

# Equal Pay Audit 2015/16

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# 1. Introduction

- 1.1 Equal Pay means that men and women in the same employment performing equal work receive equal pay, as set out in the Equality Act 2010. This applies to not only salary, but to all contractual terms and conditions of employment, such as holiday entitlement, pay and reward schemes, pension payments and other benefits<sup>1</sup>.
- 1.2 Whilst the equal pay provisions of the Equality Act 2010 are aimed at the gender pay gap, it is also possible for employees to claim inequality of pay on the grounds of another protected characteristic, such as race, disability, age, sexual orientation or religion/belief.
- 1.3 Public sector employers are also subject to the Public Sector Equality Duty; they must have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act 2010, advance equality of opportunity and foster good relations.
- 1.4 South Gloucestershire Council (SGC) supports the principle of equal pay for equal work and recognises that we should operate a pay system that is based on objective criteria. The council's commitment to provide equal pay for equal work and to reward staff fairly is set out in the Pay Policy Statement, available via the following link:  
<http://www.southglos.gov.uk/documents/PayPolicyStatement16-17.pdf>

# 2. Context

- 2.1 This audit has been completed to ensure that the council's commitment to provide equal pay for employees undertaking equal work remains robust.
- 2.2 The framework and methodology of the audit are based on the format of previous equal pay audits carried out within SGC and the Equal pay audit for larger organisations guidance – five step equal pay audit issued by the Equality and Human Rights Commission (EHRC)<sup>2</sup>.
- 2.3 The data contained in this report informs the actions and aspirations as agreed in the council's 'Equality in Employment Report 2015/16. It does not address wider societal issues such as those identified in the council's Annual Equalities Report 2015/16
- 2.4 As in previous equal pay audits carried out by SGC, the scope of this audit was limited to employees who are subject to the council's majority workforce who are subject to the HAY job evaluation scheme. It does not cover Teachers or employees who work to other terms and conditions.

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<sup>1</sup> <https://www.equalityhumanrights.com/en/advice-and-guidance/what-equal-pay>

<sup>2</sup> <https://www.equalityhumanrights.com/en/multipage-guide/equal-pay-audit-larger-organisations>

- 2.5 The NJC pay spine remains compliant with the Equalities Act 2010.
- 2.6 Data for Chief Officer and senior officer's pay is published on the SGC website:

[http://www.southglos.gov.uk/documents/SGC\\_Senior\\_Salaries\\_31March16.csv](http://www.southglos.gov.uk/documents/SGC_Senior_Salaries_31March16.csv)

Given the small number of employees in this group it is difficult to conduct a meaningful pay gap analysis for these staff.

## 3. What is an Equal Pay Audit?

- 3.1 An equal pay audit involves comparing the pay of protected groups who are doing equal work, investigating the causes of any pay gaps and planning to close any gap that cannot be justified.
- 3.2 An equal pay audit is concerned with an important but narrow aspect of potential discrimination in employment - unequal pay for equal work. It does not directly address other aspects of inequality, such as the 'glass ceiling', although as an employer we are mindful of this. The data contained in the report informs the actions and aspiration as agreed in the 'Equality in Employment Report 2015/16.
- 3.3 The EHRC rate equal work in three ways:
- Like work – involves similar tasks which require similar skills, and any differences in the work are not of practical importance.
  - Equivalent – work rated as equivalent under a fair job evaluation scheme, in terms of how demanding the work is.
  - Work of equal value – work that is not similar nor rated as equivalent, but is of equal value in terms of demands such as the skills, knowledge, mental and physical effort and responsibilities that the job requires.
- 3.4 SGC uses the HAY job evaluation process which is a well-respected and widely used method of job evaluation across all sectors. The HAY system has not been found to be discriminatory or unlawful in any reported legal decision. A HAY trained Job Analyst is employed by the council to provide job evaluation support to all departments. Coupled with the use of role profiles to ensure work is described in a consistent way and similarities of different roles are recognised across the organisation, we use the 'equivalent' definition of equal work. All new or significantly changed role profiles are formerly validated by a panel which includes Trades Union representation.
- 3.5 The essential features of an equal pay audit are:
- To identify any differences in pay between men and women doing equal work (for this audit, SGC also compare other protected characteristics);
  - To investigate the causes of any differences;
  - To close those pay gaps that cannot justified;
  - On-going monitoring<sup>3</sup>.

