



**Gender Pay Gap Statement**  
**“Snapshot Date” 31<sup>st</sup> March 2020**

**Note:**

- (1) Due to the impact of Coronavirus (COVID-19), the Equality and Human Rights Commission (EHRC) announced that enforcement of gender pay gap reporting for the 20/21 reporting year (which used a snapshot date of 31<sup>st</sup> March 2020) would not begin until 5 October 2021. Therefore the requirement is to produce and report on data from the snapshot date of 31<sup>st</sup> March 2020 by 5 October 2021.

**1. Introduction**

- 1.1 This report provides a narrative to support the Borough Council’s gender pay data as at the snapshot date of 31<sup>st</sup> March 2020.
- 1.2 The “gender pay gap” is the difference between the average (mean and median) pay of men and woman, expressed as a percentage. This is different to “equal pay”, which is concerned with pay differences between men and women who carry out the same or similar jobs or work of equal value.

**2. Background**

- 2.1 From April 2017 the Equality Act 2010 (Specific Duties and Public Authorities) Regulations require “relevant employers” to publish, on an annual basis, six ‘pay metrics’.
- 2.2 The regulations require the Borough Council to calculate these six metrics in a prescribed way, and to report the results on its website and to the Government Equality Office.
- 1.3 The six pay metrics are as follows. A definition of each metric is provided in Appendix 1:
1. Mean gender pay gap
  2. Median gender pay gap
  3. Mean gender bonus pay gap
  4. Mean gender bonus gap
  5. Proportion of male and female relevant employees who received bonus pay

6. Proportion of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands
- 2.4 The Borough Council, as a public body, is a “relevant employer” as the organisation employs 250 or more employee on the snapshot date.
- 2.5 It is a requirement that gender pay information be published on the organisation’s web-site and Government Equalities Office website by 31<sup>st</sup> March each year. Therefore the information captured on the snapshot date of 31<sup>st</sup> March 2020 (which relates to the 2019/20 year) should have been by 31<sup>st</sup> March 2020. However, due to the impact of impact of Coronavirus (COVID-19), the Equality and Human Rights Commission (EHRC) announced that enforcement of gender pay gap reporting for the 20/21 reporting year (which used a snapshot date of 31<sup>st</sup> March 2020) would not begin until 5 October 2021. Therefore the requirement is to produce and report on data from the snapshot date of 31<sup>st</sup> March 2020 by 5 October 2021.
- 2.6 Salary data will be based on the snapshot date of 31<sup>st</sup> March. Bonus data will be based on all bonus payments made in the 12 months up to and including the snapshot date of 31<sup>st</sup> March.
- 2.7 This report will be presented to the Council’s Management Team on an annual basis prior to publication.

### **3. Key Findings**

Detailed pay data for the snapshot date of 31<sup>st</sup> March 2020 is provided in Appendix 2. A comparison between the data on 31<sup>st</sup> March 2018, 31<sup>st</sup> March 2019 and 31<sup>st</sup> March 2020 is shown in Appendix 3. The key findings are as follows:

- 3.1 Mean gender pay gap - The mean hourly rate for males during the 2019/20 year was -0.1%, compared to -1.2% in 2018/19 and 2.1% in 2017/18. This shows that the mean hourly rate for males is now 1 pence less than the mean hourly rate for females (i.e. on average, the hourly rate for female employees is 1 pence greater than the hourly rate of male employees).
- 3.2 Median gender pay gap – The median hourly rate for males during the 2019/20 year was -7.5% compared to -6.1% in 2018/19 and -5.1% in 2017/18. This shows that the median hourly rate for males remains less than for the median hourly rate for females and in fact, the gap has increased between by 1.4% (£0.87) between 2018/19 and 2019/20.

- 3.3 The Borough Council does not award bonus payments but believes that the lump sum payments made as part of its performance management scheme would be classed as a bonus payment in accordance with the definitions with the regulations (as it is remuneration relating to performance). Information on PrP lump sum payments has been used to calculate the bonus pay gap as follows:

Mean gender bonus pay gap – The mean gender bonus pay for males for 2019/20 is 37.7% compared to 24.6% in 2018/19 and 18.3% in 2017/18. This means that the mean bonus pay for males remains higher than the mean bonus pay for females and that the gap has increased.

Median gender bonus pay gap – The median gender bonus pay for males is 58.10% for 2019/20 compared with 0% (i.e. the mean bonus pay for males is the same as the mean bonus pay for females) in the past two years.

