

Gender Pay Action Plan

Cardiff Metropolitan University is committed to reducing its gender pay gap and ensuring that all employees receive equal pay for equal work of equal value. The following strategic documents already contain actions that are having a positive effect on addressing gender pay differences:

- Strategic Plan 2018-23
- Strategic Equality Plan 2016-20
- People Strategy 2018-23
- Athena SWAN Action Plan 2016-19

Since the publication of these documents, there has been an increase in the availability of best practice examples on how to tackle gender pay gaps in the Higher Education sector and across the country as a whole. These sources, such as UCEA's Taking Action: Tackling the Gender Pay Gap in Higher Education Institutions, have therefore been consulted to ensure that all actions outlined in the table below are consistent with the latest research into their effectiveness.

The University's new Strategic Equality Plan for 2020-24 and Athena SWAN Action Plan for 2019-22, both scheduled for development during 2019, will make further use of these sources to align their initiatives to close the gender pay gap and maintain the principles of equal pay with those already in place.

The gender pay gap and equal pay will be monitored each year and the results reported to the Equality and Diversity Delivery Group, Management Board and the Board of Governors' Resources Committee.

Actions	Existing Source	Owner	Timescales
Produce, analyse and report on gender pay gap data annually.	People Strategy	Human Resources	By 31 st December each year
Undertake an annual gender equal pay audit by gender to give a complete picture of gender pay at the University.	People Strategy	Human Resources	By 31 st December each year
Review the whole recruitment process to ensure complete transparency and that no barriers exist for applicants on the grounds of gender/any other protected characteristics.	People Strategy	Human Resources	By 31 st December 2022
Review language used in job descriptions, person specifications and job adverts for unintentional bias.	Strategic Equality Plan	Human Resources/ Equality and Diversity	By 31 st December 2022
Review how the University's flexible working and family friendly policies could be better promoted to external job applicants.	Athena SWAN Action Plan	Athena SWAN SAT/Human Resources	Ongoing – Reviewed Annually

Ensure that all new employees complete Equality in the Workplace Training.	Strategic Equality Plan	Equality and Diversity	Ongoing
Review content and scope of Unconscious Bias Training with a view to signposting the course to all management development attendees.	-	Equality and Diversity/ Organisational Development	By 31 st March 2020
Enhance and continue development for women through the Women's Network, Aurora programme, Women to Professor seminars/workshops, Santander W30 course and the Cardiff Met Mentoring Network (open to all staff).	People Strategy	Organisational Development	Ongoing
Monitor the gender balance of Professors and Readers through the Professorship and Readership Committee.	Professorship and Readership Committee	Chair of Committee	At Spring and Autumn meetings each year
Review the Professorial Pay policy and Professorial/Level 3 pay scales to ensure transparency and consistency.	People Strategy	PVC Research and Innovation	By 31 st January 2020
Analyse exit survey data around development experiences and organisational culture by gender.	Athena SWAN Action Plan	Athena SWAN SAT	By 31 st December each year
Continue to engage and work towards external benchmarks such as Athena SWAN, Stonewall Workplace Equality Index and Race Equality Charter.	Strategic Equality Plan	Equality and Diversity	Ongoing
Review the use of honoraria payments for staff acting up.	-	Human Resources Planning Group	By 31 st December 2020
Monitor and evaluate the implementation of this Gender Pay Action plan through the Equality and Diversity Delivery Group.	-	EDDG	At March meeting each year
Consider the establishment of a Gender Pay Working Group as a sub-set of the Equality and Diversity Delivery Group to look at further actions required to close the gender pay gap.	-	EDDG	By 31 st March 2020