

# Chelmsford College Group

## Gender Pay Gap Report

**Manager Responsible:** Deputy 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 2022/23 by 30<sup>th</sup> March 2024. This requirement applies to all organisations with a headcount of 250+, the data used for this report is as at 31<sup>st</sup> March 2023. 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.govuk/genderpaygap](http://www.govuk/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**

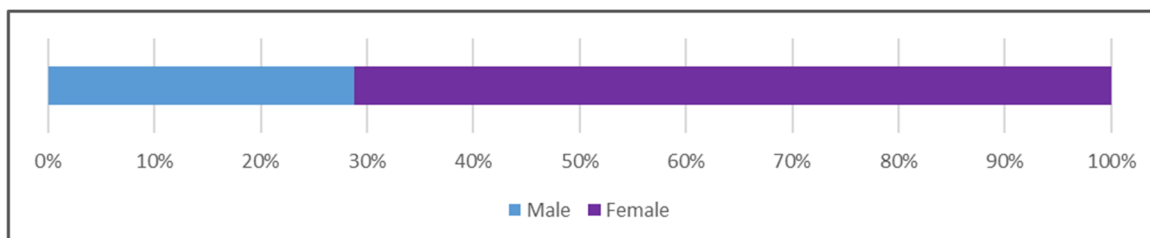
The gap, put simply, is the difference between a man's and woman's hourly rate of pay. This report is based on payroll and gender information for the snapshot date of the 31 March 2023. The number of employees at the College as at the snapshot date is **351**. The Census excludes those receiving statutory Sickness or Maternity Pay.

The College does not operate a bonus scheme.

- The mean gender pay gap for the College is 17.8% (19.5% & 20.1% in previous reporting periods).
- The median gender pay gap for the College is 28% (31.2% & 34.9% in previous reporting periods)

## 2.2. **Pay Quartiles by Gender**

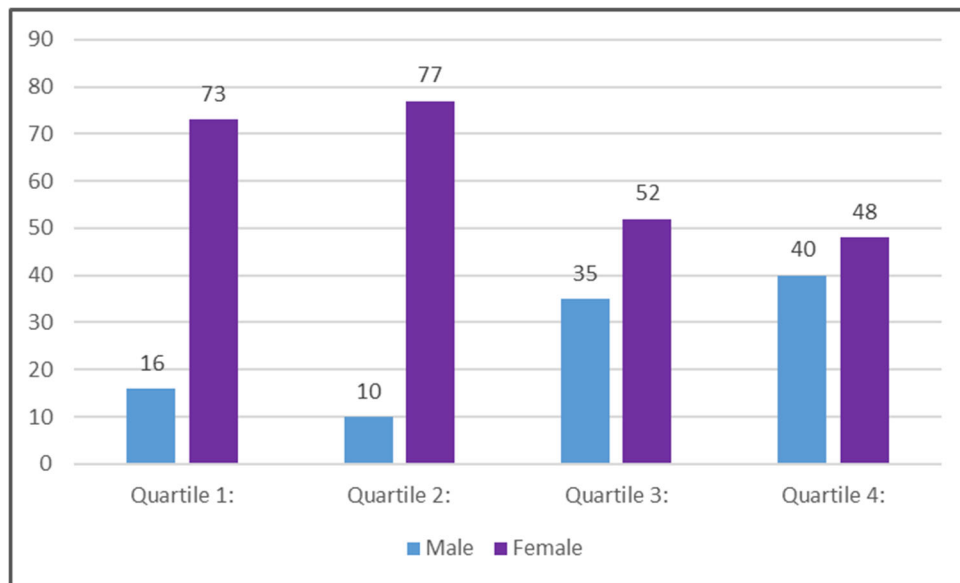
The College employs substantially more women than men in roles which attract a lower hourly rate. The gender split within our workforce at the snapshot date is 71% female and 29% male: showing a marginal increase in female employees over the previous year.



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 stated 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	17.98%	82.02%	Includes all employees whose standard hourly rate places them at or below the lower quartile
2	11.49%	88.51%	Includes all employees whose standard hourly rate places them above the lower quartile but at or below the median
3	40.23%	59.77%	Includes all employees whose standard hourly rate places them above the median but at or below the upper quartile
4	45.45%	54.55%	Includes all employees whose standard hourly rates places them above the upper quartile

The data is shown here in graphical form below.



**Quartile 1** consists of a variety of posts which include: employed apprentices, nursery staff, catering assistants, reception staff, site assistants and a proportion of administrative and technical posts. A high proportion of these job types are term time only and therefore prove attractive to those who traditionally have primary care responsibilities for children and relatives.

**Quartile 2** equally consists of a variety of posts which include: IT staff, engineers, nursery staff, catering posts, student support posts, unqualified teachers, and a proportion of administrative and technical posts. A high proportion of these post types attract applicants who are looking for the inherent flexibilities they offer. This includes part time and term time only working, which is likely to prove attractive to those having primary responsibilities for childcare and supporting the needs of close relatives.

**Quartile 3** consists of a range of posts including: 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) is **14.3%**.<sup>1</sup>

### 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 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 there is clearly a much higher proportion of female staff to male staff in bands 1 and 2. However, the balance in the top band has swung in favour of female staff, even though there has been a small increase in male staff in band 3.

Also, we can analyse the data by group of staff.

