



Hinckley & Bosworth
Borough Council

Gender Pay Gap Report 2018

Background

From 2017 any organisation that employs 250 or more must publish and report specific data about their gender pay gap.

The gender pay gap is not to be confused with equal pay which relates to men and women receiving equal pay for equal work. The council operates a clear policy of paying employees equally for the same or equivalent work regardless of their sex is in place.

As such the council:

- evaluates job roles and pay grades to ensure a fair pay structure
- carries out pay and benefits audits at regular intervals
- provides regular equal pay training for all managers and other staff members who are involved in pay reviews

The Gender Pay Gap is the difference between the average earnings of men and women, expressed relative to men's earnings. Public sector employers are required to publish their Gender Pay Gap information including the **mean, median, bonus and quartile** pay information by 30 March each year based on a snap shot date of the previous 31 March.

The council is required to publish these results which can be accessed via the council's website and on the Government UK website.

We use these results to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels
- how effectively talent is being maximised and rewarded

As a public sector organisation the reporting and assessment of these figures demonstrate our compliance under the Public Sector Equality Duty and forms part of our wider equality requirements under Equality Act 2010.

Our Ethical and Governance and Personnel Committee will monitor the data in this report to assist in ensuring the fair and consistent application of the Council's Policies and Procedures.

Gender Pay Gap Data

The data set out in this report has been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

For Hinckley and Bosworth Borough Council the relevant reporting requirements for the gender pay gap are:

- the mean and median gender pay gap
- the proportion of men and women in each quartile of the pay structure

We do not publish bonus gender pay information as no bonus payments are made.

The overall gender pay gap is defined as the difference between the hourly pay of male and female employees. This has to be reported as a mean and a median figure.

A positive pay gap indicates men are paid more, a negative pay gap indicates that women are paid more.

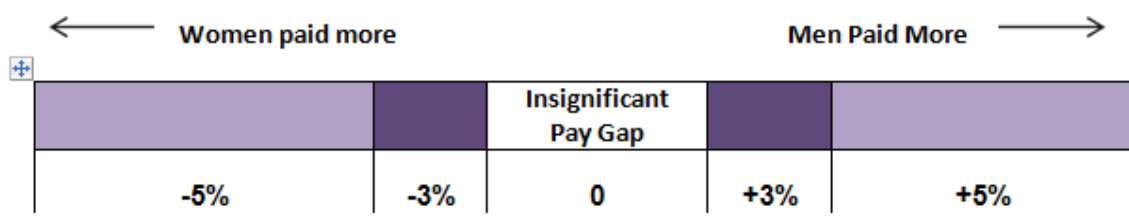
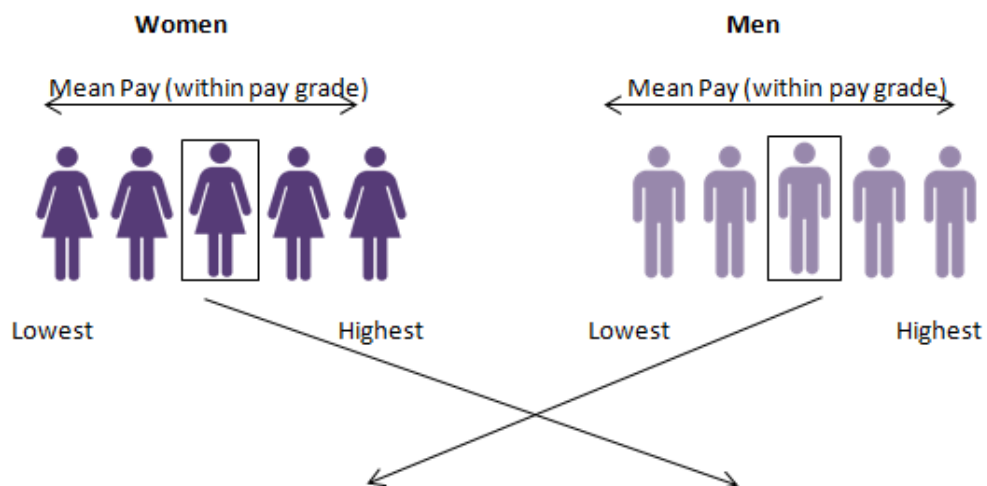


