

TONBRIDGE & MALLING BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

28 January 2019

Report of the Director of Central Services

Part 1- Public

Matters for Information

1 GENDER PAY GAP REPORT 2017 – 2018

This report summarises the legislative context for gender pay gap reporting, and incorporates the outcomes of the Council's gender pay gap analysis for 2017/18.

1.1 Gender Pay Gap Reporting 2018

- 1.1.1 The gender pay gap obligations have been introduced alongside the existing requirements for specified public bodies, including publishing annual information to demonstrate compliance under the Public Sector Equality Duty (PSED) and publishing equality objectives every four years.
- 1.1.2 The Mandatory Gender Pay Gap Reporting requires that organisations should capture data as a snapshot on 5 April and then publish their findings no later than 4 April of the following year. It is similarly required that the data on their websites is maintained for three years in order to show progress made.
- 1.1.3 The Equality and Human Rights Commission defines the difference between equal pay and the gender pay gap as follows:
 1. Equal pay means that men and women in the same employment performing equal work must receive equal pay, as set out in the Equality Act 2010.
 2. The gender pay gap is a measure of the difference between men's and women's average earnings across an organisation or the labour market. It is expressed as a percentage of men's earnings.
- 1.1.4 Salaries at TMBC are determined through a grading system which evaluates the job and not the post holder. It makes no reference to gender or any other personal characteristics of existing or potential job holders. Therefore, we are confident that TMBC is paying the same salary to roles of equal value.

The data in section 1:2 below represents the gender pay gap snapshot data for TMBC as at April 2018 and is presented as required by the regulations. For comparison purposes, last year's data is included.

This information will be updated annually.

1.2 Gender Pay Gap Analysis

1.2.1 Mean gender pay gap in hourly rate as a percentage of men's pay:

2018: 22.63% 2017: 23.9%

Median gender pay gap in hourly rate as a percentage of men's pay:

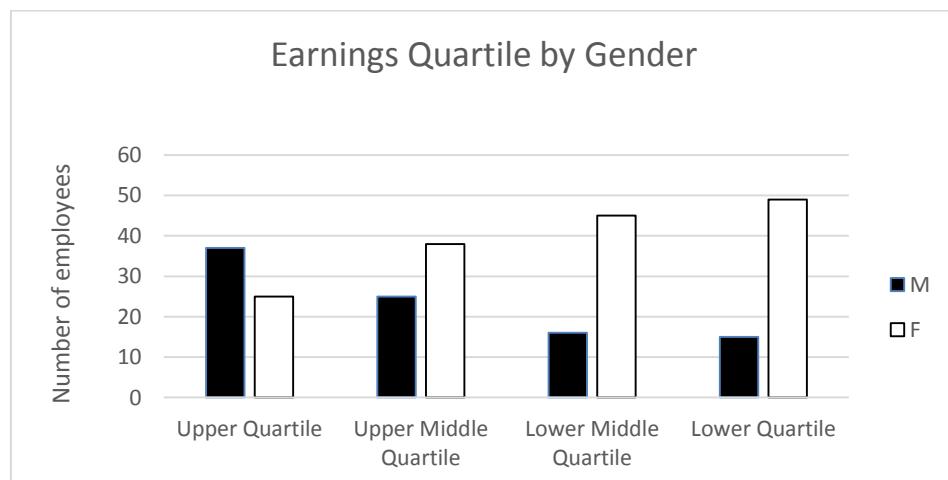
2018: 32.71% 2017: 33.6%

(The requirement to report on differences in bonus payments does not apply since TMBC do not pay bonus payments.

