

Gender Pay Gap Report

March 2019





Northumberland
County Council

Gender Pay Gap Report

Name of Group:	Northumberland County Council Workforce
Date of Analysis:	As at 31 March 2018
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1. Introduction

All public sector employers are required to publish information about gender pay gaps by 31 March on an annual basis. The information provided within this report is based on a snapshot date of 31 March 2018.

This is our second gender pay gap analysis and it is a report which shows the difference in the average pay between employees of male and female gender which are defined as all men and women in the workforce. If a workforce has a high pay gap this can indicate issues within the organisation and the calculations can help identify the issues.

Gender pay gap is not the same as equal pay which is defined as pay differences between genders when carrying out the same roles/jobs of equal value.

Northumberland County Council's Pay Policy is based on the consistency, fairness and transparency to ensure reward is given fairly irrespective of gender and this can be viewed at www.northumberland.gov.uk.

This report complies with the requirements of government legislation in regards to content and publication.

This report contains data analysis and sets out the relevant applicable action(s) required by Northumberland County Council ("NCC") to close the gender pay gap in the organisation together with actions achieved in the last twelve months which were set out in our previous Gender Pay Gap Report which can be found at northumberland.gov.uk.

2. Scope of the report

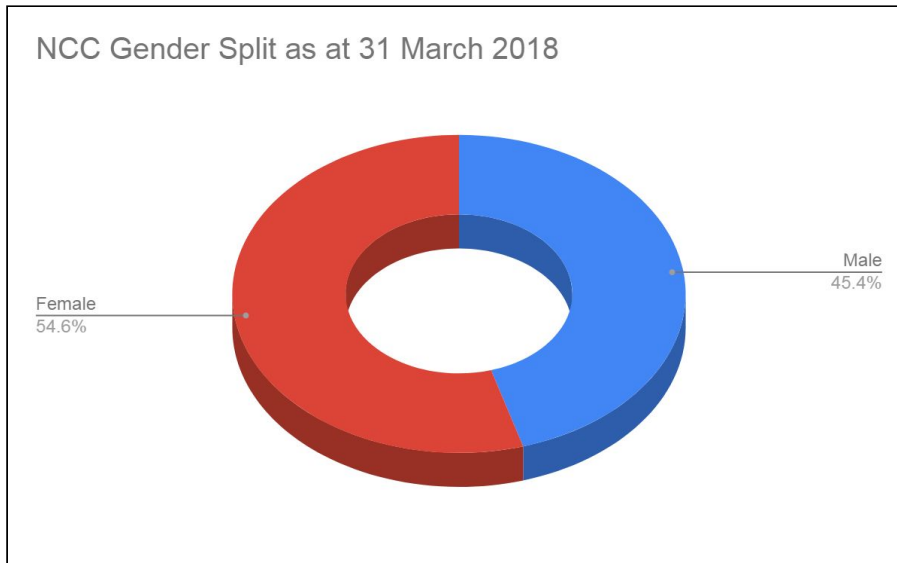
Included in the data used for this report are all employees of Northumberland County Council who were in employment on 31 March 2018. This includes all areas of the Council including - Finance, Fire & Rescue, HR/OD & People, Place, Adults and Childrens Directorates but does not include NCC School employees as each school is required to provide their own gender pay gap information as their own organisation.

The report also takes into account the work undertaken to date by the Council on its previous actions which were set out in the Gender Pay Gap Report published on 1 April 2018 and such actions and work to date are therefore within the scope of the report.

3. Current position

3a) Gender Profile

The information is based on a snapshot date of 31 March 2018. On this date the workforce consisted of 54.57% female employees and 45.43% male employees within NCC.



2017/2018 Comparison - Gender profile

	2017		2018	
	Men	Women	Men	Women
Gender Profile	44.9%	55.1%	45.4%	54.6%

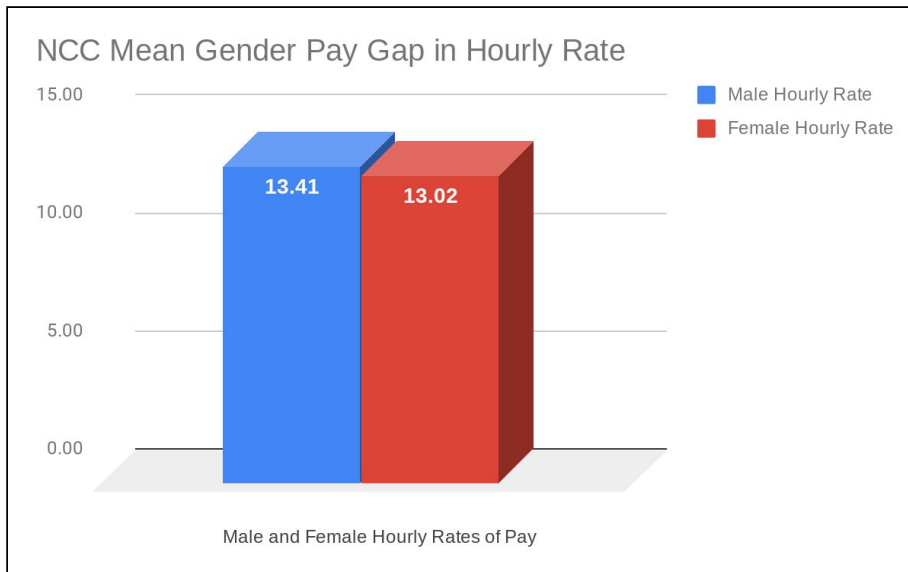
There has been a 0.5% shift from female employees to male employees since the report in 2017. This could be due to the date of the report as Local Services appoint to seasonal positions in March that based on reviewing the data historically attract the majority of applicants to be of male gender although there are an increasing number of female applicants who have applied and been successful for these roles and this is an area which the Council is regularly reviewing.

