

**Transformation and Future Council Policy Development Committee –  
Tuesday, 27 November 2018**

**At: Committee Room 5 - Guildhall, Swansea**

**Time: 2.00 pm**

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# Agenda Item 4



## Report of the Strategic Human Resources & Organisational Development Manager

Transformation and Future Council Policy Development Committee  
27 November 2018

### Gender Pay Gap Project - Update

**Purpose:** The report presents the Gender Pay Gap work that has been undertaken so far on behalf of the Council, outlines current position and recommendations.

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**Access to Services Officer:** Tracey Meredith

#### For Information

### 1. Background

This Briefing Note provides an update to the Transformation and Future Council Policy Development Committee, following on from previous reports provided to Members of the Corporate Services Cabinet Advisory Committee who initiated the Gender Pay Gap project in 2016.

- 1.1 The Gender Pay Gap represents the difference between the average (mean or median) hourly pay of male and female employees in the organisation. This is usually expressed as a percentage of male pay, with a positive figure being in favour of males, and a negative figure being in favour of females. *The Council is required to publish this data by 30 March annually under current legislation, and this year's 2018 data is due to be published in March 2019, but could be published earlier if preferred.*
- 1.2 *The Gender Pay Gap should not be confused with the Equal Pay gap, as the gender pay gap refers to the difference in hourly pay of males and females regardless of the role being undertaken, whereas equal pay gap refers to unjustifiable differences in pay for men and women*

undertaking work of equal value, where this is scrutinised at the individual level, for example through a Job Evaluation process.

- 1.3 To meet reporting requirements, currently Schools information is excluded, as governing bodies should report directly where these establishments employ 250 or more staff.

**2. Reported Gender Pay Gap in Swansea Council workforce for end year 31 March 2017**

To meet the legislative requirements, we have reported our Gender Pay Gap for **Full Time Staff for 31 March 2017** on the .GOV website and our own public website as follows at the end of March 2018, as per regulatory requirements: (schools staff are excluded):

All full time relevant employees mean hourly rate of 10.9%

All full time relevant employees median hourly rate: 11.5%,

We do not pay bonus, therefore this is reported as 0%

**Quartile Pay Bands – Full time employees only**

The percentage of men and women there are in each pay quartile:

Lower		Lower middle		Upper middle		Upper	
Male	Female	Male	Female	Male	Female	Male	Female
69.4%	30.6%	55.6%	44.4%	67.3%	32.7%	45.2%	54.8%

**3. Gender Pay Gap analysis of Full Time and Part Time workforce (non-schools, and including active casuals) for 2018**

**The following is for external reporting:**

The non-school workforce, full and part time, the gender pay gap would be as follows:

Average (mean) hourly pay           7.3%  
 Median hourly pay                    11.1%

We do not pay bonus, therefore this is reported as 0%

A positive figure demonstrates men are better off than women, based on the hourly rate of pay.

**Therefore the average hourly rate has improved, and there has been a slight improvement in the median pay gap.**

**Full and Part time workforce quartile (excluding schools including active casual workforce)**

Lower		Lower middle		Upper middle		Upper	
Male	Female	Male	Female	Male	Female	Male	Female
24%	76%	40%	60%	40%	60%	46%	54%

3.1 In 2016/17, the gender of the general workforce was as follows:

% of non-schools workforce FT/PT working pattern:

	FT	PT
<b>MALE</b>	59.9%	14.5%
<b>FEMALE</b>	40.1%	85.5%

Non-schools posts by gender and working pattern:

	FT	PT	TOTAL
<b>MALE</b>	2085	449	2534
<b>FEMALE</b>	1394	2639	4033
<b>TOTALS</b>	3479	3088	6567

The data for the end of March 2018 is as follows:

	FT	PT
<b>MALE</b>	59.3%	17.9%
<b>FEMALE</b>	40.7%	82.1%

Non-schools posts by gender and working pattern:

	FT	PT	Total
<b>MALE</b>	2094	737	2831
<b>FEMALE</b>	1437	3388	4825
<b>TOTALS</b>	3531	4125	7656

**4. Gender Pay Gap – Current Status and Action Plan**

- 4.1 Under the regulations we are required to give a short narrative statement of our interpretation of our data, and where we intend to take action, if necessary.
- 4.2 We recommend the following update to the action plan for 2018-2020:
- Continue with efforts to improve workforce data, particularly cleansing and accuracy of reporting
  - Continue to review Non-Guaranteed Hours contracts (casuals/relief staff) arrangements
  - Undertake a EIA on the proposed new National Pay Spine implementation to ensure the new pay structure does not cause any detriment to either gender with regards to pay arrangements
  - Undertake a full review of recruitment policies and procedures for all staff to ensure that all aspects of the provisions laid out in the Equality Act 2010 (Statutory Duties) (Wales) regulations 2011 are adhered to and latest best practice is clear for all employees and potential candidates involved in the recruitment process to understand
  - Continue to review multiple posts and contractual arrangements on an annual basis
  - Continue to publish Gender Pay Gap data in the annual Equality and Diversity review report and on the public website.

#### 4.3 **Recommendations**

- The gender pay gap of both full time and part time staff for the non-schools and schools based workforce should be monitored going forward in order to support the activities outlined in the action plan
- The PDDC continues to request an annual report that outlines the current situation for all non-schools staff.

#### 5. **Gender Pay Gap analysis to report for 31 March 2018 data**

- 5.1 If the Committee approves the above recommendation and data report, we can publish our annual Gender Pay Gap report.

#### 6. **Financial implications**

- 6.1 There are likely to be potential implications in the future and these will be kept under review as the implementation plan progresses. The introduction of the new pay structure in April 2019 will have a considerable effect on the Gender Pay Gap, and we will ensure that a full EIA is undertaken on the agreed implementation option.

#### 7. **Legal implications**

- 7.1 The authority is under a statutory duty to comply with the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.
- 7.2 In particular under section 11 an authority must pay due regard to the need to have equality objectives that address the causes of any differences between the pay of persons employed by the authority who has a protected characteristic or share a protected characteristic.
- 7.3 Under Section 12 the authority must publish an action plan setting out any policy of the authority that relates to the need to address the causes of any gender pay difference.
- 7.4 Under Section 13 the authority must keep under review their arrangements.
- 7.5 Under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 the authority is under a duty to publish annual information relating to pay.

## **8. Equality and engagement implications**

The gender pay gap assessment information will be contained in the annual equality review report again this year, alongside our employment and training data (as required by the regulations).

**Report compiled by L Phillips (OD Project Officer)  
On behalf of the Strategic HR&OD Manager/Chief Transformation Officer**