan is built upon our ED&I Strategy, the NHS ED&I Improvement Plan and the Mend the Gap review. Each action will be developed into a delivery plan and monitored throughout the year, with outcomes and delivery metrics.

EPUT’s Executive Team have made a commitment to prioritising Equality Diversity and Inclusion through driving transformational work through their directorates, policies and work streams. This approach will make positive changes to the culture of EPUT and lead to greater equity for all staff. Progress against these actions will be driven through the Equality and Inclusion Sub Committee, the Gender Equality Network, and the Ethnic Minority and Race Equality Network and assurance provided to the People Equality and Culture Committee (PECC).

**Roles and responsibilities:**

**Executive Directors**

* Executive Team accountable for the delivery of the Action Plan
* Sponsor and drive the implementation of these actions and provide support to ensure their delivery
* Allocate appropriate resources to ensure that responsible teams are able to deliver effectively
* Sponsor the staff networks and attend meetings regularly to increase engagement with staff across the Trust.
* Ensure that ED&I is at the heart of executive decision making for staff and patients.

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| **High Impact Action** | **Progress to date** | **Next Steps** | **Timescale** |
| Promoting a flexible working culture | * Implemented a policy that ensures all staff have a right to request flexible working. * Regularly promoted flexible working to all staff in the Trust – these include promotion through: * internal communications * recruitment campaigns * Employee Experience Managers * Engagement Champion events * international recruitment on boarding sessions * Reviewed and reported grievances including concerns relating to flexible working requests, broken down by gender and race, with appropriate action taken. | Include flexible working awareness sessions in health and wellbeing events to address cultural barriers associated with flexible working to help with reducing the pay gap.  Work with managers to understand what additional guidance would help them to support their staff in seeking and securing flexible working arrangements | May 2024 |
| Embedding fair and inclusive recruitment processes and talent management strategies that target under-representation and lack of diversity | * Successfully launched a recruitment de-bias toolkit and an inclusion ambassadors scheme to ensure a fair and inclusive recruitment process. * Ensured that wherever practicable, all applicants who meet the essential criteria were shortlisted for interview * Minimised the use of local pay agreements by increasing the recruitment of senior managers on the Agenda for Change (AfC) Band 9 scale, instead of appointing managers where pay is agreed at a local level. * Separated medical staffing data from other groups in the gender pay gap report, to better understand pay gaps specific to doctors and consultants. * Reported, monitored and published the gender balance of those who have been appointed to work at the Trust. * Facilitated, promoted and monitored career development programmes:   + Management Development Programme   + Leadership Development Programme   + RISE Programme   + Edward Jenner Programme   + Mary Seacole Programme   + Elizabeth Garett Anderson Programme. * Facilitated career development conversations with staff, informing them of relevant opportunities to develop within the Trust. | Report very senior manager (VSM) pay data separately to other professional groups in future Trust pay gap reports. | March 2025 |
| Report the gender and race balance of candidates shortlisted following a job application. Data to also include a breakdown down by disability. | March 2025 |
| Promote career development programmes to medical staff, with the aim of increasing the appointment of a senior workforce which is diverse, representative of the workforce, including those with protected characteristics. | January 2025 |
| Through the Gender Equality Network, utilise data from a range of listening tools to inform key stakeholders of barriers staff face, and how these may contribute towards pay gaps based on gender, race and disability. | June 2024 |
| Establish a Gender Equality Network, working in partnership with the Ethnic Minority and Race Equality Network and staff to:   * address the gender and race pay gap * explore opportunities to support equity between men and women being represented in leadership roles * connect staff and promote gender and race equality across the Trust. | Starting March 2024 |
| Promoting behaviour and cultural change | * Reviewed and updated the whistleblowing policy to comply with the mandate for all NHS organisations to implement the NHS England National Freedom to Speak Up Policy. * Conducted in-person and virtual focus sessions to promote the Trust's zero-tolerance approach to poor and/or abusive behaviour. In addition, promoted channels available to staff for reporting incidents, and how to do so anonymously. * Embedded the 'no space for abuse' campaign, alongside sexual safety training. * Reviewed and updated the Equality, Diversity and Inclusion (ED&I) training, which now includes an 'active bystander module'. * Implemented a 'fair and just culture' which is reflected in all policies and procedures, ensuring best practice in supporting staff experience. | Promote wellbeing at work and related initiatives through health and wellbeing events, including underrepresented roles such as medical staff and senior managers.  Facilitate health and wellbeing initiatives which promote behaviour and cultural change. These initiatives will align to the NHS Health and Wellbeing Framework. | Starting May 2024 |
| Clinical Excellence Awards (CEA) and performance payments | * Monitored applications and ensured that both men and women had equal opportunity to apply for local and national awards. * Reported on those in receipt of CEA in the gender pay gap report. | Report on the numbers of men and women eligible for awards, as defined by the Advisory Committee on Clinical Excellence Awards (ACCEA). Data to also include race and disability. | March 2025 |
| Providing that CEA funding continues, review the way in which CEA is rewarded to ensure that it is done in a way that avoids discrimination. | March 2025 |