

Gender Pay Gap Action Plan 2020

Ref	Area	Objectives	Actions	Desired Outcome	Action due date	Person Responsible	Outcome and impact
1	Medical Recruitment	Ensure recruitment processes for medical staffing is non-gender bias	Benchmark recruitment practices and review CIPD best practice	Assurance that medical recruitment practices are non-gender bias	July 2020	Head of Medical Staffing	
2	Medical Recruitment	Ensure that all medical staffing recruitment data is reportable	For all shortlisting, offers and new starters to be completed on nhs.jobs for all medical and dental recruitment excluding recruitment via the Deanery	100% of medical staffing recruitment data (excluding staff recruited via the Deanery or introduction agencies) to be reportable	April 2020	Head of Medical Staffing	
3	Flexible working for medical staff	Increase awareness of flexible working for medical staff and improve understanding for leaders to respond to requests	Promote flexible working and report the number of flexible working requests via MSG reports monthly	Increase awareness of flexible working opportunities for medical staff – including those in junior roles	April 2020	Head of Medical Staffing	
4	Medical Recruitment	Ensure there is a gender balanced recruitment panel for all consultant and senior medical staffing positions	For the medical staffing team to review the panel and ensure that there is gender balance ahead of the recruitment taking place	That there is 100% gender balance panel for all consultant and senior medical staffing positions	Reportable 6 monthly (E&D report)	Head of Medical Staffing	
5	Clinical Lead Training and Development	Ensure Clinical staff involved in recruitment decisions are trained in equality and diversity	As part of the leadership development programme, ensure a module of E&D and recruitment is included	At least 1 member of the interview panel has received the training	September 2020	OD Lead Head of Medical staffing	

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6	Deep dive into Medical Staff pay	Identify which grades are contributing to the pay gap and the barriers for progression	Undertake a deep dive by medical grade on the gender pay gap. Identify any barriers that prevent progression and develop an action plan to address these	Clear understanding of the gender pay gap for medical staffing by grade and actions to reduce the gap	September 2020 report to E&D group for consideration	Head of Medical Staffing and HR system Analysts	
7	Appointments and promotions	Ensure AFC is applied in Appointments and Promotions of senior posts (8B – 9)	Any decision outside of the AFC requires oversight by the HRD	Close the gap to 0% for senior roles for the mean gap	Any decisions outside AFC to be in the 6 monthly report (E&D Report)	HR Business Partner (E&D)	
8	Bonus Schemes	Review WLI and incentive award	Review incentive scheme across the Trust	Close the gap for bonus pay	Incentive review by June 2020	Associate Director of HR	