

Gender pay gap report 2020

Snapshot date - 31st March 2020

Executive summary

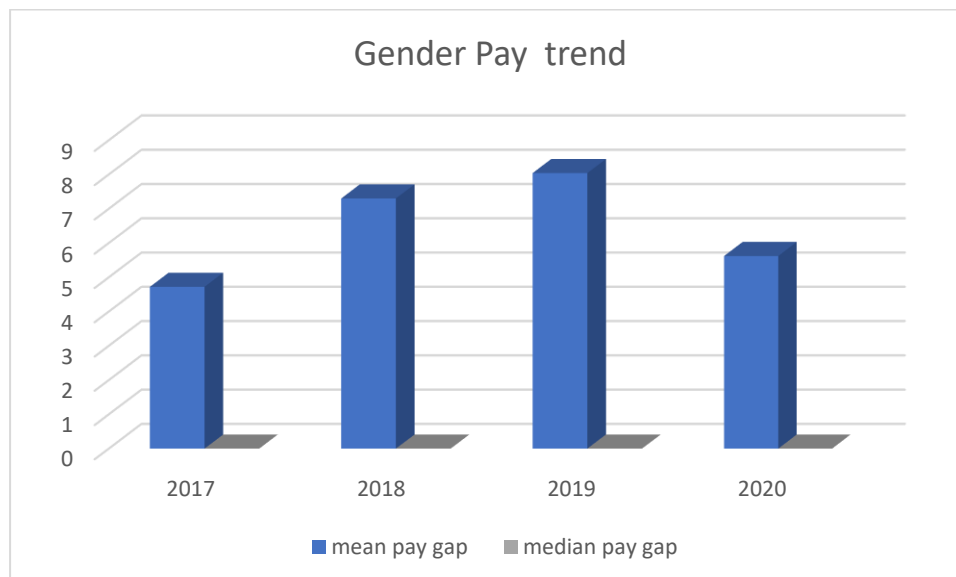
- 1.1 Lichfield District Council aims to ensure people are treated fairly, whether this is the community we serve, companies and partners we engage with or our employees in the way they are treated at work. Diversity and inclusion is a key priority for us and forms one of our corporate values.
- 1.2 This is the fourth published gender pay gap report which is in line with a new legal requirement for all public-sector bodies under the Equality Act 2010 amended regulations, although the need for formal reporting this year has been extended due to Coronavirus Act changes, we still feel this measure adds value and have continued to compile the report as part of our end of financial year processes.
- 1.3 A gender pay gap report shows the difference between the average (mean or median) earnings of men and women. The difference is expressed as a percentage of men's earnings and used to its full potential, gender pay gap reporting is a valuable tool for assessing levels of equality in the workplace, female and male participation, and how effectively talent is being maximised.
- 1.4 Our reported gender pay gap for this period is 5.62%, which has significantly reduced from last year's figure and is substantially lower than the anticipated national average. However, there should be no room for complacency and to enable us to target resources effectively to improve our gender pay gap (GPG) is important to continually review our data to really understand the causes of any imbalance.
- 1.5 We have robust policies and procedures in place to make sure staff are paid fairly and equally across all sections of the workforce, and we are confident that our gender pay gap does not stem from paying men and women differently for the same or equivalent work. There is however **still an average (mean) gender pay gap of 5.62%**, so we have investigated this to find out why and will be using the support tools provided by the Behavioural Insight Team at the [Government Equalities Office](#).
- 1.6 Our Gender Pay Gap is reflective of our workforce make up, in that a significant number of our female staff are working part-time (almost 57% of the female staff work part time), with a larger proportion generally working in lower paid work which is demonstrated in our lowest quartile. In addition we host a joint waste service with Tamworth Borough Council, which traditionally attracts a larger proportion of male employees, and as a result, we employ a higher number of men in the lower middle quartile. See section 4.0 for more details on quartiles.
- 1.7 Upon analysis of our quartiles we see no evidence of any disadvantage to women achieving higher paid roles within the authority and we are confident that our future

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plans for recruitment and resourcing, promotion and talent management will continue to support our gender balance at these upper quartile levels.

1.8



2.0 What is the gender pay gap

2.1 The gender pay gap is the way we express the difference between the average pay of men and women in all roles in the organisation regardless of the type of work carried out.

2.2 It is calculated using two methods of average pay across quartiles:

Mean The percentage pay difference between the average mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees.

Median The percentage pay difference between the average median hourly rate of pay of male full pay relevant employees and that of female full-pay relevant employees.

2.3 The report also illustrates the proportion of males and females in each quartile pay band.

2.4 Our report does not show certain calculations, as the council does not pay bonuses.

2.5 The information must be published/ available for at least 3 years on <https://www.lichfielddc.gov.uk/equality/gender-pay-report> and on the designated government website.