Chart Area

Gender Pay Gap Calculation



$$\text{Gender pay gap median} = \frac{\text{Median pay men} - \text{Median pay women}}{\text{Median pay men}} \times 100$$

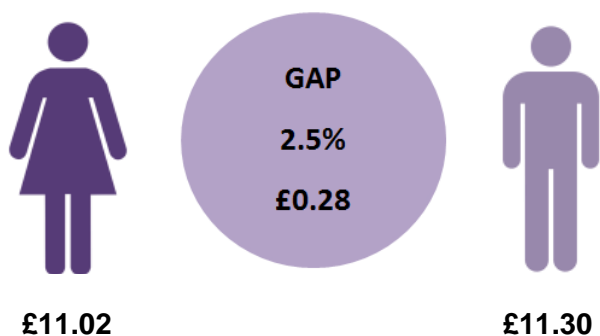
$$\text{Gender pay gap mean} = \frac{\text{Mean pay men} - \text{Mean pay women}}{\text{Mean pay men}} \times 100$$

Gender Pay Gap

This is the council's report for the snapshot date as at 31 March 2018

Median Gender Pay Gap – 31 March 2018

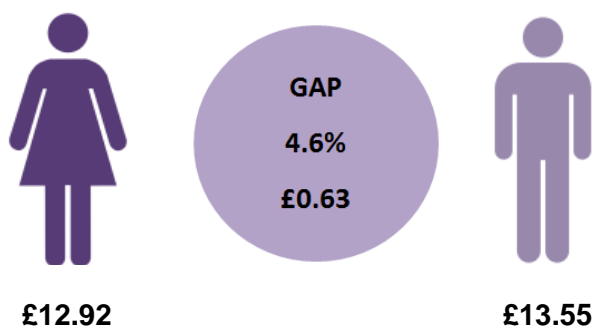
The median gender pay gap for the Council is 2.5 %



Hinckley and Bosworth Gender Pay Gap	Median Hourly Pay 31 March 2017	Median Hourly Pay 31 March 2018
Female	£10.91	£11.02
Male	£10.91	£11.30
Pay Gap	0%	2.5%

Mean Gender Pay Gap – 31 March 2018

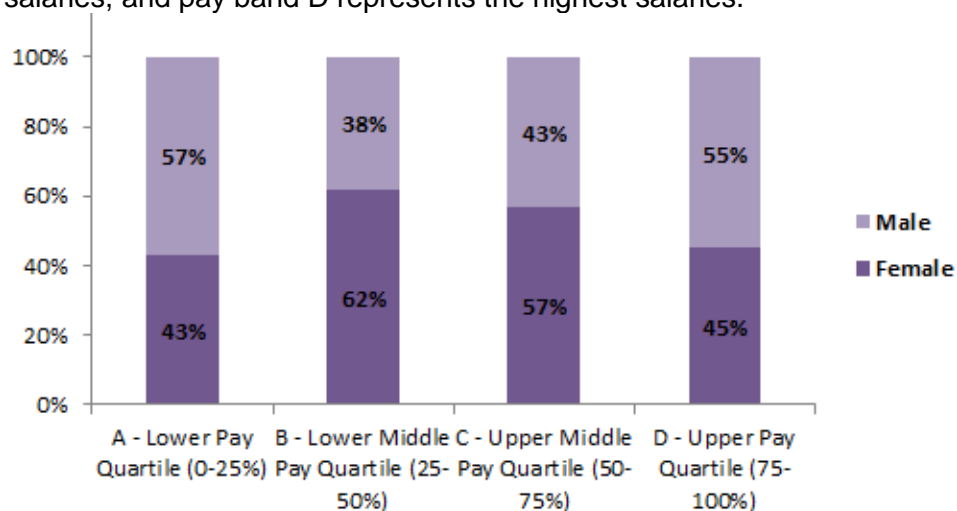
The mean gender pay gap for the Council is 4.6 %



Hinckley and Bosworth Gender Pay Gap	Mean Hourly Pay 31 March 2017	Mean Hourly Pay 31 March 2018
Female	£12.39	£12.92
Male	£12.94	£13.55
Pay Gap	4.3%	4.6%

Hinckley and Bosworth Pay Quartiles by gender at the 31 March 2018

This chart shows the proportion of male and female "full-pay relevant employees" in each of four pay bands, Referred to as quartiles, where pay band A represents the lowest salaries, and pay band D represents the highest salaries.



