

# Equality, diversity and inclusion (EDI) action plan 2019 - 2020

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The Equality, diversity and inclusion (EDI) action plan 2019 – 2020 sets out specific, practical steps that the HCPC will take to meet the objectives identified in our EDI policy. These objectives fall within the four core functions identified in our Corporate Plan 2018 – 2020.

The action plan is not an exhaustive list or record of all the EDI activities and projects that we will undertake in a given year. The actions therefore reflect only the areas in which there is outstanding work. Business as usual functions are not covered in the action plan.

In addition, each department is encouraged to wholly embed our EDI objectives into their work throughout the year and will therefore undertake further EDI activities and projects alongside those set out in the action plan.

## Performance

1. To adhere to EDI legislation, meet regulatory standards for EDI and make certain that our practice as a regulator is fair, consistent and free from discrimination.

Owner	Action(s)	Measure(s)
Head of Policy and Standards	Appropriate engagement with the PSA to meet the new standard with respect to EDI.	Record of appropriate communications and reports to the PSA.
	Legal advice sought if changes are made to EDI legislation that may impact our systems and processes.	Record of: <ul style="list-style-type: none"> <li>• legal advice received about changes in EDI legislation that may impact our systems and processes; and</li> <li>• any action taken as a consequence.</li> </ul>
	Focus on EDI principles in the review of our Returning to practice guidance.	Record in equality impact assessments (EQIAs) that EDI considerations have been considered.
	Focus on to EDI principles in the review of our Guidance on health and character.	Record in equality impact assessments (EQIAs) that EDI considerations have been considered.

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2. To be alert and responsive to EDI issues raised in the course of our work and in the regulatory sector and to manage them with integrity.

Owner	Action(s)	Measure(s)
Head of Policy and Standards	Collect and present analysis of equality and diversity data to Council annually.	
Head of Policy and Standards	Monitor and improve use, quality and consistency of equality impact assessments.	Record of equality impact assessments completed for relevant pieces of work.
Head of Policy and Standards & Director of HR & OD	Assess the feasibility of an EDI employee group to generate ideas for development of the action plan.	Record of exercise and any agreed action.

3. To appeal to, employ and maintain a diverse HCPC workforce that is reflective of the public we protect.

Owner	Action(s)	Measure(s)
Director of HR & OD	Collect and analyse diversity monitoring data to: identify any trends or gaps in relation to the diversity of the HCPC workforce; identify any areas in which work may be necessary; and take associated action where identified .	Record of analysis and any agreed action.
Head of Communications	Create and share images within our communications programme which reflect the diversity of our registrants, partners and employees.	Images, case studies and other communications reflect the diversity of our registrants, partners and employees .

4. To promote robust professional values in our registrants by setting clear expectations around EDI in our standards, guidance and communications.

Owner	Action(s)	Measure(s)
Head of Policy and Standards	Improve quality and clarity of EDI resources on the HCPC website.	Content is available on the HCPC website in relation to: <ul style="list-style-type: none"> <li>• our standards;</li> <li>• professional values; and</li> <li>• the role of EDI in education and training.</li> </ul>

5. To set standards for education providers that support fair access to and equality of opportunity within the professions that we regulate.

Owner	Action(s)	Measure(s)
Head of Education	Focus on EDI principles in the review of the approach to quality assurance.	Record in equality impact assessments (EQIAs) that EDI considerations have been considered and addressed.

### Communications and engagement

6. To deliver services, events, consultations, communications and publications that are relevant and accessible to all and that promote diverse engagement with us.

Owner	Action(s)	Measure(s)
Director of HR & OD and Head of Communications	Review and maximise our engagement and communication with external representative groups to share learning and promote diverse engagement with us.	Record of communications with external organisations.

7. To work in partnership with other regulators to explore EDI issues and to ensure that our approach to EDI is contemporary, evolving and rooted in best practice.

Owner	Action(s)	Measure(s)
Head of Policy and Standards	Work with other regulators to develop materials and approaches to regulation which address EDI issues.	Record of EDI content on the website.

8. To be mindful of diversity throughout the four countries, value and respect unique national perspectives and invite UK-wide participation in our work.

Owner	Action(s)	Measure(s)
Head of Policy and Standards Head of Policy and Standards	Focus on any special measures required to reach relevant equality and diversity groups in consultations, surveys and research projects.	Record in equality impact assessments (EQIAs) for relevant projects that stakeholder mapping and targeted communications have been utilised.
	Changes to the Standards of proficiency to reflect, value and respect diversity across the four countries.	Record of consideration of EDI issues in relation to unique national perspectives.
	Changes to our Returning to practice guidance to reflect, value and respect diversity across the four countries.	Record of consideration of EDI issues in relation to unique national perspectives.
	Changes to our Guidance on health and character to reflect, value and respect diversity across the four countries.	Record of consideration of EDI issues in relation to unique national perspectives.

## Effective and efficient organisation

9. To ensure that all Council and Committee processes account for EDI considerations and the HCPC EDI action plan undergoes annual Council review.

Owner	Action(s)	Measure(s)
Head of Governance	Training for Council members on reviewing, analysing and engaging in EQIAs.	Record of training date(s) and session outline.

10. To ensure that our EDI policies and practice are well embedded, clear and open to feedback from employees and stakeholders.

Owner	Action(s)	Measure(s)
Director of HR & OD	Employees to be offered the opportunity to engage in and support EDI issues.	Record of EDI on the agenda and minutes for meetings of the Employee Forum.
Head of Policy and Standards and Head of Communications	Intranet updates to be circulated quarterly in respect of EDI events and celebrations.	Record of regular intranet communications.

11. To deliver training in EDI to all our staff and partners, tailored where appropriate to their roles, and promote a culture of understanding and inclusivity among staff.

Owner	Action(s)	Measure(s)
Head of Policy and Standards	Training in equality impact analysis to be undertaken by relevant staff.	Record of research into and business case developed for equality impact analysis training.
Head of Policy and Standards	Reasonable adjustments e-learning to be developed for employees.	Reasonable adjustments e-learning module completed.

Head of Registration	Guidance to be provided to employees on supporting the registration needs of trans individuals.	Guidance completed and distributed by end of June 2020.
L&D manager	Regular compulsory EDI training to be provided to employees.	Compulsory EDI training provided every 2 years with at least 75% participation across the organisation.
Partner and HR Manager	EDI e-learning to be provided to partners.	100% participation for new partners.

### Data, intelligence and research

12. To continue to seek EDI data from those we interact with and be proactive in improving how we collect, analyse and apply EDI data in our corporate decision-making.

Owner	Action(s)	Measure(s)
Head of Policy and Standards and Head of Registration	Commission independent research to better understand the profile of our registrants, employees and partners and influence future actions.	Research successfully commissioned and commenced within 2020.
Director of HR & OD	Develop the range and depth of our diversity monitoring data for the retention of employees and partners.	Development of data for employee and partner retention that will identify gaps and inform targeted action.
Director of HR & OD	Target response rates developed for equality and diversity data for applicants and employees.	Target response rates agreed for equality and diversity data for applicants and employees and reporting completed against this target.
Head of Policy and Head of Fitness to Practise	Monitor use and efficacy of case classification framework to enable analysis of cases which	Record of data collected and any identified trends.

	involve EDI issues such as discrimination.	
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