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<sup>3</sup> <https://www.equalityhumanrights.com/en/multipage-guide/equal-pay-audit-larger-organisations>

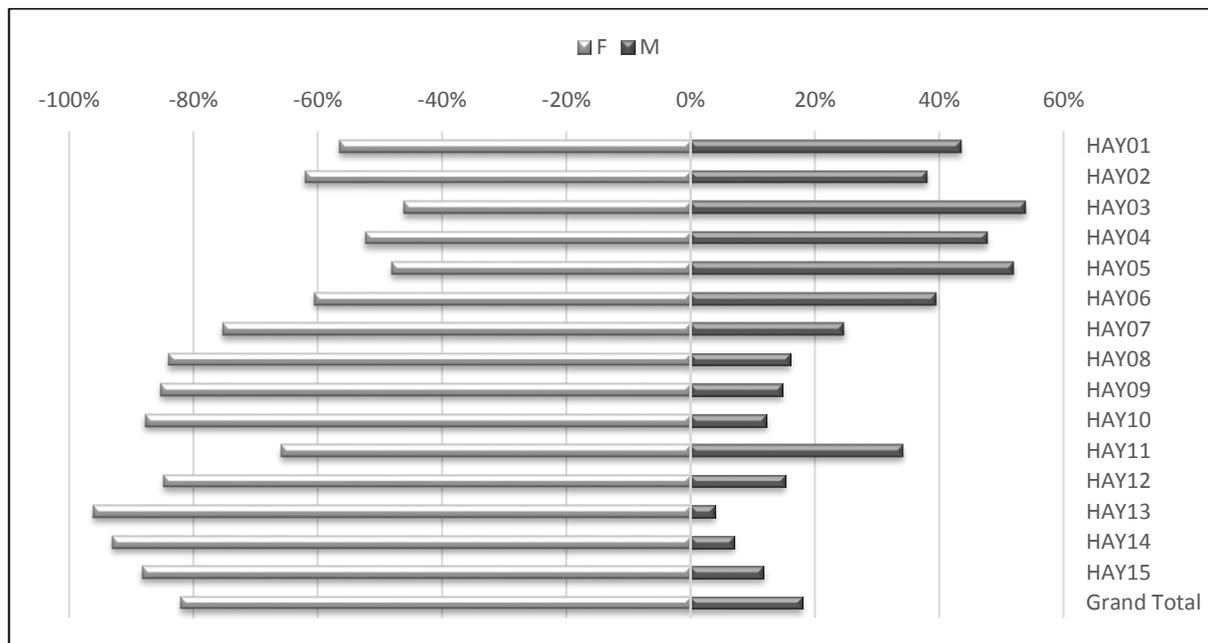
## 4. Data Collection

- 4.1 The data included in this report is based on records held on ResourceLink (our HR/Payroll system) as at 31 March 2016. Data includes all staff employed by SGC, including Schools' based staff, Traded & Support Services staff and zero hours contracts but excludes casual workers.
- 4.2 Average salaries within grade groups are calculated by using the full-time equivalent salary of staff based on their salary scale point as at end March 2016.

## 5. Findings

### 5.1. Distribution of HAY graded staff by gender and grade:

- 5.1.1 This chart shows the distribution of men and women across the HAY pay grades in the council, visually demonstrating that a greater proportion of women are employed in roles at the lower end of our pay scales.
- 5.1.2 The council has determined actions/aspirations to address this as stated in the 'Equalities in Employment Report 2015/16 (link)'. Action includes the implementation of management training specifically designed to target women.



### 5.2 Gender distribution and pay gap:

- 5.2.1 This table below shows the number of contracts within each grade band by gender, and the average full-time equivalent salary paid to staff within that grade band (based on their salary scale point as at end March 2016).
- 5.2.2 It should be noted that there may be changes in relation to gender pay gap reporting due to new government requirements. Any changes and resulting activities will be taken into account.