Gender Pay Gap by Quartiles

BAND	Quartile	Female	Male	Median Pay Gap	Mean Pay Gap
A	Lower Pay Quartile (0-25%)	43%	57%	0	-2.1
B	Lower Middle Pay Quartile (25-50%)	62%	38%	0	-1.5
C	Upper Middle Pay Quartile (50-75%)	57%	43%	0.3	-1.5
D	Upper Pay Quartile (75-100%)	45%	55%	5	5.5

Gender Pay Gap - Workforce Profile

Nationally, Local Government employs over 1.5 million people, 78% of whom are women.



78%



22%

At Hinckley and Bosworth our workforce demographic is more proportional than the national position but still highlights some gender variances in working hours, contract type and occupation that may have an influence on the gender pay gap at the council.

On the 31 March 2018 our employee profile was:

Gender:

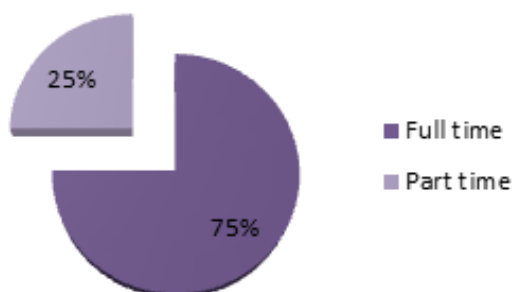


52%



48%

Full time and Part time staff:



Average Weekly Hours (nearest whole number):



32 hours per week



36 hours per week

Full Time Gender Ratio:



Part Time Gender Ratio:



The above data highlights that whilst we have a proportional workforce and high full time working, women work less hours on average (32 hours per week) and in more part time positions (80%).

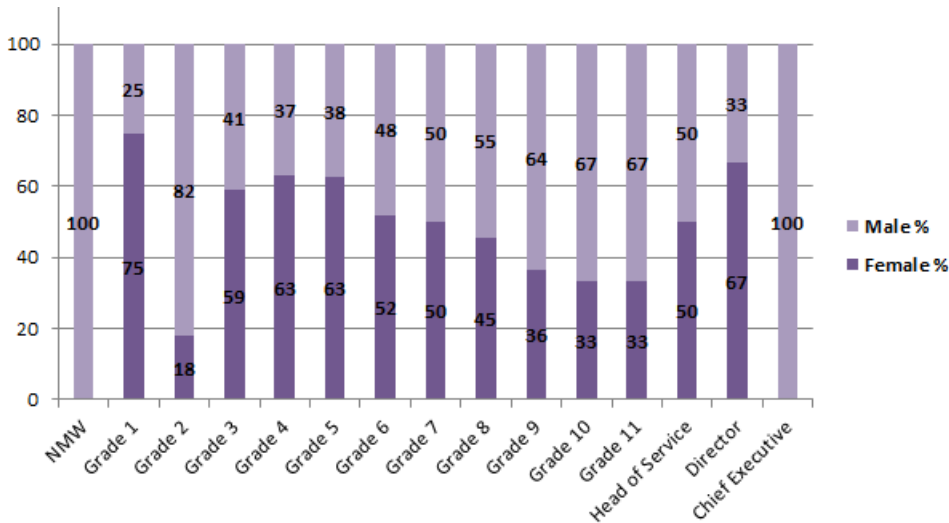
Strategic Leadership Team Gender Ratio:

We have a male chief executive, out of 4 posts in our strategic leadership team, 2 of our Directors are female



