

Chelmsford College Group

Gender Pay Gap Report

Manager Responsible: Vice Principal: Finance & Corporate Services

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1. **Background and context**

1.1. Chelmsford College has a mandatory duty to publish details of its Gender Pay Gap for 2019/20 by 30th March 2021. This requirement applies to all organisations with a headcount of 250+, the data used for this report is as at 31st March 2020. There is an on-going annual requirement to publish this information.

1.2. Whilst both equal pay and the gender pay gap deal with the disparity of pay women received in the workplace there are two different issues:

- **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.
- **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.

Not having equality of pay is unlawful whereas a gender pay gap is not.

1.3. The data that needs to be reported on both the College Website and the Government website at www.gov.uk/genderpaygap is:-

- The mean gender pay gap
- The median gender pay gap
- The mean bonus gender pay gap
- The median bonus gender pay gap
- The proportion of males and females receiving a bonus payment
- The proportion of males and females in each quartile band

2. **Summary of the Key Points of the Report**

2.1. **Gender Pay Gap**

The gap, put simply, is the difference between a man's and woman's hourly rate of pay. This report is based on payroll and gender information for the snapshot date of the 31 March 2020. The number of employees at the College as at the snapshot date is 375. The Census excludes those receiving statutory Sickness or Maternity Pay.

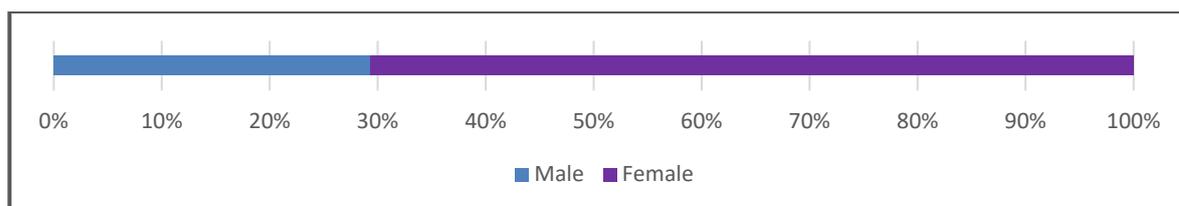
The College does not operate a bonus scheme.

- The mean gender pay gap for the College is 19% (17.9% in previous reporting period)
- The median gender pay gap for the College is 32% (31.1% in previous reporting period)

Analysis of this change in the gender pay gap can be found within 2.3 and 2.4 of this report.

2.2. **Pay quartiles by gender**

The College employs substantially more women than men in roles which attract a lower hourly rate. The gender split within our workforce at the snapshot date is 71% female and 29% male; showing a marginal increase in male employees over the previous year.

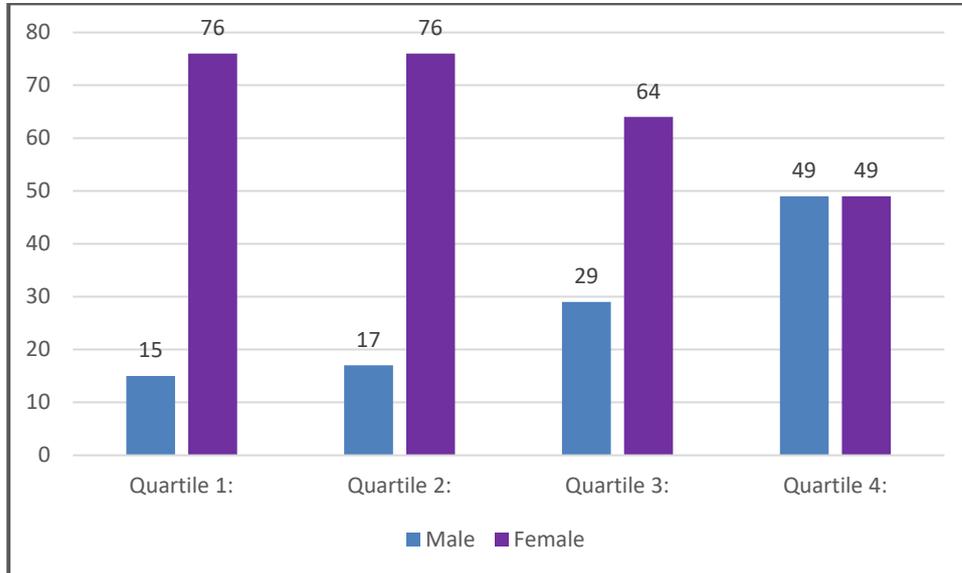


The table below depicting pay quartiles by gender shows the College's workforce divided into four equal-sized groups based on hourly pay rates, with Band 1 including the lowest paid 25% of employees (the lower quartile) and Band 4 covering the highest paid 25% (upper quartile). The figures set out below have been calculated using the standard methodologies set out in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Band	Males	Females	Description
1	16.48%	83.52%	Includes all employees whose standard hourly rate places them at or below the lower quartile
2	18.28%	81.72%	Includes all employees whose standard hourly rate places them above the lower quartile but at or below the median
3	31.18%	68.82%	Includes all employees whose standard hourly rate places them above the median but at or below the upper quartile

4	50.00%	50.00%	Includes all employees whose standard hourly rates places them above the upper quartile
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The data is shown in graphical form below.