31 March 2016								
Grade	Male		Female		% pay gap*			
	Employment contracts	Average full time salary	Employment contracts	Average full time salary	Mar 16	Mar 13	Mar 11	Mar 08
HAY01	10	£56,114	13	£55,378	1.31%	-0.64%	-2.72%	1.39%
HAY02	11	£50,469	18	£50,680	-0.42%	1.37%	1.72%	1.42%
HAY03	35	£43,953	30	£43,355	1.36%	0.71%	1.28%	1.21%
HAY04	51	£39,482	56	£39,692	-0.53%	-0.71%	0.19%	0.36%
HAY05	97	£35,981	90	£35,865	0.32%	0.96%	0.85%	1.10%
HAY06	98	£32,085	150	£32,107	-0.07%	1.26%	1.15%	1.61%
HAY07	114	£28,959	348	£28,878	0.28%	0.10%	-0.35%	1.42%
HAY08	98	£25,441	513	£25,577	-0.53%	-0.05%	-1.02%	0.93%
HAY09	169	£21,942	976	£22,073	-0.59%	-0.56%	-0.56%	-0.54%
HAY10	112	£19,061	803	£19,046	0.08%	-0.55%	-0.77%	-1.06%
HAY11	204	£16,954	395	£17,056	-0.60%	0.47%	-0.42%	-0.04%
HAY12	53	£15,627	295	£15,746	-0.76%	-0.26%	0.02%	0.10%
HAY13	40	£15,145	987	£15,145	0.00%	-0.21%	0.66%	0.68%
HAY14	19	£15,145	253	£15,145	0.00%	-0.38%	-0.19%	-0.02%
HAY15	55	£15,145	414	£15,145	0.00%	-0.19%	-0.22%	-0.22%
<b>Total</b>	<b>1166</b>	<b>£24,832</b>	<b>5341</b>	<b>£20,528</b>	<b>17.33%</b>	<b>19.18%</b>	<b>19.70%</b>	<b>21.68%</b>

\*a minus indicates females earning more than males.

5.2.3 Overall, the positive trend of a reducing gender pay gap continues to be seen this year, a reduction from 19.18% in 2013 to 17.33% in 2016.

5.2.4 The Annual Survey of Hours and Earnings conducted by the Office for National Statistics (ONS) shows that the gender pay gap for median earnings of full-time and part-time employees for 2015 remains unchanged from 2014 at 19.2%<sup>4</sup>. The survey is based on a 1% sample of employee jobs drawn from Her Majesty's Revenue and Customs Pay as You Earn records. SGC's overall gender pay gap is 1.87% below the ONS published rate.

5.2.5 Across individual grades there has been a narrowing of the gender pay gap. In 2008 there were 5 out of the 15 HAY grades, all at the lower end of the pay scale, where females earned more on average than males. In 2011 this increased to 8 and to 9 in 2013. This year, there are 7 grades where females earn more on average than men, spread throughout the pay range from HAY02 to HAY12.

5.2.6 It should be noted that from 1 October 2013, the council decided to pay the National Living Wage Foundation rate for HAY13 to HAY15 grades, which meant that all staff on these grades were paid at the same rate i.e. there was no gender pay gap within these

<sup>4</sup> <http://www.equalpayportal.co.uk/statistics/>

grade bands. However, from April 2016, the council decided to stop paying the National Living Wage Foundation rate in order to move towards the new Government National Living Wage rate. Staff on grades HAY13 – HAY15 have had their salary frozen at £15,145 (full-time equivalent salary) until the NJC rates for these grades overtake the frozen rate.

5.2.7 This year, the biggest changes in the gender pay gap can be seen in grades HAY01 and HAY02.

Within HAY01 there are 10 males and 13 females, with males earning on average more than females (1.31%). There are five salary scale points within the HAY01 grade and generally, staff need to have completed a year's service on a salary scale point to progress to the next point. 50% of males within HAY01 have completed 5 years+ service whereas only 38% of females within the grade have completed the same service. Therefore, this explains the gender pay gap in HAY01. Our recruitment process allows for discretion on individual appointments to award a higher salary point than the bottom of the grade. The national position is that men are higher earners, so this practice is likely to perpetuate the situation in the course of matching salaries. This needs to be understood in the context of the competitive employment market and skills shortages.