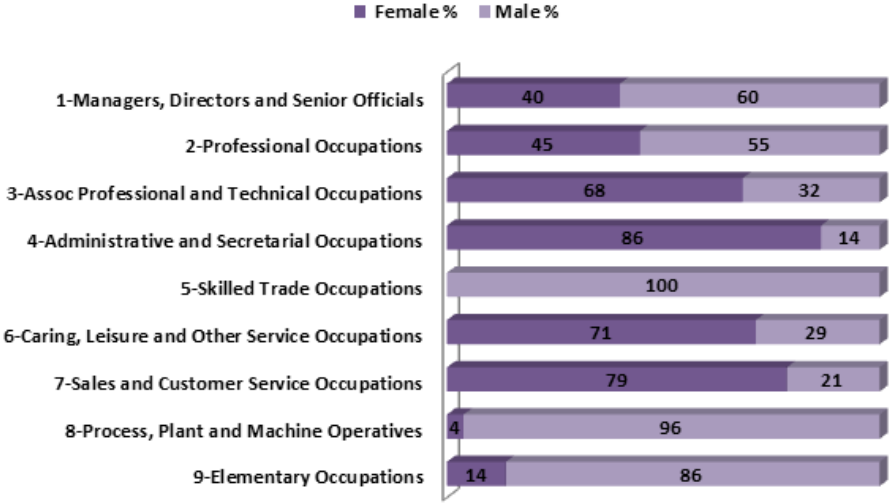
Gender distribution across the workforce by grade

The below highlights a higher proportion of men in in Grades 7 to 11



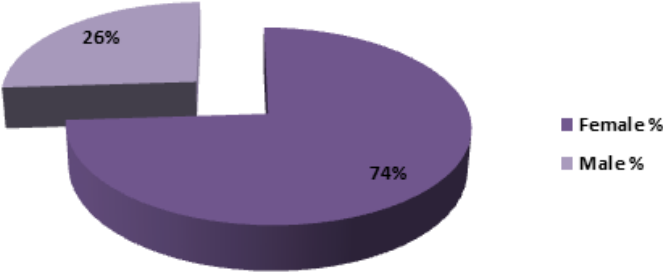
Gender distribution across the workforce by occupational group

The below shows a higher proportion of men employed in manager, professional, skilled trade (electrician, carpentry), process, plant and machine (waste management driver, grounds maintenance) and elementary occupations (refuse loader).



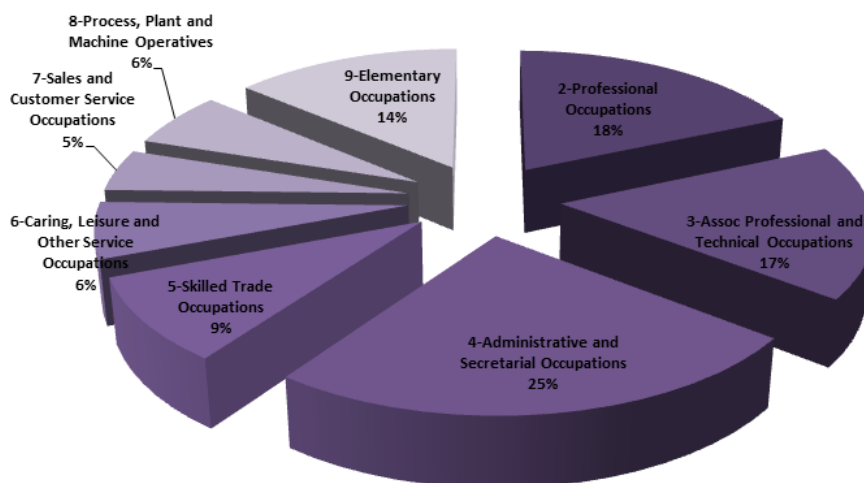
Flexible Working

We have a total of 53 flexible workers, 13% of the workforce, of which 74% are female.



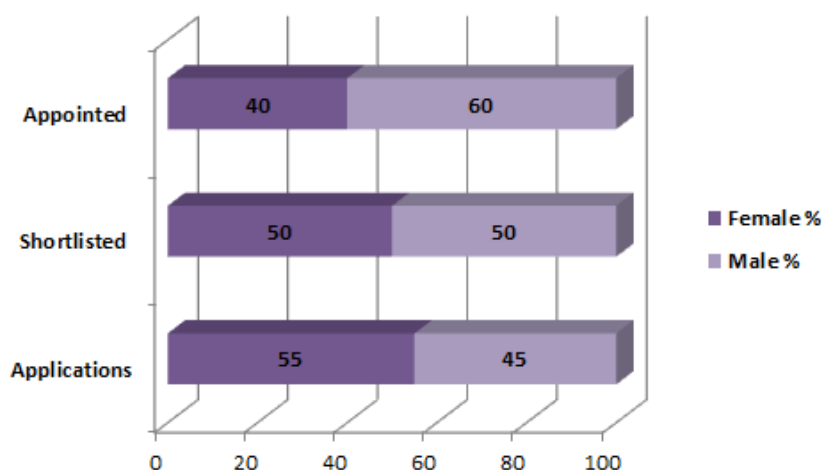
Recruitment campaigns by occupational group

29% of leavers in 2017/18 were across skilled trade, elementary and process, plant and machine operatives which employ more male employees.