	Male Rate	Female Rate	Difference	Diff as a % of Male	Diff as a % 2022
Senior Management					
Mean Average	£42.37	£34.04	£8.33	19.66%	↖ 15.71%
Median Average	£35.17	£30.14	£5.03	14.30%	↖ 12.99%
Academic Staff					
Mean Average	£19.33	£19.09	£0.24	1.25%	↘ 2.91%
Median Average	£19.58	£19.58	£0.00	0.00%	↘ 0.00%
Learning Support					
Mean Average	£12.49	£12.83	-£0.34	-2.69%	↖ -5.27%
Median Average	£12.44	£12.36	£0.08	0.64%	↖ 0.00%
Remainder <sup>1</sup> ; Inc APR					
Mean Average	£14.97	£12.24	£2.74	18.27%	↘ 22.76%
Median Average	£14.19	£10.77	£3.42	24.10%	↖ 18.30%
Remainder <sup>1</sup> ; Ex APR					
Mean Average	£15.20	£12.42	£2.79	18.33%	↘ 22.81%
Median Average	£14.19	£10.77	£3.42	24.10%	↖ 18.57%

<sup>1</sup> Managers who are not part of SMT and Business Support staff.

<sup>1</sup> <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2023>

This difference 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 where responsibilities are most similar across the cohort. The specific make-up of the senior management team will be discussed in the next point.

The amount of personnel in the senior management team is relatively small. This difference is attributed to changes in pay within the senior management team.

The pay gap within the academic and learning support staff has decreased which demonstrates an improvement in equality of pay in these roles.

There is a disproportionate large increase in the gap amongst apprentices which is again due to this being a very small pool of staff which is also influenced by pay levels being set by age, which is a factor that the College does not control.

Overall, the change in pay gap has seen a swing towards female staff in the top band and a swing towards male staff in bands 1 and 3. The biggest swing towards female staff is in band 2 which is likely accounted for by pay increases lifting staff out of band 1 for example nursery apprentices where this is a role that is traditionally predominantly staffed by females. It is a positive development to see a swing of 4.55% towards female staff in the top band.

#### 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:

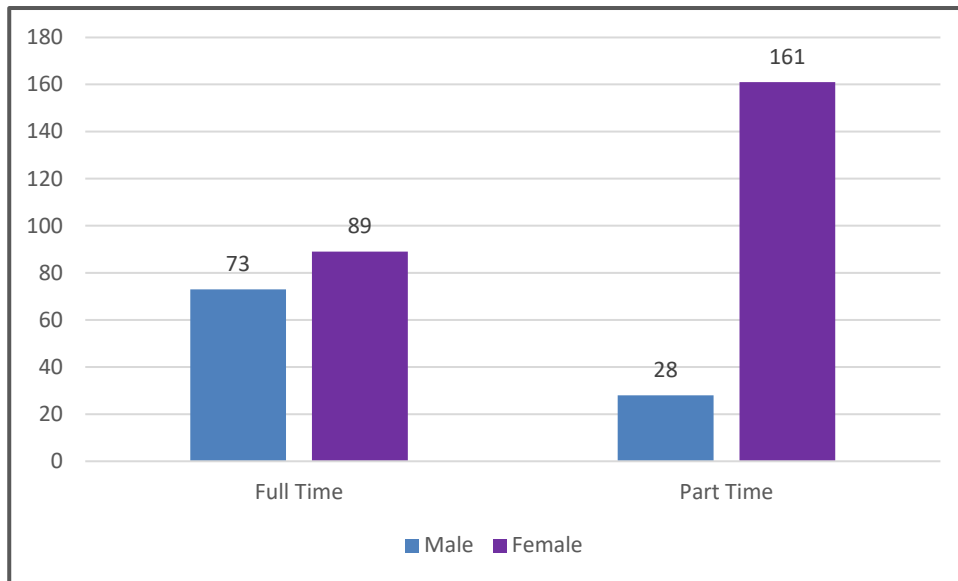
- Provides equality training for staff across the College.
- Evaluates job roles created against existing roles and pay grades as necessary to ensure a fair structure.
- Operates policies to ensure that staff have a mechanism to bring to management's attention any apparent unfairness.

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, 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 quartiles 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, four are women. At executive level, we are proud to report that out of three Executive Group members, two are women. (Data as at 31<sup>st</sup> March 2023, the census date). 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 6 are women.

Additionally, 1 of the Academic Middle Management roles leading the traditionally male led curriculum department of Construction is held by a female. Following a restructure within the 2021/22 academic year, this led to the additional recruitment of a CAM in terms of splitting engineering and electrical which has culminated in the appointment of two male managers, which would have affected the pay gap in terms of leadership and management. (Data as at 31<sup>st</sup> March 2023, the census date).

Women are more likely than men to have had breaks from work that have affected their career progression, for example to bring up children. They 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. Even so, the increase in part time staff does reflect the colleges positive approach to flexible working.



We have seen an increase in the number of males in quartile 1 and 3 but a reduction in quartiles 2 and 4.

## 2.5. **How we have addressed 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 2023 the College has strived and has been committed to:

- Monitoring gender as it relates to applications and interview outcomes for all applicants.
- Considering gender statistics in a range of employment situations including performance management and absence.
- In undertaking the Annual Reviews of College pay, it is done so taking into consideration all factors including: retention; equality of pay; performance and gender pay.
- A differentiated approach to the annual pay award was applied.



- Ongoing reviews and appropriate differentials of the business support pay grades were applied.
- Applied the statutory changes to the National Minimum Wage.
- Introduced half termly college executive group review panels which will include decisions taken in relation to 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 keep current policies under review and to 'Think Gender' when developing such policies.
- To consider gender pay statistics in terms of genders leaving the organisation. To report this data periodically to the Senior Management Team.
- To continue to keep under review flexible working policies.

### **3. Conclusion**

- 3.1. The College will report the information on the Gender Pay Gap by the 30<sup>th</sup> March 2024 in accordance with the information laid out in this paper.
- 3.2. 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.
- 3.3. The College is confident that it pays all employees in a fair and equitable way for the same work undertaken.
- 3.4. We will continue to monitor and review employee statistics.

Signed by  \_\_\_\_\_  
Principal and Chief Executive