5.2.8 Within HAY02 there are 11 males and 18 females with females earning on average slightly more than males (0.42%). The difference in gender pay gap in this area can be explained by the higher number of females (62%) within this group.

5.2.9 HAY02 posts tend to be strategic managers/team leaders in back office functions e.g. Planning, HR, Quality Assurance, Risk and Insurance, whereas HAY01 roles are service managers and deputy head of service. There are more HAY02 roles than HAY01 roles.

5.2.10 The EHRC suggests that as a general rule, difference of 5% or more, or any recurring difference of 3% or more merit further investigation<sup>5</sup>. The gender pay differences in grade bandings within SGC range from 0.10% to 1.37%, below the range meriting further investigation. However, any pay difference, even when less than 3% or 5%, may be open to legal challenge.

5.2.11 A pay gap does not necessarily indicate that different groups are being paid differently for equal work, but may indicate that, for example, there are more women in lower paid roles than men and more men in higher paid roles than women.

5.2.12 Research has identified that, although parents are increasingly flexible, the responsibility for childcare still falls disproportionately upon women. Very few men work part-time; 60%

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<sup>5</sup> <https://www.equalityhumanrights.com/en/multipage-guide/step-4-causes-gender-pay-differences>

of working fathers work more than 40 hours a week compared to just a third of working mothers<sup>6</sup>.

5.2.13 The data shows that women earn more than men in 7 out of the 12 grades where there is a difference in average full-time equivalent salary. As the differences are all under the  $\pm 3\%$  threshold it is concluded that there is equal pay between female and male employees of the council.

5.2.14 SGC is determined/strives to achieve pay equality and therefore will take action as described in the Equalities in Employment Report 2015/16 to address any disparity, despite any gender pay difference being within the 'tolerable' range.

### 5.3 Gender distribution and pay gap – part time staff:

5.3.1 The table below shows the number of part-time contracts within each grade band by gender, and the average full-time equivalent salary paid to staff within that grade band (based on their salary scale point as at end March 2016).

Grade	Mar 2016				% pay gap*		
	Male*		Female*		Mar 16	Mar 13	Mar 11
Grade	Part time contracts	Average full time salary	Part time contracts	Average full time salary	Mar 16	Mar 13	Mar 11
HAY01			3	£55,717	N/A	N/A	-4.46%
HAY02			3	£51,330	N/A	2.89%	3.69%
HAY03	3	£43,878	9	£42,660	2.78%	N/A	1.70%
HAY04	6	£39,147	16	£40,039	-2.28%	1.97%	1.00%
HAY05	16	£36,174	33	£35,993	0.50%	0.43%	1.35%
HAY06	12	£32,575	77	£32,093	1.48%	2.21%	0.79%
HAY07	13	£29,245	154	£29,014	0.79%	-0.43%	-0.03%
HAY08	37	£25,105	425	£25,575	-1.87%	-0.48%	0.61%
HAY09	43	£21,565	809	£22,079	-2.39%	-1.33%	-0.89%
HAY10	32	£18,764	709	£19,044	-1.49%	-2.24%	-2.21%
HAY11	104	£16,866	375	£17,054	-1.12%	0.20%	-0.90%
HAY12	40	£15,590	279	£15,743	-0.98%	-0.62%	0.02%
HAY13	40	£15,145	987	£15,145	0.00%	-0.66%	-0.32%
HAY14	19	£15,145	252	£15,145	0.00%	-0.42%	-0.33%
HAY15	55	£15,145	414	£15,145	0.00%	-0.19%	-0.21%
<b>Total</b>	<b>420</b>	<b>£19,708</b>	<b>4542</b>	<b>£19,243</b>	<b>2.36%</b>	<b>1.54%</b>	<b>3.16%</b>

\*a minus indicates females earning more than males.