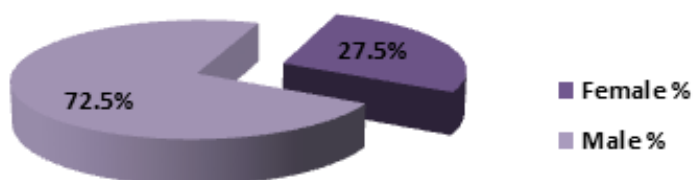
Gender distribution of recruitment applicants in 2017/18

In 2017/18 55% of applicants were female, 50% of shortlisted applicants were female and 40% of appointed applicants. The lower percentage of women appointed to roles however has been influenced by the type of position recruited with 23% of vacancies in skilled trade or elementary occupations which tend to attract more male applicants.



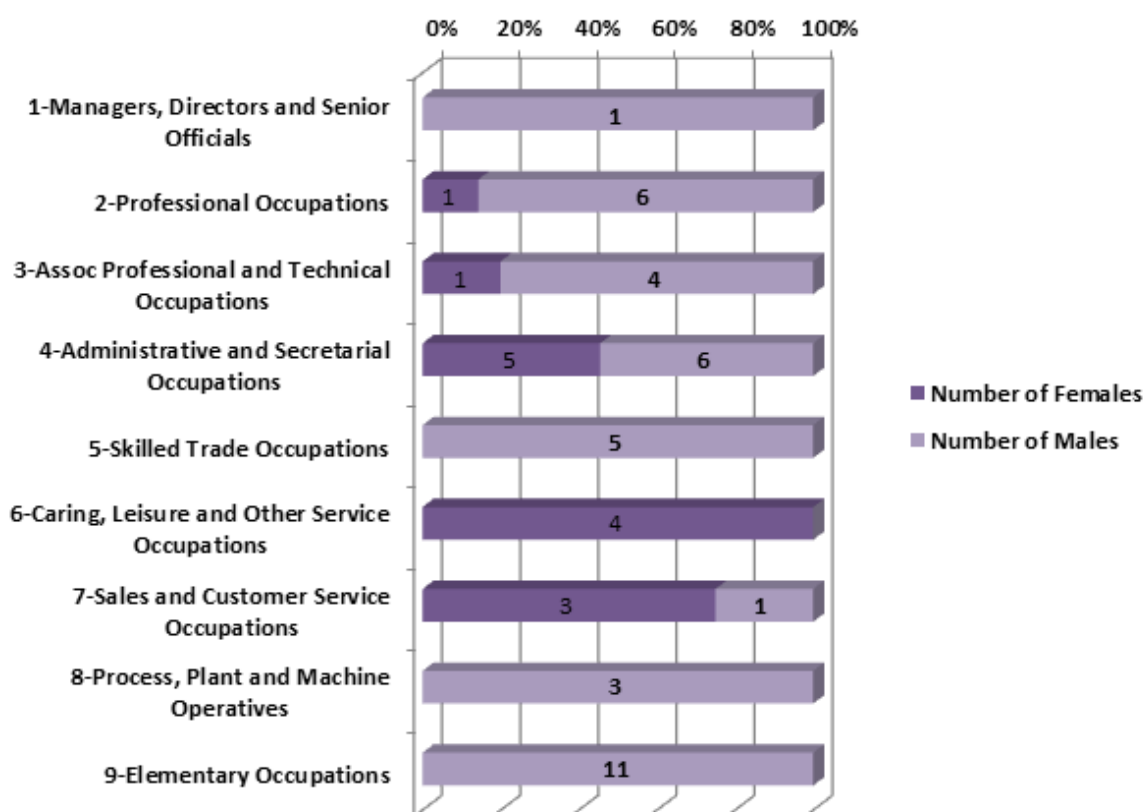
Gender Distribution of Leavers in 2017/18

We had a total of 51 leavers, a turnover rate of 12.6%, of which 27.5 were female.