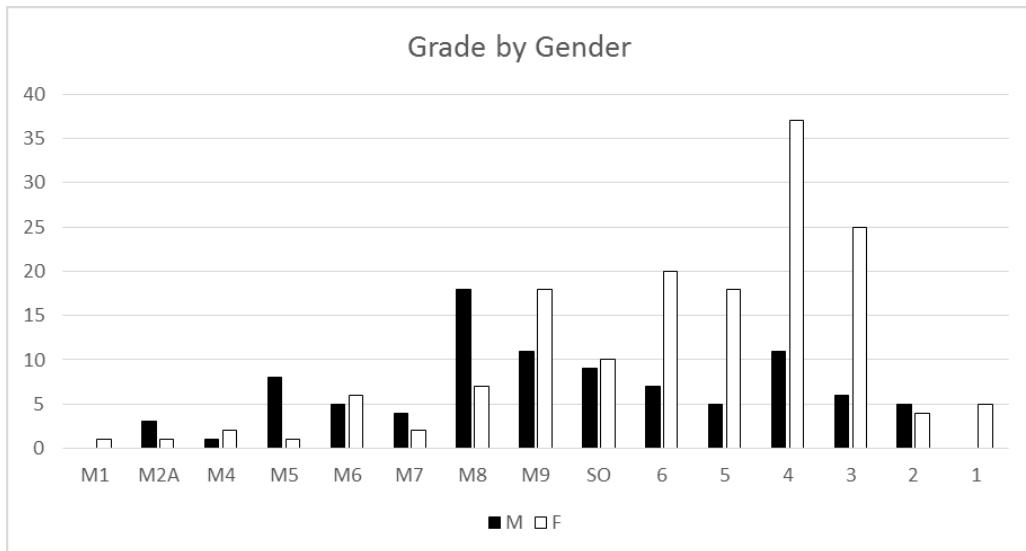
1.2.2	2018	2017
Upper quartile		
Percentage of males in the quartile	59.68%	56.3%
Percentage of females in the quartile	40.32%	43.8%
Upper middle quartile		
Percentage of males in the quartile	39.68%	42.9%
Percentage of females in the quartile	60.32%	57.1%
Lower middle quartile		
Percentage of males in the quartile	25.00%	26.6%
Percentage of females in the quartile	70.31%	73.4%
Lower quartile		
Percentage of males in the quartile	23.81%	19.0%
Percentage of females in the quartile	77.78%	81.0%

1.3 Actions to try to address the Gender Pay Gap 2018

- 1.3.1 As can be seen from the graphs below, the Lower Middle and Lower Earnings Quartiles show the largest disparity between the number of women (higher) and men (lower).



- 1.3.2 This is further demonstrated by the graph below which highlights the particularly disparity in grades 3 to 6. In brief, it would appear that women are more likely to apply for, be appointed to, and remain in lower graded posts.



- 1.3.3 The Government Equalities Office have published guidance for employers on “Reducing the gender pay gap and improving gender equality in organisations”. In brief the guidance offered suggests the following actions.
1. Include multiple women in shortlists for recruitment and promotion.
 2. Use skills-based assessment tasks in recruitment.
 3. Use structured interviews for recruitment and promotion.
 4. Encourage salary negotiation by showing salary ranges.
 5. Introduce transparency to promotion, pay and reward processes.
 6. Appoint diversity managers and/or diversity task force.
 7. Improve workplace flexibility for men and women.
 8. Encourage the uptake of Shared Parental Leave.
 9. Recruit returners.
 10. Offer mentoring and sponsorship.
 11. Offer networking programmes.
 12. Set internal targets.

- 1.3.4 Whilst the majority of these actions are being observed to a greater or lesser extent at TMBC, the Council’s gender gap profile suggests that it is the lack of men in lower graded jobs that is the cause of the extent of the gap. TMBC have

contracted out several services (e.g. refuse, street cleansing, leisure centres) where there are often lower paid jobs filled by men in the majority, which goes some way to explain why TMBC's pay gap is higher than some comparative councils.

- 1.3.5 It is therefore proposed to action the following to attempt to attract more men to apply for lower graded roles.

1. To review the job titles used at recruitment to ensure gender neutrality and/or to overcome the bias of tradition. For example, the title "Assistant" might be replaced by "Advisor". Likewise a younger candidate may wonder at the military tone of "Officer" and may recognise and be more amenable to "Associate" or "Agent" for example. It is proposed to review job titles as a part of future recruitment processes. Any new title would not be imposed on existing staff and indeed, once recruited, a new employee may prefer the job title to revert to that of their colleagues. Likewise, existing staff may wish to have their job title changed to the new title.

2. To try to ensure that recruitment literature for jobs in the 2 lower quartiles is written in such a way to attract male, as well as female, applicants.

- 1.3.6 In terms of the 2 Upper Quartiles where there is less of a disparity in the gender pay gap it will be important to try to maintain balance going forward. Particularly in the Upper Quartile, there should be efforts to encourage women candidates to apply for vacancies for these roles.

1.4 Legal Implications

- 1.4.1 The data included in this report has been calculated and presented according to the requirements of The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

1.5 Financial and Value for Money Considerations

- 1.5.1 The regulations also require those authorities that award bonuses to publish the mean and median gender bonus gaps and the proportion of men and women who receive bonuses. There is no record of such gaps in the above tables as this Council does not operate a performance related or total contribution pay scheme, and therefore does not award bonuses to staff.

1.6 Risk Assessment

- 1.6.1 The Council's grading structure is such that in most pay grades there are a maximum of 4 increments; which assists with internal equity.
- 1.6.2 The Council supports flexible working, for both men and women, such as job-sharing, part time working, and flexible retirement.

1.7 Recommendations

- 1.7.1 The Committee is commended to note the outcomes of the gender pay gap analysis as reported in Section 1:2 of this report.

Background papers: contact: Charlie Steel

Nil

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