5.3.2 The overall gender pay gap for part time staff has reduced from 3.16% in 2011 to 2.36% in 2016. However, there was an increase in the gender pay gap when comparing the pay gap in 2016 (2.36%) to the pay gap in 2013 (1.54%). This is largely because the gender pay gap at HAY13 – HAY15 was removed due to the same full-time equivalent salary being paid to all staff within these grade groups. An increase was also seen in the pay gap within HAY07. This was due to the large difference in numbers of male and female part-time workers within this grade (92% female) and of these, 26% were new starters during this year who started at the bottom of the grade group.

5.3.3 Females in part-time roles earn on average more than men in part-time roles in 6 out of the 10 grades that are occupied by both male and female part-time workers, where there is a difference in average full-time equivalent salary. Recently the number of men working in part-time roles in the council has increased. This means they will have less service than the higher number of longer serving women and their pay rate will reflect this.

#### 5.4 Gender distribution and pay gap – full-time staff:

5.4.1 The table below shows the number of full-time contracts within each grade band by gender, and the average full-time equivalent salary paid to staff within that grade band (based on their salary scale point as at end March 2016).

Grade	Mar 2016						
	Male*		Female*		% pay gap*		
	Full time contracts	Average full time salary	Full time contracts	Average full time salary	Mar 16	Mar 13	Mar 11
HAY01	10	£56,114	10	£55,277	1.49%	-1.26%	-2.94%
HAY02	11	£50,469	15	£50,550	-0.16%	1.40%	1.43%
HAY03	32	£43,960	24	£43,529	0.98%	1.02%	1.71%
HAY04	45	£39,526	40	£39,553	-0.07%	-1.19%	0.00%
HAY05	81	£35,943	57	£35,791	0.42%	1.30%	1.01%
HAY06	86	£32,016	73	£32,121	-0.33%	1.14%	1.59%
HAY07	101	£28,922	194	£28,770	0.53%	0.32%	0.10%
HAY08	61	£25,645	88	£25,586	0.23%	-0.02%	-1.04%
HAY09	126	£22,071	167	£22,042	0.13%	0.24%	-0.01%
HAY10	80	£19,180	94	£19,062	0.62%	-0.36%	-0.86%
HAY11	100	£17,046	20	£17,081	-0.20%	-0.60%	-0.10%
HAY12	13	£15,739	16	£15,803	-0.41%	-0.02%	-0.15%
HAY13					N/A	-0.70%	0.30%
HAY14			1	£15,145	N/A	0.00%	0.11%
HAY15					N/A	N/A	N/A
<b>Total</b>	<b>746</b>	<b>£27,717</b>	<b>799</b>	<b>£27,832</b>	<b>-0.42%</b>	<b>0.40%</b>	<b>1.73%</b>

\*a minus indicates females earning more than males.

5.4.2 The overall gender pay gap for full-time staff has reduced from 1.73% in 2011 to -0.42% in 2016, meaning that women now earn slightly more than men on average in full-time roles.

5.4.3 Proportionately, more men are employed in full-time roles than women, with 64% of male contracts being full-time as opposed to 15% of female contracts. Likewise, more males are employed in full-time, higher graded roles than females, with 74% of full-time male contracts being paid between HAY01 – HAY09 as opposed to 31% of female contracts being paid these rates. This mirrors the research findings detailed above in section 5.2<sup>7</sup>.

Support for targeted positive action programmes aimed at increasing the (%) of women in management roles is being developed as stated in the Equalities and Employment Report 2015/16.

## 5.5 Ethnicity distribution and pay gap

5.5.1 Please note that from 2016, the reporting group has changed. BAME now includes any employee who has disclosed an ethnic group other than White British whereas for previous years, all 'white' ethnic groups were grouped together.

5.5.2 30% of HAY graded staff have not declared their ethnicity or have told us that they prefer not to tell us their ethnicity. Therefore, the data below only includes staff who have declared their ethnicity and is not representative of the entire workforce.

5.5.3 The table below shows the number of contracts within each grade band by ethnicity, and the average full-time equivalent salary paid to staff within that grade band (based on their salary scale point as at end March 2016).

