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| *A grey circle with white text  Description automatically generated****[Organisation name]***  **Gender Pay Gap Action Plan**  **[YYYY-YYYY]** |

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| **Our focus to close our gender pay gap** | | |
| *Enter your context and commitment statements here.* |

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| **Our data** | | |
| We have calculated our gender pay gap using the [gender pay gap toolkit methodology.](https://www.women.govt.nz/gender-pay-gaps/gender-pay-gap-toolkit/measure-your-gender-pay-gap)  The gender pay gap between men and women at [organisation name] in [YYYY] is [XX.X%].  The gender pay gap between men and gender diverse people at [organisation name] in [YYYY] is [XX.X%].  *List if you have previous years’ measurements and compare.*  This is based on your organisation’s workforce of [#] FTE (full-time equivalent employees).  **The gender breakdown of our workforce is:**   * [#] men * [#] women * [#] gender diverse employee(s) * [#] employee(s) did not disclose their gender and are not included in the overall pay gap figure.   Our senior leadership is comprised of [#] people, with a gender breakdown of [#] men, [#] women, [#] gender diverse people, and [#] people who did not disclose their gender.  *Delete if you don’t have equity partners:* We also have [#] equity partners. Including them in our gender pay gap measurement [increased/decreased] our overall gender pay gap to [XX.X%].  Include any additional data or analysis you have, including trends by seniority level or job title. Ensure that your data is private and does not easily identify employees. |

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| **The drivers of our gender pay gap** | | |
| *Enter your analysis here.* |

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| **Our goals** | | |
| *Enter your goals here.* |

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| **What are we going to do?** | | |
| **Action 1:** |
| **Focus area(s)** |
| **Steps and specific tasks** |
| **Timeframe** |
| **Alignment to wider organisation strategy** |
| **Measurement of success** |
| **Action 2:** |
| **Focus area(s)** |
| **Steps and specific tasks** |
| **Timeframe** |
| **Alignment to wider organisation strategy** |
| **Measurement of success** |
| **Action 3:** |
| **Focus area(s)** |
| **Steps and specific tasks** |
| **Timeframe** |
| **Alignment to wider organisation strategy** |
| **Measurement of success** |
| **Action 4:** |
| **Focus area(s)** |
| **Steps and specific tasks** |
| **Timeframe** |
| **Alignment to wider organisation strategy** |
| **Measurement of success** |
| **Action 5:** |
| **Focus area(s)** |
| **Steps and specific tasks** |
| **Timeframe** |
| **Alignment to wider organisation strategy** |
| **Measurement of success** |