

# **Royal Borough Windsor & Maidenhead**

## **Gender pay gap**

**March 2024**

## **Our Values:**

Humility

Empower

Respect

One team

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### Frequently used acronyms

RBWM – Royal Borough of Windsor and Maidenhead

## 1 INTRODUCTION

- 1.1 Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, employers with 250 or more employees are required to publish statutory gender pay gap indicators every year. The data is updated annually and is a snapshot of the workforce as at 31 March each year, which then must be published by 30 March the following year. For the council this information excludes schools, who are required to publish their own data where their workforce exceeds 250 employees. Only Manor Green School currently meets this requirement.
- 1.2 The gender pay gap is not about equal pay for men and women. The council pays men and women on the same grade based on their job role being assessed as being of equal value. We do this via a job evaluation scheme. The gender pay gap compares the hourly pay of all men and all women in the council.
- 1.3 Reasons for the size of the gap vary between organisations, but generally across all organisations they can be accounted for on the basis that:
- Men are often more highly represented in senior positions.
  - More women than men work part time and part time work tends to be more prevalent at lower levels in organisations.
  - More women than men take career breaks, which can impact on their progression or later career choices.
  - Local authorities have a wide range of services and professions, however many of the lower paid functions tend to be dominated by women e.g., administration, customer services etc.
- 1.4 The introduction of the gender pay gap reporting requirement aims to encourage organisations to address these imbalances.
- 1.5 In calculating the council's gender pay gap data, we have applied the definitions and criteria set out in the regulations.

## 2 GENDER PAY GAP INDICATORS

- 2.1 RBWM is required to publish the following information:
- Median gender pay gap
  - Mean gender pay gap
  - Median performance pay gap
  - Mean performance pay gap
  - Proportion of males and females receiving a performance payment
  - Proportion of males and females in each pay quartile.
- 2.2 To help understand the indicators, they are described below in Table 1.

**Table 1: Indicators**

<b>Indicator</b>	<b>Description</b>
Median gender pay gap	The difference between the middle value of the hourly rate for men (when ordered from lowest to highest) and the middle value for women, expressed as a percentage of the median hourly rate for men.
Mean gender pay gap	The difference between the average hourly rate for men and the average for women, expressed as a percentage of the average hourly rate for men.
Median performance pay gap	The difference between the middle value of performance payment for men (when ordered from lowest to highest) and the middle value for women, expressed as a percentage of the median performance payment for men.
Mean performance pay gap	The difference between the average performance payment for men and the average for women, expressed as a percentage of the average performance payment for men.
Proportion of males and females receiving a performance payment	The percentage of men and the percentage of women who received a performance payment.
Proportion of males and females in each pay quartile	The percentage of men and women in each quartile (25%) of the pay structure. This is calculated by listing all the individual hourly rates, lowest to highest and dividing them into 4 equal groups called: upper, upper middle, lower middle and lower.

- 2.3 The council's mean and median gender pay gaps are shown in Table 2 and compared to the national and public sector figures from the ONS April 2022 Annual Earnings and Hours Survey.

**Table 2: RBWM mean and median gender pay gap compared to the national**

<b>Group</b>	<b>% gap mean 2023</b>	<b>% gap median 2023</b>
The council	9.6	14
National - all employees April 23	13.2	14.3
Public sector April 23	11.5	14

- 2.4 This shows that the gender pay gaps at the council remains below the national and public sector pay gaps. Refer to Appendix A for year-on-year comparisons.

2.5 Table 3 compares the council's Gender Pay Gap with other councils in Berkshire.

**Table 3: Gender pay gap for Berkshire councils 2022**

Council	% mean gap	% median gap
Bracknell	19.7	21.7
Reading	0.1	3
Slough	0.7	0
West Berkshire	15.5	10.4
Windsor and Maidenhead	7.8	11.2
Wokingham	14.1	15.6

**The data for 2023 will not be available until after the final reporting date of 30 March 2024.**

2.6 The gender pay gap for performance payments are shown in Table 4. Table 5 shows the proportion of men and women receiving performance payments. Under the Regulations any payment that is connected to an employee's performance is included in this measure, however this is really intended to cover regular performance payments that are contractual e.g., bonuses. In the case of the council there is provision to reward for a one-off exceptional piece of work via an Instant Reward, which is included in this measure and 44 of these payments were made in 2022/23., many linked to activities associated with the Queen's funeral. The scheme provides for one off payments of up to £1,000, although in this period £200-250 was the most typical payment.