Grade	Mar 2016						
	White British*		BAME*		% pay gap*		
	Employment contracts	Average full time salary	Number of contracts	Average full time salary	Mar 16	Mar 13	Mar 11
HAY01	19	£56,051	2	£53,124	5.22%	N/A	N/A
HAY02	26	£50,562	1	£51,330	-1.52%	-3.06%	-1.21%
HAY03	60	£43,615	2	£44,791	-2.70%	-1.40%	-2.56%
HAY04	97	£39,594	5	£39,480	0.29%	-1.66%	-1.47%
HAY05	153	£35,930	15	£35,785	0.40%	1.49%	-0.42%
HAY06	192	£32,116	22	£32,272	-0.48%	-1.17%	0.48%
HAY07	351	£28,962	38	£29,087	-0.43%	-0.30%	-0.17%
HAY08	454	£25,776	20	£25,632	0.56%	-1.05%	0.28%
HAY09	809	£22,403	33	£21,838	2.52%	2.03%	1.81%
HAY10	520	£19,421	11	£19,310	0.57%	0.80%	1.40%

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[https://www.equalityhumanrights.com/sites/default/files/research\\_report\\_15\\_work\\_and\\_care\\_study\\_of\\_modern\\_parents.pdf](https://www.equalityhumanrights.com/sites/default/files/research_report_15_work_and_care_study_of_modern_parents.pdf)

Mar 2016							
Grade	White British*		BAME*		% pay gap*		
	Employment contracts	Average full time salary	Number of contracts	Average full time salary	Mar 16	Mar 13	Mar 11
HAY11	416	£17,130	17	£17,230	-0.59%	-0.39%	-0.38%
HAY12	230	£15,809	13	£15,909	-0.63%	-0.60%	0.83%
HAY13	481	£15,145	18	£15,145	0.00%	-0.20%	0.11%
HAY14	165	£15,145	4	£15,145	0.00%	-0.29%	-0.33%
HAY15	330	£15,145	23	£15,145	0.00%	-0.18%	0.23%
<b>Total</b>	<b>4303</b>	<b>£22,341</b>	<b>224</b>	<b>£24,213</b>	<b>-8.38%</b>	<b>-5.18%</b>	<b>-5.76%</b>

\*a minus indicates females earning more than males.

- 5.5.4 Of the HAY graded workforce 70% have declared their ethnic origin. Of these, 4.95% have declared themselves to be from a Black, Asian and Minority Ethnic (BAME) group.
- 5.5.5 The overall BAME pay gap when compared to the pay of White British is -8.38% which means that BAME staff earn an average full-time equivalent salary that is higher than White British staff.
- 5.5.6 On a grade by grade analysis employees from BAME groups earn on average more than White British employees in 6 of the 12 grades where there is a difference in average salary. All grades have a declared BAME representation.
- 5.5.7 The highest pay gap is within HAY01 at 5.22%. On looking at the data, the small number of staff within BAME in this grade group contain staff who have started in post within the last 2 years and therefore would not yet be eligible to be paid at the top of the grade. Of the White British staff within this pay group, 19% have eligible service for them to be paid at the top of the grade with a further 52% being in post for more than 2 years.
- 5.5.8 Pay analysis can be misleading due to the small numbers of staff involved. Given the small BAME population across the grades and indeed within the HAY01 grade band, this pay gap would appear to be justifiable.
- 5.6 Disability distribution and pay gap**
- 5.6.1 35% of HAY graded staff have not declared their disability status or have told us that they prefer not to tell us their disability status. Therefore, the data below includes only staff who have declared their disability status.
- 5.6.2 The table below shows the number of contracts within each grade band by disability status, and the average full-time equivalent salary paid to staff within that grade band (based on their salary scale point as at end March 2016).