The proportion of men leaving the council was 72.5% and only 27.5% female, of all leavers 72.5% were due to resignation. The higher proportion of men is consistent with the recruitment campaigns across occupational groups and leavers (shown below).

Gender distribution of leavers and number of leavers by occupational group



Gender Pay Gap Assessment

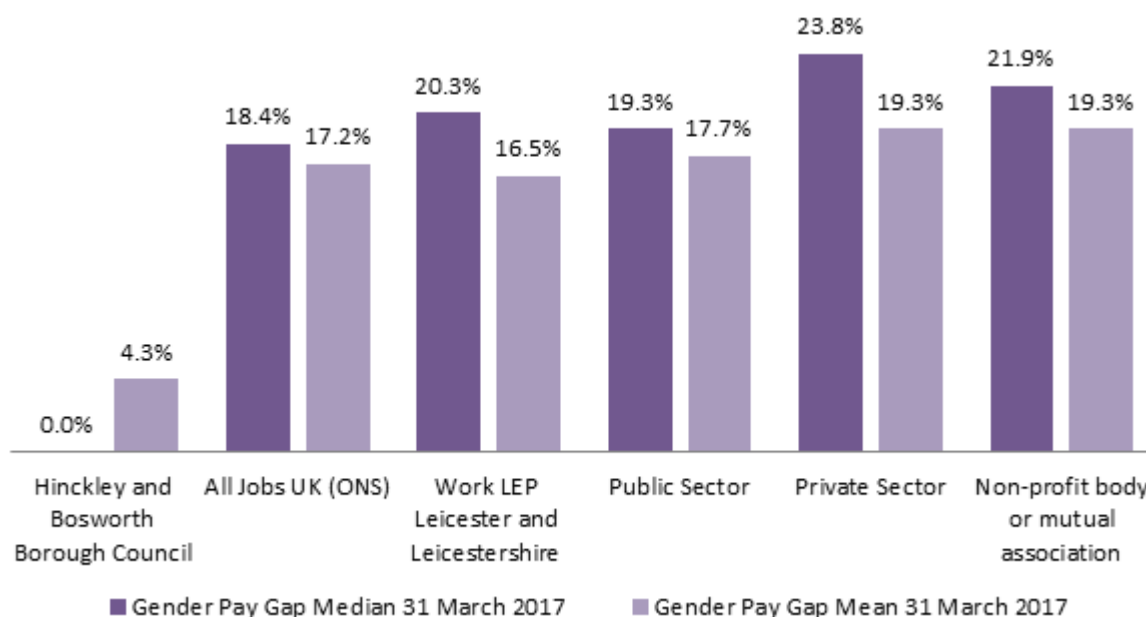
The council's mean and median gender pay gaps compare favourably with the national picture in the public sector and private sector.

The council's mean pay gap is 4.6%. Public sector employers have a mean pay gap of 19.3% and the private sector is 19.3% (ONS, 2018).

The council's median gender pay gap is 2.5%. The median gender pay gap in the public sector nationally is 19.3% and the private sector is 23.8% (ONS, 2018).

All organisations subject to the regulations had published the relevant data by 1 August 2018 (and 94% had done so by the deadline for submission). Over three quarters (77%) of organisations reported a median gender pay gap in favour of men; 14% in favour of women; and in 9% of cases there was no reported median gender pay gap. (Equality and Human Rights Commission, 2018)

Gender Pay by Sector on 31 March 2017 (ONS, 2018)



The council is confident that its gender pay gap does not stem from paying men and women differently for the same or equivalent work. Rather its gender pay gap is the result of the roles in which men and women work within the council and the salaries that these roles attract.

Workforce profile data at Hinckley shows a higher proportion of women (80%) (compared to men) working part-time, 75% of flexible workers are female, a higher proportion of women in administration roles (86%) and in customer service roles (71%). The council has a lower representation of women between salary grades 6 and 11 and we do not have any women employed in skilled trade occupations.

Across the UK economy as a whole, men are more likely than women to be in senior roles (especially very senior roles at the top of organisations), while women are more likely than men to be in front-line roles at the lower end of the organisation. Women are also more likely than men to have had breaks from work that have affected their career progression, for example to bring up children. They are also more likely to work part time, and many of the jobs that are available across the UK on a part-time basis are relatively low paid.