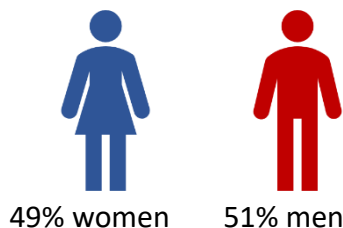
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3.0 Our data

Our gender pay gap reporting figures have been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. The snapshot data period is as at March 31st 2020

3.1 Our workforce gender profile



This has shifted since our last reporting period for 2019, where we employed 52% women and 48% men.

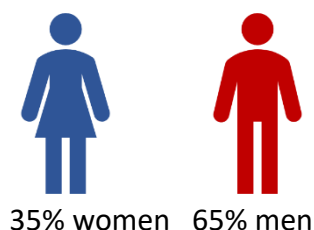
3.2 Our workforce gender profile – broken down into full-time and part-time staff

61% of our workforce is full-time and 39% works part-time. This has changed since our last report, where 59% were classed as full-time and 41% were part-time.

3.3 Our full-time workforce

65% of our full-time workforce is male and 35% is female. The average hourly rate of pay for women who work full time is £14.98 compared to men at £13.56. This has changed since our last report, where 61% of full time workers were male and 39% were female.

This shows that women who work full-time within the authority are on average paid more than men.



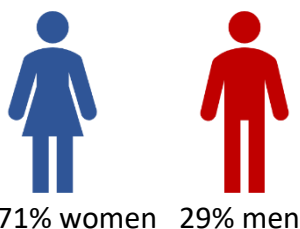
3.4 Our part-time workforce

29% of our part-time workforce is male and 71% is female. The **average** (mean) hourly rate of pay for women working part-time is £11.45 compared to men at £12.57. This demonstrates that men who work part-time are on average paid more than women who work part-time. This also reflects the structure and nature of roles within our workforce. We are seeing a trend where more men are requesting part time working and some of these are from the more technical professional posts. Work life balance is important and this trend reflects the culture we are supporting as a council. Some management attitudes are

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changing to accommodate more flexibility and therefore the retention of much needed skilled employees.



3.5 Mean and median gender pay gap

As expressed above:

Mean is the entire range of pay expressed as an average by gender. The % difference is calculated between male and female's average pay.

Median is the mid-point in the range of salaries for both male and female employees from which the % difference is calculated with regards to the difference in pay.

Our gender pay gap – mean and median	
Mean gender pay gap	5.62%
Median gender pay gap	0%

Despite the overall evidence that full-time women are paid more than full-time men, this is offset by the difference in pay for the genders in part-time roles, which has the impact of increasing our mean gender pay gap, which demonstrates how finely balanced the gap is and how easily it can be distorted by the make-up of our workforce.

3.6 Pay quartiles

The **quartiles** are calculated by ranking the pay data values and dividing the data set into four equal groups, each group comprising a quarter of the data.

Quartile	Men	Women	Description
Lower quartile	30%	70%	Includes all employees whose standard hourly rate places them at or below the lower quartile
Lower middle quartile	71%	29%	Includes all employees whose standard hourly rate places them at or below the median
Upper middle quartile	42%	58%	Includes all employees whose standard hourly rate places them at the median but at or below the upper quartile
Upper quartile	53%	47%	Includes all employees whose standard hourly rate places them above the upper quartile

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4.0 Commentary

4.1 Under the Equal Pay Act 1970, men and women must receive equal pay for:

- the same or broadly similar work;
- work rated as equivalent under a job evaluation scheme; or
- Work of equal value.

4.2 We have a clear policy of paying employees equally for the same or equivalent work, regardless of their sex (or any other characteristic set out above).

4.3 To achieve this, we:

- Operate a job evaluation methodology to grade all jobs, using the National Joint Council Job Evaluation Scheme to ensure that jobs are paid fairly.
- Ensure that allowances are awarded fairly and consistently across the council.
- Re-evaluate job roles and pay grades as necessary to ensure a fair structure.