Mar-16							
Grade	Disabled*		Non-disabled*		% Pay gap*		
	Employment contracts	Average full time salary	Employment contracts	Average full time salary	Mar 16	Mar 13	Mar 11
HAY01	1	£57,311	18	£55,981	-2.38%	1.15%	-2.20%
HAY02			27	£50,590	N/A	N/A	-2.40%
HAY03	2	£44,791	57	£43,681	-2.54%	0.25%	0.99%
HAY04	5	£39,670	95	£39,591	-0.20%	0.15%	-1.55%
HAY05	7	£36,310	150	£35,960	-0.97%	-0.83%	0.31%
HAY06	8	£31,979	190	£32,198	0.68%	-0.23%	-0.75%
HAY07	24	£29,354	352	£28,987	-1.27%	0.20%	-0.72%
HAY08	10	£25,692	438	£25,859	0.65%	-0.69%	-1.43%
HAY09	19	£22,145	770	£22,445	1.33%	-0.48%	-0.02%
HAY10	14	£19,644	470	£19,459	-0.95%	1.27%	-2.69%
HAY11	15	£17,193	385	£17,163	-0.18%	1.24%	-0.09%
HAY12			227	£15,838	N/A	-0.35%	0.55%
HAY13	9	£15,145	453	£15,145	0.00%	0.30%	-0.48%
HAY14	7	£15,145	143	£15,145	0.00%	0.04%	0.06%
HAY15	22	£15,145	282	£15,145	0.00%	-0.13%	-0.16%
<b>Total</b>	<b>143</b>	<b>£23,398</b>	<b>4057</b>	<b>£22,577</b>	<b>-3.64%</b>	<b>2.21%</b>	<b>-4.79%</b>

\* minus indicates disabled earning more than non-disabled.

5.6.3 Of the HAY graded workforce, 65% have declared their disability status. Of these, 3.4% have declared themselves to be disabled.

5.6.4 The overall disabled pay gap when compared to the pay of non-disabled staff is -3.64%. On a grade by grade analysis employees who have declared themselves as disabled earn on average more than non-disabled employees in 7 of the 10 grades where there is a difference in average salary. Only HAY02 and HAY12 grades have a no staff declaring themselves as disabled.

5.6.5 This data suggests that this pay gap is within acceptable parameters and does not require any further exploration.

## 5.7 Age group and pay distribution

5.7.1 The following table shows grades by age group, and the number of contracts:

Grade	Age Group						Total
	<20	20-29	30-39	40-49	50-59	60+	
HAY01				7	13	3	23
HAY02			3	13	13		29
HAY03			11	17	33	4	65
HAY04			10	46	40	11	107
HAY05		5	44	48	70	20	187
HAY06		9	70	77	69	23	248

Grade	Age Group						Total
	<20	20-29	30-39	40-49	50-59	60+	
HAY07		47	137	120	127	31	462
HAY08		51	80	187	247	46	611
HAY09	1	124	183	384	370	83	1145
HAY10	4	103	172	372	211	53	915
HAY11	4	59	83	158	195	100	599
HAY12	5	16	51	104	119	53	348
HAY13	7	56	190	406	250	118	1027
HAY14	2	23	48	107	66	26	272
HAY15	7	35	72	151	139	65	469
<b>Total</b>	<b>30</b>	<b>528</b>	<b>1154</b>	<b>2197</b>	<b>1962</b>	<b>636</b>	<b>6507</b>

5.7.2 The following table shows the average full-time equivalent salary by age group and grade:

Grade	Age Group						Total
	<20	20-29	30-39	40-49	50-59	60+	
HAY01				£55,088	£55,655	£57,311	£55,698
HAY02			£49,374	£50,610	£50,873		£50,600
HAY03			£42,293	£43,600	£44,043	£44,791	£43,677
HAY04			£39,394	£39,421	£39,736	£39,958	£39,592
HAY05		£35,122	£35,437	£35,795	£36,272	£36,299	£35,925
HAY06		£31,200	£31,699	£32,281	£32,329	£32,359	£32,098
HAY07		£27,948	£28,911	£28,955	£29,058	£29,401	£28,898
HAY08		£24,593	£25,090	£25,480	£25,849	£26,158	£25,555
HAY09	£20,253	£21,100	£21,527	£22,036	£22,532	£22,605	£22,053
HAY10	£17,714	£18,457	£18,673	£19,156	£19,387	£19,408	£19,048
HAY11	£16,231	£16,514	£16,904	£16,956	£17,172	£17,259	£17,021
HAY12	£15,333	£15,529	£15,586	£15,720	£15,783	£15,854	£15,728
HAY13	£15,145	£15,145	£15,145	£15,145	£15,145	£15,145	£15,145
HAY14	£15,145	£15,145	£15,145	£15,145	£15,145	£15,145	£15,145
HAY15	£15,145	£15,145	£15,145	£15,145	£15,145	£15,145	£15,145
<b>Total</b>	<b>£15,834</b>	<b>£19,869</b>	<b>£21,488</b>	<b>£20,937</b>	<b>£22,333</b>	<b>£20,459</b>	<b>£21,299</b>