**Table 4: Performance payments gender pay gap**

Indicator	Percentage gap - actual payments 2023
The mean performance gender pay gap	-38.5
The median performance gender pay gap	-13.3

**Table 5: Proportion of men and women receiving a performance payment**

Indicator	Female 2023	Male 2023
The proportion of males and females receiving a performance payment	5.8%	12.2%

Table 6 sets out the proportion of men and women in each pay quartile.

**Table 6: Pay quartiles**

Indicator		Female 2023	Male 2023
The proportion of males and females in each quartile pay band	<b>Quartile</b>		
	Upper	47.33	52.67
	Upper middle	58.02	41.98
	Lower middle	64.89	35.11
	Lower	66.67	33.33

### Reasons for the changes from 2022 to 2023

- 2.7 The mean percentage pay gap has increased from 7.8% to 9.6%

The increase in the mean percentage pay gap is most likely a reflection of the increase in the proportion of females in the lower quartile from 64.9% to 66.67% and the increase in the lower middle quartile from 61.1 to 64.89 as well as the departure of two female Executive Directors just before the calculation date, who were replaced by females but not until after 1 April 2023.

- 2.8 As a relatively small organisation we are aware of our limitations when it comes to career advancement and promotion opportunities. We also know that in the wider economy older employees have opted out of work and taken the opportunity to retire early. Whilst there is no evidence at the council, we also know from national surveys that many older women struggle with menopause symptoms and are opting out of working and younger workers (under 30) are more likely to leave jobs citing mental health as an issue. The council has done a lot of work on improving our wellbeing support including introducing Wellbeing Advocates (Mental Health First Aiders), integrating wellbeing discussions in -1 meetings, and developing guidance to support both menopause and mental health in the workplace.

## 3 ACTION TO REDUCE THE GENDER PAY GAP

- 3.1 The council already has in place policies that may encourage more women to join and remain with the council at all levels. These policies work equally well for all council staff. These include:
- A wide range of flexible working patterns including term time only and home working.
  - Family friendly benefits such as buying additional leave.
- 3.2 The council's current gender pay gap is less than the national figure, however there is more that could be done to improve the opportunities for women at the council. The following actions were identified:
- Review the pay profile within the pay grades to identify any pay inequalities.



- Undertake unconscious bias training for managers to raise awareness of gender issues.
- Promote family friendly policies and evaluate the take up of those policies. Determine what action should be taken, if any, to further encourage the take up of these policies.
- Women and particularly those working part time, will be encouraged to participate in any personal development programmes.

### 3.3 We have undertaken the following:

- Reviewed the gender pay gap within pay grades, which may be considered a truer indicator of the difference in pay between men and women.
- This identified that for three out of 14 grades, women are paid slightly more than men. Where there are pay gaps in favour of men, they are relatively small and below the overall mean pay gap of 9.6. The most significant gap (mean pay gap 16.9) is within the senior leadership team.
- In looking at the pay gap for senior grades (Grades 10 -13), we have identified that women on average have 2 years less service with the council and are on average 1 year younger than men. This could account for the generally small differences in pay. It is however a positive message as it suggests that women are obtaining more senior roles at a slightly younger age.
- Continued to promote the council's family friendly policies and regularly remind our employees our flexible working policies via our Wellbeing Bulletin.
- We undertook a survey of senior managers regarding the facilitation of more flexible and part time working at senior levels (Grade 10 and above). This resulted in the development of a Working Well Charter (launched in mid-2023)
- The council appreciates the importance of utilising apprentices and offering apprenticeships as an opportunity for current staff to develop and also for those entering employment. Currently apprenticeships are offered in a wide range of specialisms including management, Human Resources and Finance. Currently 91% of those colleagues on apprenticeships are female. Part-time colleagues are encouraged to undertake apprenticeships and additional support is offered to line managers to manage this with reasonable expectations of the staff member. Currently, all those undertaking apprenticeships are working full time.
- Made Equality and Diversity and Unconscious Bias training mandatory for managers and all staff.
- We have undertaken an exercise to update our workforce data to include all the protected characteristics and will produce an updated workforce profile, which will inform HR policy development.
- In the autumn of 2020, we established an employee led Equality, Diversity and Inclusion Network and appointed an Equalities and Community Engagement Officer.
- In 2020, RBWM HR joined the local Integrated Care System HR Group, which co-operates on a range of common HR initiatives including equality and diversity.