- 3.4 7.6% of males and 5.9% of females received a bonus payment in 2019/20, compared to 11.5% of males and 14.5% of females during 2018/19.
- 3.5 The Borough Council employs more females than males. The composition of the workforce by gender for the past three years has remained fairly static:

Year	Male Employees	Female Employees
2018	227 47.5%	251 52.5%
2019	241 48.9%	252 51.1%
2020	245 48.1%	264 51.9%

#### **4. Assessment of Findings**

- 4.1 Generally it is expected that organisations will have a positive percentage figure for the calculations for mean and median hourly pay and mean and median bonus pay, as typically female employees have lower pay and bonuses than male employees.
- 4.2 The Borough Council's data for 2019/20 shows that, for the third year in succession, there is negative mean and median gender pay gap meaning that based on an assessment of both mean and median earnings females earn an hourly rate that is greater than that earned by males.

4.3 The most current data available from the Local Government Association, produced using gender pay data submitted by local authorities for 2018, reported that:

- the mean gender pay gap in local government was 6.8%
- the median gender pay gap was 5%
- 66% of local authorities paid men more than women

and that across the whole economy:

- the mean gender pay gap was 12%
- the median gender pay gap was 9.7%
- 78% of all organisations paid men more than women

Therefore the Borough Council's data compares favourably to this data, although of course noting that the information provided above is two years out of date.

4.4 The negative percentage figure reported by the Council for median pay is unusual. Typically this result is found where there are a large number of employees paid on the same pay grade and/same hourly rate. An action from previous year's gender pay gap analysis has been to establish if there was any service which particularly contributed to the results reported and this has confirmed that the Borough Council's figures are heavily influenced by the Public Open Space team, comprising of employees working in street cleansing and grounds maintenance services.

4.6 As the Borough Council's 'bonus payments' are unique to its own performance management scheme, and there is no information available as to what constitutes the bonus payments paid by other employers, it is not relevant to compare the Borough Council's mean and median gender bonus pay gaps to those of other organisations. We know that the results for this indicator are influenced by long serving employees who have reached the top of their pay grade, and understand the factors which contribute to this profile. Over time, this will change, but only through employee turnover, so the data for this indicator is not something that the Council can influence.

4.7 The Council's overall profile is that 48.1% of employees are males and 51.9% are females. The proportion of male and female full-pay relevant employees in each quartile pay band is broadly similar. It should be noted that the opportunity to change the distribution of males and females in each quartile, particularly of females in the upper quartile, will be dependent on relevant vacancies arising, and female applicants being identified as the most suitable candidate as a result of standard recruitment and selection procedures.

## **5. Actions Arising from Findings**

By the time the Borough Council's gender pay data based on the snapshot date of 31<sup>st</sup> March 2020 was analysed the country had been significantly impacted by the COVID-19 pandemic. Because of the key role the Council has undertaken in responding to the pandemic there has been a corresponding impact on the ability to progress any actions identified as a result of this analysis. Actions will be progressed once operations return to normal and will form part of an action plan produced for the 2022/23 year (which will be reported in the Gender Pay statement for the snapshot date of 5<sup>th</sup> April 2021).

In the meantime, the profile of Borough Council's workforce will evolve as job opportunities arise either through turnover or the creation of new opportunities. The Council has ensured the use of structured interviews in all recruitment and promotion interviews for many years. In addition, wherever possible the Personnel team has actively encouraged, and worked with, Managers to include the use of task based assessments as part of a recruitment and selection process. Job vacancies are usually advertised with a salary range and we monitor recruitment, selection and reward processes. All these steps are recommended best practice to ensure fair and transparent recruitment and selection processes. The Council also has an equalities working group which considers best practice in all areas of equalities.

## **6. Conclusions**

The Council is committed to providing equality of opportunity as an employer and is pleased that its mean and median gender pay gaps on the snapshot date of 31<sup>st</sup> March 2020 compare favourably to previous years and to available data showing national averages in 2018.

This analysis of the Council's gender pay gap data does not identify any particular areas of concern. The figures as at 31<sup>st</sup> March 2020 represent an improvement in the data reported on 31<sup>st</sup> March 2019. Turnover within the organisation is relatively low, and therefore changes are incremental as leavers are replaced by new employees.