5.7.3 The majority of staff in the different age groups are paid on grades HAY09 or HAY13, with staff under 20 being paid on grades HAY09 – HAY15. In all grades, staff in the oldest age group within that grade band are paid the highest average full-time equivalent salary, with the average salary increasing for each higher age group. This is the same

across all grade groups and is linked to older staff having longer service and therefore progressing up the grade scale leading to a higher salary.

5.7.4 HAY01 staff are all aged 40+, HAY02 - HAY04 staff 30+, HAY05 – HAY08 are all aged 20+ and staff on grades HAY09 and below cover the whole age range from under 20 to over 60. Again, as higher graded roles generally require more knowledge, skills and experience, it suggests that no further exploration is required.

## **5.8 Other protected groups**

5.8.1 82% of the HAY grade population have not declared their sexual orientation or their religion/belief.

5.8.2 SGC began to collect data for new employees on sexual orientation and religion in 2008. Existing staff are able to update their equalities information via MyView.

5.8.3 SGC do not currently record information on marriage and civil partnership, or gender reassignment.

5.8.4 Therefore, given this lack of data it is not possible to analyse pay gaps in these protected groups in a meaningful way.

5.8.5 SGC has a Maternity Leave and Pay Handbook which ensures that pregnant employees or employees on maternity leave do not suffer any detriment in relation to their work and pay due to these protected characteristics. Therefore no specific analysis in this area has been undertaken; pregnant employees and employees on maternity leave are still included in all relevant data used for analysis within this report.

## **6. Conclusions**

6.1 South Gloucestershire Council does give equal pay for equal work irrespective of an employee's gender, race or disability. There is an overall pay gap of 17.33% within the HAY-graded workforce which, although this has reduced on previous years, reflects the predominance of women working in grades HAY06 – HAY15 and in part time roles as compared to men.

6.2 This does not mean that the council's pay practices are flawed but we will examine them regularly to check they are justified, to eliminate bias, and maximise fairness. To achieve a better balance of women and men and other groups across disciplines and grades it is important to ensure that progressive policies and activities develop the careers of protected groups in equal measure.

6.3 The council is committed to delivering equal treatment for all its employees. We will take action to address discrimination, harassment and victimisation because of an employee's protected characteristic.

6.4 Disclosing personal information is not mandatory and some employees have chosen not to divulge their personal data. This means that data in some cases is not based on 100% of employees and therefore pay analysis could be misleading.

## 7. What Next?

7.1 The council will continue with its efforts to provide equal pay and to close any pay gaps through:

- Reporting the findings of the equal pay audit to the HR Management team, Trade Unions, Chief Officers Management Team (COMT), Joint Consultative Committee (JCC) and the Equality and Diversity Action Team (EDAT).
- Continue existing good practice to take a fair and consistent approach to pay.
- Compliance with equalities legislation.
- Ensuring Flexible working practices promote equality of opportunity in the workforce e.g. adoption leave, childcare vouchers, dependents care leave, flexible working, homeworking, maternity leave, parental leave, paternity leave. HR continually review policies and procedures to ensure that they are fit for purpose and legally compliant.
- Continue to advise employees of the benefits and proactive work undertaken to improve performance based on data received from disclosed equalities monitoring information.
- Continue to produce and publish an Annual Equalities in Employment report in order to assess a wide range of equalities in employment issues.