

Royal Borough of Kingston upon Thames

Gender Pay Gap Report

March 2024



THE ROYAL BOROUGH OF
KINGSTON
UPON THAMES

What is the Gender Pay Gap?

A gender pay gap is a measure of disadvantage (a gap) expressed as a comparison between what on average, men earn and what, on average, women earn (gender gap).

The Gender Pay Gap information Regulations require public sector organisations with 250 or more employees to publish their gender pay gap data on the snapshot date of 31 March 2024.

How do we measure the Gender Pay Gap?

Organisations are required to measure their gender pay gap in several different ways. The measures used are consistent with those being used to report on the gender pay gap at national level.

The gender pay gap measures being used are:

- Median
- Mean
- Quartile pay bands
- Bonus pay measure - not applicable as the Royal Borough of Kingston upon Thames does not pay bonuses.

Each of these measures gives a slightly different perspective on the gender pay gap, however each measure is more meaningful if read alongside the others and in the context of an organisation's overall HR and payroll policies and practices.

In terms of the gender pay gap, a positive pay gap indicates that men are paid more whilst a negative pay gap indicates women are paid more.

- A positive percentage figure reveals that typically or overall, female employees have lower pay or bonuses than male employees.
- A negative percentage figure reveals that typically or overall, male employees have lower pay or bonuses than female employees.
- A zero percentage figure (which is highly unlikely, but could exist for a median pay gap where a lot of employees are concentrated in the same pay grade) would reveal no gap between the pay or bonuses of typical male and female employees or completely equal pay or bonuses overall.

Source : http://m.acas.org.uk/media/pdf/m/4/Managing_gender_pay_reporting_04_12_17.pdf

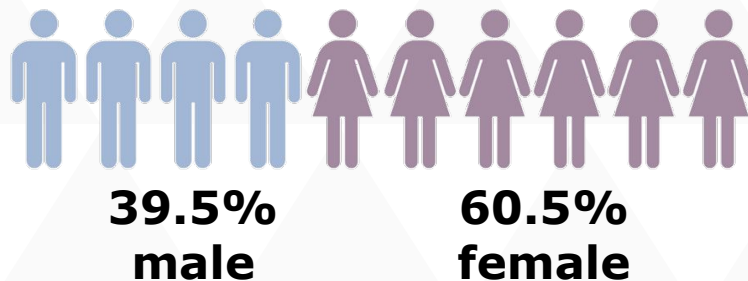
Who is included in our Gender Pay Gap reporting?

This data is based on all council employees (excluding school based staff) who were employed on 31st March 2024. For calculation purposes, only “full-pay relevant employees” are included.

A “full-pay relevant employee” is an employee who is paid their full usual pay during the pay period on the snapshot date i.e. 31st March 2024. If the employee is paid less than their usual rate because of being on leave for that period, they are not counted as a full-pay relevant employee.

For example: If an employee is on any kind of leave and not being paid their full usual amount in the pay period for reasons such as Statutory Sick Pay or Statutory Maternity Pay then they are not full-pay relevant employees.

Workforce split of those included in the Gender Pay Gap reporting as at 31st March 2024:



Mean Pay Gap

The mean pay gap is calculated by subtracting the average hourly rate of female employees from the average hourly rate of men. This difference is then divided by the average hourly rate of men.

$$\frac{(\text{Men's hourly pay} - \text{women's hourly pay})}{\text{Men's hourly pay}}$$

Mean pay gap as at 2024:

2.96%

As of March 2024, the Council's mean pay gap is **2.96%** which means there is a small gap between the pay of typical male and female employees.

2021	2022	2023
2.37%	4.34%	0.83%

The gender pay gap has increased since 2023. Men are more likely to be in higher paid roles than women. For every £100 a man earns, a woman will earn £97.04

Median Pay Gap

The median pay gap is the difference between the median hourly rate of pay of male full-pay relevant employees and the median hourly rate of pay of female full-pay relevant employees.

The median is the middle figure. Identifying the wage of the middle earner is a representation of the 'typical' gender difference.

As of March 2024, the Council's median pay gap is **8.34%** which means there is a material gap between the pay of typical male and female employees.

2021	2022	2023
2.5%	11.76%	1.82%

The median gender pay gap has increased since 2023.

Men are more likely to be in higher paid roles than women. For every £100 a man earns, a woman will earn £91.66.

Median pay gap as at 2024:

8.34%

Why does a Gender Pay Gap arise?

There's no single reason behind the gender pay gap - it's a complex issue where there is no short-term 'quick-fix' and it can flex up and down, depending on how well women are distributed across the quartiles, in particular the highest and lowest paid roles.