This can be seen above in the table depicting pay quartiles by gender. This shows the council's workforce divided into four equal-sized groups based on hourly pay rates, with Band A including the lowest-paid 25% of employees (the lower quartile) up to D covering the highest-paid 25% (the upper quartile).

Each band shows variances. 43% of the employees in band A are women and 57% men. The pay gap in this band is due to occupational segregation as manual worker roles are typically male dominated. Conversely, the percentage of male employees is lower in band B at 38% and band C at 43%. This is higher in the highest pay band D where 55% are male compared to 45% female.

What is the council doing to address its gender pay gap?

Whilst the council's gender pay gap compares favourably with that of the public sector generally and the whole UK economy this is not a subject about which the council is complacent and the organisation is committed to seeking to reduce the current gender pay gap further, particularly within the quartiles.

However, we also recognise that our scope to act is limited in some areas - for example we have no direct control over the subjects that individuals choose to study or the career choices that they make.

To date, the steps that the council has taken to promote gender diversity in all areas of its workforce include the following:

- Encouraging women into senior roles and this is demonstrated through the gender profile of the Strategic Leadership Team which is split 50% male and female
- Flexible working arrangements are available to help both men and women balance domestic and work/career commitments in a way which works for them and Hinckley and Bosworth. This is firmly embedded within the culture. Currently 13% of the council's workforce has a flexible working contract; of which 74% are female.
- Hinckley and Bosworth actively encourages a healthy work life balance and promotes a flexible approach to work to accommodate this is indicated in the high level of part-time working in the Council (25%), take up childcare vouchers and staff returning from maternity and paternity leave.
- We provide a range of training opportunities through e-learning which enables greater access and availability for staff.
- We have increased our numbers of apprentices, work experience and other educational outreach schemes with schools, colleges and universities.

Creating an evidence base

To identify any barriers to gender equality and inform priorities for action, the council annually monitors gender to understand:

- the proportions of men and women applying for jobs and being recruited;
- the proportions of men and women applying for job
- the proportions of men and women leaving the council and their reasons for leaving;
- the numbers of men and women in each role and pay band;
- take-up of flexible working arrangements by gender and level within the council;
- the proportion of men and women who return to their original job after a period of maternity or other parental leave; and
- impact assessing all relevant HR policies and procedures
- Any further initiatives launched throughout the year will be reported on the council's intranet.

Actions to reduce the Gender Pay Gap

The Equality & Human Rights Commission (EHRC) reports 'Fair Opportunities for All - A strategy to reduce pay gaps in Britain'(2017) and 'Closing the gender pay gap' (2018) set out various recommendations to take action to reduce gender pay gaps. These include:

2017

- Unlock the earning potential of education by addressing differences in subject and career choices, educational attainment and access to apprenticeships
- Improve work opportunities for everyone, no matter who they are or where they live
- Make jobs at all levels available on a flexible basis
- Encourage men and women to share childcare responsibilities
- Reduce prejudice and bias in recruitment, promotion and pay decisions
- Report on progress in reducing pay gaps

2018

- introducing and promoting flexible working at all levels
- increasing the use of shared parental leave
- addressing bias in bonus pay and performance-related pay
- addressing bias in recruitment, development and promotion decisions
- understanding or use of positive action measures
- undertaking an equal pay audit, and
- demonstrating a commitment to developing a talent pipeline through apprenticeship or other educational outreach schemes with schools, colleges and Universities.

To support these recommendations the council is committed to closing the gender pay gap and will undertake the following:

- Annual report on progress and the gender pay gap
- Continue existing good practice to take a fair and consistent approach to pay and grading through a robust pay policy, audit and job evaluation, in conjunction with trade unions
- Continue to remain with national NJC Pay rates and recommendations
- Continue to embed, support and promote flexible working and positive work life balance initiatives across the council
- Continue to monitor the recruitment and selection for any discrimination, prejudice or bias
- Ensure fair and transparent recruitment processes, promotion and decision making that encourages equality of opportunity
- We are committed to developing a talent pipeline for new recruits and career progression opportunities and development support for all employees
- Ensure job opportunities, apprenticeships, work experience or other educational outreach schemes with schools, colleges and universities tackle stereotypes and encourage wider subject and career choices for women

- Consider ways to improve the participation and progression rates of under-represented groups