

## Gender Pay Gap Action Plan – 2019

Listed below are 5 actions which GOV.UK recommends that companies and organisations may wish to adopt in order to close their gender pay gap. These recommendations have been considered by the Council’s Equalities Working Group (EWG) and formulated into relevant and specific actions. The action plan will be reviewed every 3 months by the EWG and is out lined below against each of the GOV. UK recommendations.

### 1) Include Women in Shortlists for Recruitment and Promotion

**NOTE: as 59% of the Council’s workforce is currently female; the EWG did not support guaranteeing interview for at least 1 female candidate in ALL recruitment.**

Objective		Actions		Responsibility	Monitoring date	Completion date
1.	Ensure mixed gender selection panels for the majority of recruitment within the Council.	1.1.1	Adjust iTrent (e-form) to list and monitor recruitment panel members.	Improvement & OD Manager/ Systems Analyst	<b>December 2019</b>	
		1.1.2	Raise awareness of mixed gender selection panels via an internal “One Charnwood” communications article.	Human Resources	<b>March 2020</b>	
		1.1.3	Discussion and promotion at an appropriate Corporate Management Team (CMT) meeting.	Human Resources	<b>April 2020</b>	
		1.1.4	Further emphasise gender selection panels within existing recruitment and selection panel training.	Learning and Development	<b>Ongoing</b>	

## 2) Use Skills Based Assessment Tasks in Recruitment

Objective		Actions		Responsibility	Monitoring date	Completion date
2.	Include at least 1 test in the majority of selection exercises	2.1.1	Provide appropriate training to managers regarding recruitment and selection exercises.	Learning and Development/ HR	<b>Ongoing</b>	

## 3) Appoint Diversity Managers and/or Diversity Task Forces

Objective		Actions		Responsibility	Monitoring date	Completion date
3.1	Monitor recruitment and selection and promotions within the Council	3.1.1	Seek and analyse recruitment and promotion data by age and gender on an annual basis.	Equalities Co-ordinator	<b>April 2020</b>	
3.2	Monitor the age and gender balance of development	3.2.1	Seek and analyse development opportunity by age and gender on an annual basis.	Learning and Development	<b>April 2020</b>	
3.3	Monitor gender balance of Apprenticeships	3.3.1	Analyse and address gender balance of Apprentices on an annual basis.	Learning and Development	<b>April 2020</b>	

#### 4) Improve Workplace Flexibility for Men and Women

Objective		Actions		Responsibility	Monitoring date	Completion date
4.1	Monitor the gender pattern of take up of flexible working opportunities throughout the current flexible working pilot schemes which have been agreed	4.1.1	Seek information, analyse and question gender balance of flexible working pilots.	Learning and Development	<b>April 2020</b>	
4.2	Promote a more consistent approach to flexible working across the Council	4.2.1	Identify and question perceived inconsistencies to flexible working across the Council.	Learning and Development	<b>April 2020</b>	

#### 5) Encourage the uptake of Shared Parental Leave

**NOTE: Provision for this already exists within the Council's Family Leave and Pay Policy. The EWG did not identify any further actions under this heading which would be likely to impact upon the Council's Gender Pay Gap.**