Our recruitment, selection, appointment and reward process are well embedded within the organisation and consistently applied, contributing to the achievement of the data outlined in this report. Continued application of these procedures, with further developments and enhancements where identified, will enable this position to be maintained, and further improved, going forward.

## Appendix 1

### Definition of the Six Pay Metrics

The regulations require a relevant employer to publish six 'pay metrics':

1. **Mean gender pay gap** – the difference between the mean hour rate of pay of male full-pay relevant employees and that of female full-pay relevant employees, expressed as a percentage of the male mean
2. **Median gender pay gap** – the difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees, expressed as a percentage of the male median
3. **Mean gender bonus pay gap** – the difference between the mean bonus pay paid to male relevant employees and that of female relevant employees, expressed as a percentage of the male mean
4. **Median gender bonus pay gap** – the difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees, expressed as a percentage of the male median
5. Proportion of male and female relevant employees **who received bonus pay** – comparing metrics 4 and 5 will indicate how much more likely it is for male/female employees to receive bonus payments
6. Proportion of male and female full-pay **relevant employees in the lower, lower middle, upper middle and upper quartile pay bands** (NB. The quartile bands are calculated by dividing the workforce into four equal parts, not, for example, using an organisation's pay grades)

## **Appendix 2**

### **Gender Pay Gap Statement 2020 - Detailed Pay Data**

Salary information based on snapshot date of 31<sup>st</sup> March 2020

Bonus information based on 12 months up to and including snapshot date.

<b>Gender Pay Gap</b>	<b>Mean Gross Hourly Pay</b>	<b>Median Gross Hourly Pay</b>
Males	£14.01	£11.62
Females	£14.02	£12.49
% Difference	-0.1%	-7.5%

<b>Gender Bonus Pay Gap</b>	<b>Mean Gross Bonus Pay</b>	<b>Median Gross Bonus Pay</b>
Males	£437.55	£172.06
Females	£272.49	£72.12
% Difference	37.7%	58.10%

<b>Proportion of Employees Paid Bonus Pay</b>	
Males	7.6%
Females	5.9%

<b>Quartile Data</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
Lower	77 60.2%	51 39.8%	128
Middle Lower	56 44.1%	71 55.9%	127
Middle Upper	45 35.4%	82 64.6%	127
Upper	67 52.8%	60 47.2	127
Total	245	264	509

## **Appendix 3**

### **Gender Pay Gap - Pay Data for 2018, 2019 and 2020**

Salary information based on snapshot dates of 31<sup>st</sup> March 2018, 31<sup>st</sup> March 2019 and 31<sup>st</sup> March 2020

Bonus information based on 12 months up to and including snapshot date.

<b>Gender Pay Gap</b>	Mean Gross Hourly Pay			Median Gross Hourly Pay		
	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Males	£14.01	£13.51	£13.50	£11.62	£11.59	£11.37
Females	£14.02	£13.67	£13.21	£12.49	£12.30	£11.95
% Difference	-0.1%	-1.2%	2.1%	-7.5%	-6.1%	-5.1%

<b>Gender Bonus Pay Gap</b>	Mean Gross Bonus Pay			Median Gross Bonus Pay		
	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Males	£437.55	£377.01	£353.58	£172.06	£145.44	£138.58
Females	£272.49	£284.21	£288.75	£72.12	£145.44	£138.58
% Difference	37.7%	24.6%	18.3%	58.10%	0%	0%

<b>Proportion of Employees Paid Bonus Pay</b>			
	<b>2020</b>	<b>2019</b>	<b>2018</b>
Males	7.6%	11.5%	5%
Females	5.9%	14.5%	5.2%



Quartile Data	Male			Female			Total		
	2020	2019	2018	2020	2019	2018	2020	2019	2018
Lower	77 60.2%	73 58.9%	66 55%	51 39.8%	51 41.1%	54 45%	128	124	120
Middle Lower	56 44.1%	55 44.7%	54 45%	71 55.9%	68 55.3%	66 55%	127	123	120
Middle Upper	45 35.4%	49 39.8%	46 38.7%	82 64.6%	74 60.2%	73 61.3%	127	123	119
Upper	67 52.8%	64 52%	61 51.3%	60 47.2%	59 48%	58 48.7%	127	123	119
Total	245 48.1%	241 48.9%	227 47.5%	264 51.9%	252 51.1%	251 52.5%	509	493	479