

# **Royal Borough Windsor & Maidenhead**

## **Gender pay gap**

**March 2021**

**“Building a borough for everyone – where residents and businesses grow, with opportunities for all”**

**Our vision is underpinned by six priorities:**

*Healthy, skilled and independent residents*

*Growing economy, affordable housing*

*Safe and vibrant communities*

*Attractive and well-connected borough*

*An excellent customer experience*

*Well-managed resources delivering value for money*

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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. This is the Council's third year of publication. The data is updated annually and is a snapshot of the workforce as at 31 March each year, which is always 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 In early 2020 the Government announced that the publication of the 2019 data due by 31 March 2020 was suspended due to the COVID-19 pandemic. The Council had already published its data for 2019 by the time this announcement was made. As a result of this suspension only half of the organisations due to report did so by 31 March 2020.
- 1.3 The Government has announced that the 2020 data due to be published by 31 March 2021 will go ahead as planned.
- 1.4 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.
- 1.5 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 tend to hold more senior positions.
  - Women tend to work part time and part time work tends to be more prevalent at lower levels in organisations.
  - Women tend to 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, care, customer services etc.
- 1.6 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**

Indicator	Description
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 2019 Annual Earnings and Hours Survey (provisional figures), data for 2020 is not currently available.

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

Group	% gap mean 2020	% gap median 2020
The council	6	2.6
National - all employees 2019	16.2	17.3
Public administration - all employees 2019	15.7	16.8

- 2.4 This shows that the gender pay gaps at the Council remains significantly 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 2019**

Council	% mean gap	% median gap
Slough	3.1	-2.8
Windsor and Maidenhead	5	2.6
Reading	5	5.1
Wokingham	15.2	25.8
Bracknell	18.2	22.6
West Berkshire	19.5	17.8

**The data for 2020 will not be available until after 31 March 2021.**

- 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. This reflects the payment of instant reward payments given for one off exceptional pieces of work, 10 payments were made in 2019/2020. The scheme provides for one off payments of up to £1,000, although £250 - £500 are more common. For 2020, whilst the mean payment is higher for men, the median is significantly higher for women.

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

Indicator	Percentage gap - actual payments 2020
The mean performance gender pay gap	10
The median performance gender pay gap	-50

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

Indicator	Female 2020	Male 2020
The proportion of males and females receiving a performance payment	1.8 %	1.4 %

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

**Table 6: Pay quartiles**

Indicator	Quartile	Female 2020	Male 2020
The proportion of males and females in each quartile pay band	Upper	56.6	43.4
	Upper middle	55.9	44.1
	Lower middle	64.7	35.3
	Lower	65.9	34.1

- 2.7 The explanations for the gender pay gaps in the Council are broadly in line with the general reasons that apply to many organisations:
- Women are more prevalent within lower paid roles.
  - 28 percent of the workforce is part time and of those 78 percent are women. Traditionally, as women tend to take the lead with caring responsibilities, they tend to have to work part time.
  - Part time working is less prevalent in more senior grades – nearly 32% of our employees are part time in grades up to Grade 7, but for Grade 8 and above, only 14% of employees work part time. Making part time working opportunities at more senior levels more easily available may help reduce the gender pay gap.

#### **Reasons for the changes from 2019 to 2020**

- 2.8 The mean percentage pay gap has increased slightly from 5% in 2019 to 6% in 2020. The main reason for this is that the Sensory Consortium Service was transferred from the Council to Achieving for Children. This group of staff consisted mainly of teachers, who were mostly women and represented around 10% of the total female workforce. Due to the specialist teaching skills, they were paid at the highest pay level for 'classroom' teachers and also attracted significant additional allowances, which meant that their average hourly rate was around 52% higher than the average hourly rate for women across the whole organisation.

### **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.
  - Family friendly benefits such as buying additional leave.
- 3.2 The Council's current gender pay gap is significantly 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 management development programme.

### 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 eight out of 13 grades, women are paid slightly more than men. Where there are pay gaps in favour of men, they are relatively small.
- In looking at the pay gap for each grade, we have identified that women at the more senior grades on average have less service and are on average slightly younger than men. This would 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 younger age and with fewer years' experience.
- Continued to promote the Council's family friendly policies and in 2019 introduced paid leave for Foster Carers. 28% of our workforce work part time and many others work other forms of flexible working. Our staff are regularly reminded about our flexible working policies via our Wellbeing Bulletin. Consideration will be given to what further action could be taken to facilitate more part time working at more senior levels.
- 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 specialism including management, Human Resources and Finance. Currently 61% 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 Development 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.
- In late 2020 we encouraged staff to participate in a carers' in the workplace survey, co-ordinated by the local ICS Group, to help inform action to support carers in the workforce.



- The COVID-19 pandemic resulted in the majority of Council staff having to work from home. This presented a number of challenges particularly for those with caring responsibilities. Flexibility in working arrangements that met the needs of the employee and Council were facilitated. In addition, we enhanced our wellbeing support for staff conscious of the pressures on all staff and carers in particular.
- Identified the need to investigate how to encourage more flexible working amongst senior staff.

#### 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 part time working in more senior roles
- Promote management development opportunities to women.
- Implement priorities and actions identified by the Equality, Diversity and Inclusion Network.
- Review flexible working practices 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 2017 with national and public sector figures from the ONS Annual Earnings and Hours Survey

**Table 1**

Group	% gap mean 2017	% gap median 2017	% gap mean 2018	% gap median 2018	% gap mean 2019	% gap median 2019	% gap mean 2020	% gap median 2020
The council	7.1	10.2	7.6	9.1	5	2.6	6	2.6
National - all employees	17.4	18.4	17.2	17.8	16.2	17.3	Not available	Not available
Public administration - all employees	17.7	19.4	17.4	19	15.7	16.8	Not available	Not available

Table 2 compares the mean and median Gender Pay Gaps for performance payments (Instant Rewards) since 2017

**Table 2**

Indicator	Percentage gap - actual payments 2017	Percentage gap - actual payments 2018	Percentage gap - actual payments 2019	Percentage gap - actual payments 2020
The mean performance payment gender pay gap	8.1	-12.45	31.2	10
The median performance payment gender pay gap	17.3	0	50	-50

Table 3 sets out the percentage of men and women receiving a performance payment (Instant Reward) since 2017

**Table 3**

Indicator	Female 2017	Male 2017	Female 2018	Male 2018	Female 2019	Male 2019	Female 2020	Male 2020
The % of males and females receiving a performance payment	39.4	40.4	5.79	9.39	5.3	5.7	1.8	1.4

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

**Table 4**

Indicator	Quartile	Female 2017	Male 2017	Female 2018	Male 2018	Female 2019	Male 2019	Female 2020	Male 2020
The % of males and females in each quartile pay band	Upper	63.8	36.2	60.14	39.86	63.4	36.6	65.9	34.1
	Upper middle	69.4	30.6	60.14	39.86	59.5	40.5	64.7	35.3
	Lower middle	71	29	68.24	31.76	66.4	33.6	55.9	44.1
	Lower	71.6	28.4	67.79	32.21	67.1	32.9	56.6	43.4

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