- Since the end of the pandemic we have continued to operate flexibility in working arrangements that meet the needs of the employee and council. In addition, we continue to promote our wellbeing support for staff conscious of the pressures on all staff and carers in particular.

#### 3.4 We will continue to:

- Monitor gender pay by grade.
- Monitor the completion of Equality and Diversity and Unconscious Bias training as part of the mandatory training required of staff.
- Promote family friendly policies and encourage and support more flexible and part time working in more senior roles. A review of the current provision for all types of leave is planned for 2024. This includes additional annual leave entitlement being awarded from the 1 April 2024.
- Promote development opportunities to women.
- Implement priorities and actions identified by the Equality, Diversity and Inclusion Network.
- Continue to ensure that flexible working practices operate to the benefit of the council, our residents and employees and continue to facilitate working from home.
- Promote our wellbeing support including support for carers.
- Promote the council as an employer of choice that offers flexibility and recognises the importance of personal wellbeing to appeal to the widest range of potential employees.



## Appendix A Gender Pay Gap Commentary

Table 1 compares the mean and median pay gaps since 2018 with national and public sector figures from the ONS Annual Earnings and Hours Survey

**Table 1**

Group	% gap mean 2018	% gap median 2018	% gap mean 2019	% gap median 2019	% gap mean 2020	% gap median 2020	% gap mean 2021	% gap median 2021	% gap mean 2022	% gap median 2022	% gap mean 2023	% gap median 2023
The council	7.6	9.1	5	2.6	6	2.6	1.7	2.6	7.8	11.2	9.6	14
National - all employees	17.2	17.8	16.2	17.3	14.9	15.4	14.7	15.1	13.9	14.9	13.2	14.3
Public sector - all employees	17.4	19	15.7	16.8	14.8	18	14.6	17.3	13.6	15.9	11.5	14

Table 2 compares the mean and median Gender Pay Gaps for performance payments (Instant Rewards) since 2018

**Table 2**

Indicator	Percentage gap - actual payments 2018	Percentage gap - actual payments 2019	Percentage gap – actual payments 2020	Percentage gap – actual payments 2021	Percentage gap – actual payments 2022	Percentage gap – actual payments 2023
The mean performance payment gender pay gap	-12.45	31.2	10	-21	0.1	-38.5
The median performance payment gender pay gap	0	50	-50	-24.4	0.0	-13.3



Table 3 sets out the percentage of men and women receiving a performance payment (Instant Reward) since 2018

**Table 3**

Indicator	Female 2018	Male 2018	Female 2019	Male 2019	Female 2020	Male 2020	Female 2021	Male 2021	Female 2022	Male 2022	Female 2023	Male 2023
The % of males and females receiving a performance payment	5.79	9.39	5.3	5.7	1.8	1.4	14.4	4.2	19.2	18.5	5.8	12.2

Table 4 sets out the proportion of males and females in each pay quartile

**Table 4**

<b>Indicator</b>	<b>Quartile</b>	<b>Female 2018</b>	<b>Male 2018</b>	<b>Female 2019</b>	<b>Male 2019</b>	<b>Female 2020</b>	<b>Male 2020</b>	<b>Female 2021</b>	<b>Male 2021</b>	<b>Female 2022</b>	<b>Male 2022</b>	<b>Female 2023</b>	<b>Male 2023</b>
The % of males and females in each quartile pay band	Upper	60.14	39.86	63.4	36.6	56.6	43.4	60	40	47.3	52.7	47.33	52.67
	Upper middle	60.14	39.86	59.5	40.5	55.9	44.1	57	43	61.8	38.2	58.02	41.98
	Lower middle	68.24	31.76	66.4	33.6	64.7	35.3	62	38	61.1	38.9	64.89	35.11
	Lower	67.79	32.21	67.1	32.9	65.9	34.1	66	34	64.9	35.1	66.67	33.33

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Document Name	Gender pay gap 2023 - commentary		
Document Author	Karin Zussman-Ward, HR		
Document owner	Karin Zussman-Ward, HR		
Accessibility	Open		
File location	Council website		
Destruction date			
How this document was created	Version 1	March 2018	
	Version 2	March 2019	
	Version 3	March 2020	
	Version 4	March 2021	
	Version 5	March 2022	
	Version 6	March 2023	
	Version 7	March 2024	
Circulation restrictions	None		

Review date	January 2025
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