As at 31 March 2024 65% of the senior leadership team are female, which is a slight decrease from 66% last year.

In addition to this, last year, 51% of staff in grades A-D were female. On 31st March 2024, this increased to 56.7%, which heightened the gender split in our lowest paid roles.

The split in the other two quartiles as reported in slide 7, shows the complex distribution of men and women in lower middle and upper middle quartiles. There are more females overall in the lowest two quartiles. The upper middle quartile is well represented by women aiding the small gap.

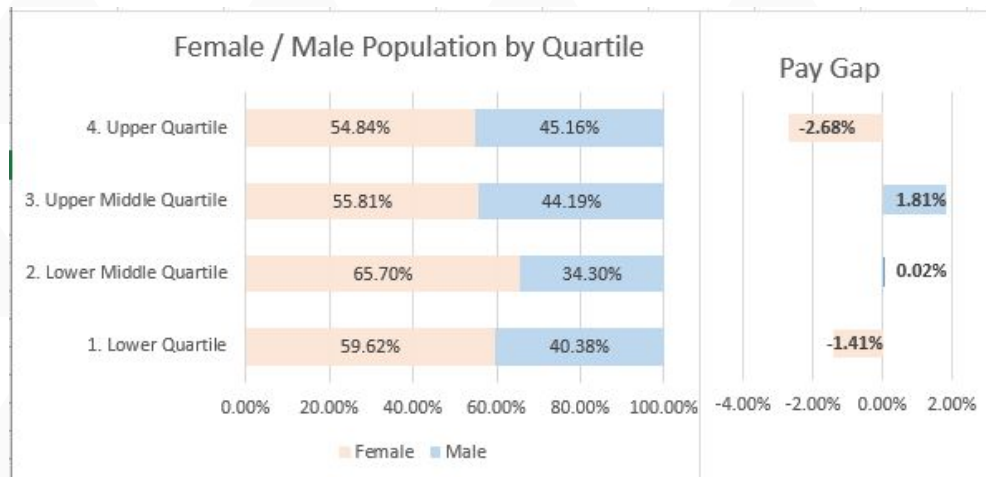
Split by Pay Quartiles

The numbers below illustrate the gender distribution across Royal Borough of Kingston in four equally sized quartiles based on hourly pay rates, with the lower quartile including the lowest-paid 25% of employees and the upper quartile covering the highest-paid 25% of employees.

“Quartile pay bands” are the proportion of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands. All full-pay relevant employees are divided into 4 quartiles.

At Royal Borough of Kingston there is a high concentration of women in the lower middle quartile, and the proportion of men increases in the upper quartile compared to women. The overall workforce split is 60.5% women and 39.5% men, in the upper quartile the gender split is 55% women and 45% men which is a slightly higher proportion of men in this quartile when compared to the overall workforce composition.

The quartile data indicates that there is a gender disparity in favour of women in quartiles 1 and 4 which is more than compensated for by the disparity in favour of men in quartiles 2 and 3.



What the Gender Pay Gap does not address

- The gender pay gap does not stem from paying men and women differently for the same or equivalent work
- The Council has a fair and equitable Pay and Reward policy in place
- All roles are evaluated using job evaluation methodology with trained evaluators
- This ensures equal pay for male and female employees who are carrying out the same or equivalent work, regardless of their gender or any other characteristic
- A higher proportion of women do often choose to work in occupations that offer less financial reward (e.g., administration)
- Many high paying sectors being disproportionately made up of male workers (e.g., information and communications technology)*
- A much higher proportion of women working part-time, and part-time workers earning less than their full-time counterparts on average *
- Women being more likely to have had breaks from work which have affected their career progression, meaning that they are less likely to have progressed up the career ladder into higher paying senior roles*
- Individuals who do not identify as male or female
- Individuals who prefer not to share their gender identity

What are we doing to close the gap?

Gender pay is a subject that The Royal Borough of Kingston is committed to doing everything that it can to reduce the gap. However, we recognise that our scope to act is limited in some areas. For example, we have no direct control over the areas that individuals choose to study or the career choices that they make.

Current workforce data tells us that the Council is attracting and retaining women and that it has a good representative number of female employees across all four pay quartiles.

We are committed to taking a long-term view of resourcing, developing and engaging with our workforce to encourage gender equality at work.