Quartile 1 consists of a variety of posts which include: employed apprentices, cleaners, nursery staff, catering assistants, reception staff, site assistants and a proportion of administrative and technical posts. A high proportion of these post types attract female applicants as they offer inherent flexibilities, including part time and term time only working, likely to prove attractive to those having primary responsibilities for childcare and supporting the needs of close relatives.

Quartile 2 equally consists of a variety of posts which include: IT engineers, nursery staff, refectory posts, student support posts, study programme delivery staff, Instructor roles, unqualified teachers and a proportion of administrative and technical posts.

Quartile 3 consists of a range of posts including: instructor roles, a proportion of business support and academic management, support roles that require members of staff to be professionally qualified and experienced within their field, unqualified and qualified academic staff.

Quartile 4 consists of Academic staff, a proportion of business support and academic management, Team Leaders, support roles that require members of staff to be professionally qualified and experienced within their field and senior management.

The gender pay gap for the whole UK economy (according to the Office for National Statistics (ONS) Annual Survey of Hours and Earnings (ASHE) Published in November 2020 is median 15.5% and mean 14.6%, a reduction on the previous year.

2.3. **Understanding our Gap**

To understand what drives this gap and what can be done about it, it is important to analyse by pay quartiles as set out by the Government Equalities Office (GEO). This allows us to understand in particular whether women are often over-represented in lower earning roles and men within higher earning roles. This is calculated by taking all male and females full-pay relevant employees across the whole organisation and dividing them equally into four pay bands.

When we analyse the gender make up of each quartile, the difference between the genders reduces between the 1st and 2nd quartiles and significantly reduces between the 2nd and 3rd quartile. It is extremely pleasing to note that this diminishes in its entirety between the 3rd and 4th quartile.

This suggests that, even though the 3rd quartile has a higher percentage of females than men, the increase in males compared to the 1st and 2nd quartiles, indicates that males are in higher earning roles and is therefore continuing to drive an increase in our overall gender pay gap. It is extremely positive to note that the gender make up of the 4th quartile is equally split by male and females, as opposed to previous years reporting.

Also we can analyse the data by group of staff.

	Male Rate	Female Rate	Difference	Diff as a % of Male
Senior Management				
Mean Average	£39.19	£35.31	£3.88	9.90%
Median Average	£32.62	£29.06	£3.56	10.91%
Academic Staff				
Mean Average	£18.44	£17.36	£1.08	5.85%
Median Average	£18.91	£17.70	£1.21	6.40%
Learning Support				
Mean Average	£11.85	£11.26	£0.59	4.96%
Median Average	£11.12	£11.12	£0.00	0.00%

	Male Rate	Female Rate	Difference	Diff as a % of Male
Remainder ¹ ; Inc APR				
Mean Average	£12.52	£10.93	£1.59	12.66%
Median Average	£10.62	£9.36	£1.26	11.86%
Remainder ¹ ; Ex APR				
Mean Average	£12.73	£11.01	£1.72	13.49%
Median Average	£10.63	£9.42	£1.21	11.34%

¹ Managers who are not part of SMT and Business Support staff.

This difference in pay within quartile 4, relates to qualifications, experience or incremental increases over longer periods of employment. The gender pay gap within the academic group of staff indicates that we are achieving a good level of equality within this group of staff. The specific make-up of the senior management team will be discussed in the next point.

2.4. **What are the underlying causes of the College's gender pay gap?**

It is important to understand the difference between the definition of Gender Pay gap and Equal Pay (see definition in 1.2 above). Unequal pay is unlawful whereas the gender pay gap is not. This is due to the causes of a gender pay gap not a failing within the direct control of an employer.

Chelmsford College is committed to equal opportunities, equal treatment for all employees, regardless of sex, race, religion or belief, age, marriage or civil partnership, pregnancy/maternity, sexual orientation, gender reassignment or disability. The College pays employees equally for the same or equivalent work, regardless of their sex (or any of the characteristics set out within this paragraph). As such the College:

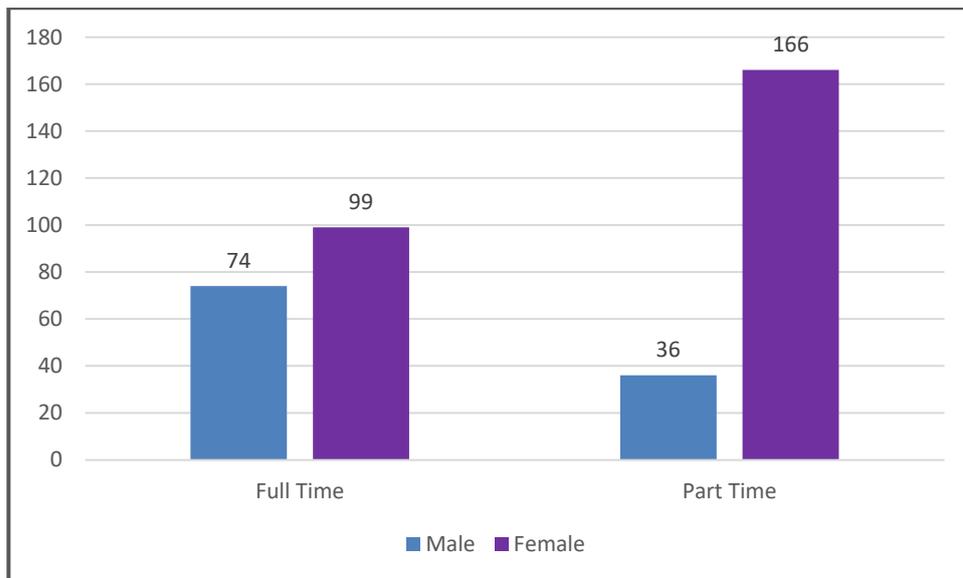
- Provides equality training for staff involved in setting pay and undertaking pay reviews.
- Evaluates job roles created against existing roles and pay grades as necessary to ensure a fair structure.
- Operates policies to ensure that staff have a mechanism to bring to management's attention any apparent unfairness.

The College 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 organisation and the salaries that these roles attract.

Across the UK economy as a whole, men are more likely than women to be in the 2 top quartiles, whilst women are more likely than men to be in the lower end of the organisation. The College is an equality for all employer, as the data demonstrates that a high proportion of females are in management roles across the College. Over recent years, the College has come a long way to ensure gender balance in the top tiers of management. At senior level, we are proud to say that of our six Senior Management Team members, three are women. At executive level, we are proud to report that out of three Executive Group members, two are women. (data as at 31st March 2020, the reporting period). At academic middle management level, we are also proud to report that out of 11 within this category, 6 are women. For business support managers, out of 9 within this category 5 are women.

Additionally, both of the 2 academic middle management roles leading the traditionally male led curriculum departments of Construction and Engineering & Electrical, are held by females.

A high proportion of post types attract female applicants as they offer inherent flexibilities, including part time and term time only working, likely to prove attractive to those having primary responsibilities for childcare and supporting the needs of close relatives.



The shift in the gender pay gap this year results from an increase in the number of males that have commenced employed at the College and the decrease in the number of females who have accepted positions. We have seen a slight shift in the number of males in the lower quartiles leaving the College and being replaced by females, which will impact the overall gender pay gap. We have also seen changes in the leadership and management structure, driven through a fair and transparent recruitment process, which has seen a shift in some cases from females to males. Additionally, through effective recruitment initiatives and processes we have seen an increase in the recruitment of posts in the hard to recruit to areas, namely Construction and Engineering & Electrical. These areas historically lend themselves to male applications and a salary at the top end of the College's pay structure, therefore this will have impacted also on the gender pay gap.

2.5. **How to address the gender pay gap?**

While the College's gender pay gap mean is comparable with that of organisations across the whole UK economy, the college should not be complacent, particularly given the median rate which is higher than public sector averages. The College recognises that its scope to act is limited in some areas – and it has, for example, no direct control over the subjects that individuals choose to study or the career choices that they make.

In the year to 30 March 2020 the College has strived and has been committed to:

- Monitoring and reporting on gender as it relates to application and interview outcomes for all applicants.

For the period April 2019 to March 2020 the College received a total of 506 applications for employment. This divides into 259 applications from female candidates and 247 from male candidates, equating to 51% of candidates applying being female to 49% male. Of these applications for employment posts have been offered and accepted by 26 males and 65 females; 28% and 71% respectively. There is no clear data regarding the gender make up of applications from roles by quartile. Although, the overall split of applications is 51% female, 49% male the much higher acceptance rate by females suggests that more posts in lower quartiles are being accepted by females. Going forward the College should monitor the gender make up of applications and offers within each quartile in order to monitor this.

- Considering gender statistics in a range of employment situations including performance management and absence.
- Working with the Government Equalities Office to seek advice and feedback to ensure legislative compliance go beyond this to embed and pursue best practice.
- Considering gender pay statistics in terms of incremental pay progression
- In undertaking the annual review of College pay, it is done so taking into consideration all factors including: retention; equality of pay; performance and gender pay.

The College will continue to commit to the above in addressing the gender pay gap and in line with advice from the Government Equalities Office future work will also include:

- To continue to 'Think Gender' when developing college policies.
- To consider gender pay statistics in terms of genders leaving the organisation.
- To review 'styles' of employment – particularly for part time posts.
- To promote parental leave equality.

Other strategies that the College could consider include:

- Benchmarking pay scales with other establishments in the region.

3. Conclusion

- 3.1. The College will report the information on the gender pay gap by the 30th March 2021 in accordance with the information laid out in this paper.
- 3.2. No particular group or role influences the gender pay gap.
- 3.3. The gender pay gap is predominantly because of the make-up of our workforce and the mix of part time and full time staff and the roles staff are carrying out.
- 3.4. The College is confident that it pays all employees in a fair and equitable way for the same work undertaken.
- 3.5. We will continue to monitor and review employee statistics.
- 3.6. We will continue to work with the Government Equalities Office to seek advice and guidance.



Signed by _____
Principal and Chief Executive