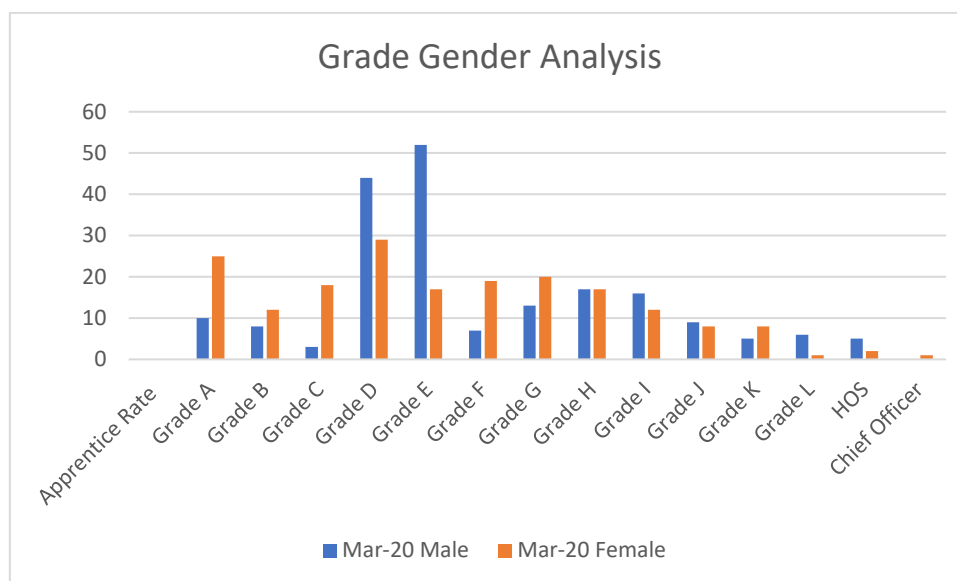
4.4 We are therefore confident that our gender pay gap does not stem from paying men and women differently for the same or equivalent work. Rather our gender pay gap may be as a result of the roles in which men and women undertake within the council and the salaries that these roles attract.

4.5 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.

4.6 This trend is reflected in the make-up of our workforce, with the majority of our cleaning, casual staff and administrative roles being carried out by women as demonstrated in the graph below in bands A and B. The spike in male employees in band D and E reflects the higher numbers of male workers in our joint waste service

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4.7 We have a flexible working procedure which applies to all employees regardless of their role and gender. Women 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.

4.8 As employees leave naturally the figures will alter as the numbers are small and therefore the impact is sensitive. There are currently no major shifts in staffing numbers anticipated for 2020.

5.0 Benchmarking

5.1 The following table identifies comparable information to provide a benchmark for the Lichfield District Council figures.

	Lichfield District Council	All Sectors *	Public Sector *
Mean Gender pay gap	5.62	12.0%	6.8%
Median gender pay gap	0	9.7%	5.0%

* LGA Report - April 2018 data

5.2 Benchmarking against our neighbouring Councils on their 2019 published data also shows we fair well with other councils in our area.

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Council Figures available for 2019 unless otherwise stated	Mean Hourly Rate %	Median gender pay gap %
LDC	5.62% (2020)	0% (2020)
Cannock *	15.38%	26.47
East Staffs*	1.13 %	-12.50%
Nuneaton & Bedworth BC*	4.5%	4.3%
South Staff DC	7.41% data 2018	7.60%
Stafford BC*	6.78%	5.09%
Tamworth BC	12.6% data 2018	8.2%

* Based on March 2019 published data

6.0 Going forward

- 6.1 We will continue to embed principles of diversity and inclusion in all our activities, so that underrepresented groups can gain ground and operate at a level playing field.
- 6.2 Developing the talent of our workforce is critical to ensuring we have a balance of skills, attributes and capabilities to help us achieve our plans.
- 6.3 To ensure that the jobs employees undertake are of equal value, in setting the pay levels we undertake job evaluation to determine the size of a job by following the nationally recognised job evaluation scheme for National Joint Council employees and the Local Government Employers job evaluation scheme for Joint National Council employees. Evaluations are undertaken regularly for new jobs and as part of restructures where a job significantly changes.
- 6.4 Our recruitment and selection processes look to support our commitment to offer internal promotion opportunities and help develop long term careers for employees through creating a mobile, flexible and agile workforce. Monitoring takes place throughout the process and looks at the protected characteristics to ensure they are treated fairly.
- 6.5 Our recruitment and selection processes are being reviewed to ensure that the reduction of the gender pay gap is considered for any changes to the policy. This will include consideration of attracting more women into roles within typically male dominated careers and consideration of male applicants for part-time roles.
- 6.6 Exit monitoring is also carried out that is used to identify issues that may affect the gender pay gap.
- 6.7 Pay gap monitoring forms part of the annual pay progression cycle to ensure that any decisions on pay awards as a result of that process do not adversely affect a protected characteristic group.

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- 6.8 Flexible working is offered throughout the council for all levels of jobs unless business need means that it is not possible – for example the use of flexi-time for some frontline employees will be limited in order to maintain the service due to the nature of the job.
- 6.9 Support is offered following shared parental/maternity/ adoption leave in order to enable effective return to work. Our family friendly policies recognise the commitment the commitment that our staff have to other members of their family
- 6.10 We will continue to support new ways of working that offers flexibility and enables employees to continue to develop within the organisation whilst still enabling them to get the best out of their home life.

ENDS