We will take the following actions over the next 12 months:

- Ongoing gender monitoring
- Using our existing Staff Networks to address discussions surrounding Equality, Diversity and Inclusion
- Ensuring Equality, Diversity and Inclusion training is available for our staff
- Promotion of policies to encourage all employees to take advantage of arrangements that enable them to fulfil their caring responsibilities, such as flexible working, shared parental leave, etc.
- Ongoing review of and improvements to recruitment processes
- More targeted use of the apprenticeship levy to support services in which we are experiencing difficulties in the recruitment and retention of staff

What are we doing to support gender equality?

- Launched a menopause policy, held menopause coffee mornings and menopause workshops, delivered with Henpecked, supporting our accreditation as a Bloody Good employer.
- We hosted a Women's Safety event focusing on risks women are exposed to.
- We hosted a joint session with the London Borough of Sutton for our staff on PCOS and Endometriosis at work
- We celebrated International Women's Day with Kingston Violence Against Women and Girls (VAWG) and co-produced strategy focus group event.
- Launched a neurodiversity policy, reasonable adjustments passport and guidance for recognised conditions
- A further cohort of reverse mentors were matched to staff to give insight and exposure to different perspectives.
- Diverse panels have been extended to include all protected characteristics, not just ethnicity and gender.
- Introduced a guaranteed interview scheme for Care Experienced applicants, and those with Armed Forces experience.
- We have committed to becoming an Age Friendly Employer and are actively working towards accreditation.
- Anonymous application forms continue to eliminate bias, and ensure applicants are shortlisted purely on merit.
- We continue to monitor application levels/shortlisting and appointment activity of candidates based on gender and other equality characteristics. On average 54% of those shortlisted and 65% of those appointed are female, confirming there is no adverse impact on females in the shortlisting and appointment process.
- New Performance review framework, providing a forum for regular career and personal development conversations.
- Introduced a suite of new people policies including a specific Equality, Diversity and Inclusion policy and Wellbeing policy.
- Updated our Working in Kingston hybrid working and to continue to support hybrid and flexible working.

What are we doing for Inclusive Kingston?

- We have six equality staff network groups across the council, each with a senior manager and Member sponsor, these include BAME+Allies, LGBTQIA+Allies, Early Careers+Allies, Women's+Allies, Carers+Allies, Disability and Wellbeing+Allies who all meet regularly, and are helping build awareness of the needs of all, help us adopt fair and respectful treatment of our staff.
- Our staff networks regularly hold events to raise awareness and support colleagues as well as inform policy changes and updates through regular engagement and time to discuss key topics.
- We delivered an organisational wide "Bring Your Whole Self to Work" learning and development initiative where 663 of our staff attended to learn about unconscious bias and discuss the culture at work.
- We hosted 9 Supported Internships across differing services in the Council.
- We continue to encourage our staff to feel comfortable about sharing their equalities information on iTrent to allow more accurate reporting and data analysis.
- We have been working to increase regular communication about the actions we are taking in relation to EDI and continue to deliver the final year of our 5 year Inclusive Kingston strategy.
- We developed a quarterly Wellbeing newsletter for all of our staff and our Mental Health First Aiders directly support our staff.
- We published our detailed equalities workforce report for 2023.
- Whilst these aren't specifically addressing the gender pay, they promote our commitment to challenges faced by women at work, and other groups who require support in the workplace.

Plans for the future - we will

- Develop a new Inclusive Kingston strategy for 2025 - 2029.
- In preparation for the development of our new Inclusive Kingston strategy and to inform our work around culture we will ask specific EDI questions in our staff survey and analyse by equalities characteristics.
- Develop further by continuing to tackle inequality and make Kingston a more equitable and fair place to live and work, providing opportunities to those who are underrepresented and provide support.
- Continue to deliver our People & OD strategy to allow us to proactively align our culture to our purpose of Making Kingston, Greener, Fairer and Safer Together creating an inclusive culture.
- Work with the leadership team where there is more of a gender imbalance to raise awareness and seek to address imbalances where possible.
- Continue to grow our active Women's +allies network and provide open discussion sessions around empowering women and understanding barriers to progression, including our Carer's network.
- Continue to engage with our staff through our regular channels of communication and engagement.
- Review our HR policies and associated terms and conditions to ensure they are inclusive, support and create a diverse culture, and Equality impact assessed.
- Improve workforce diversity monitoring across the Council in order to improve our self declaration rates to provide richer information on the makeup of our workforce.
- Continue to ask staff to declare their sensitive information so we can explore differences in demographic results such as gender differences.
- Provide training to empower our colleagues to take action when they hear or see behaviours that are inconsistent with our values and respect for individuals or groups.
- We will work with our leaders to ensure we are prioritising an inclusive culture and environment for our staff.