3b) Gender Pay Gap in Hourly Pay

Mean

The mean gender pay gap in hourly pay is the difference between the male mean hourly pay and that of females mean hourly pay. The mean is the average calculated by dividing the sum of all rates of pay (male or female) and dividing by the number of employees. The mean

gender pay gap in hourly pay as a percentage for NCC is **2.9%**.



Within NCC the average difference in hourly pay from a male to a female is 2.9% (females earn 2.9% less).

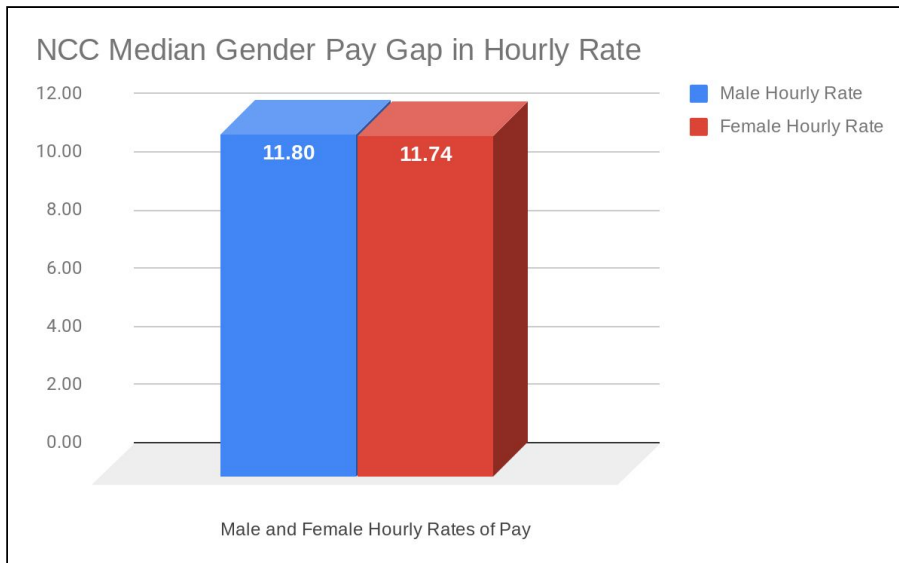
2017/2018 Comparison - Mean

	2017		2018	
	<i>Men</i>	<i>Women</i>	<i>Men</i>	<i>Women</i>
<i>Mean Hourly Rate</i>	<i>13.14</i>	<i>12.86</i>	<i>13.41</i>	<i>13.02</i>

The median for 2017 was 2.17% so there has been an increase in the difference of the average hourly rate in the 2018 report by 0.73 %. The difference between the gender pay in 2017 was 28p this has increased to 39p. The Male average rate of pay has increased by 27p, Female average pay has increased by 16p.

Median

The median gender pay gap in hourly pay is the difference between the male median hourly pay female median hourly pay. The median is the midpoint of a range of values therefore the mid hourly pay point for both males and females within the organisation.



Within NCC the gender gap in median hourly pay between male and female employees is 0.5% (females earn 0.5% less)

The gender pay gap in NCC is substantially below the provisional ONS figure for the 2018 national average median pay gap for all employees, which is 17.9% in favour of male employees. The gender pay gap in this organisation is due to the males employed having jobs at higher grades that relates to the skills and knowledge required for the role compared to females, particularly within middle management roles (Pay bands 8-10), this is the only work quartile (Upper Middle) in which males outweigh females. NCC uses local pay bands with specific pay ranges. Bands vary by levels of responsibility and each band has a set range of increments. Employees move through the increments through time regardless of gender. The bands are being reviewed pending the NJC pay review for 2019 so may change in the future due to an increase in spinal column points within bands. For this report hourly rate is calculated from base pay.

2017/2018 Comparison - Median

	2017		2018	
	<i>Men</i>	<i>Women</i>	<i>Men</i>	<i>Women</i>
<i>Median Hourly Rate</i>	11.69	11.63	11.80	11.74

The median figure has reduced by 0.01% , in 2017 the figure was 0.51% and in 2018 is 0.5%. The amount of pay difference remains the same as 6p so percentage change is nominal.

4. Bonus Gender Pay Gap

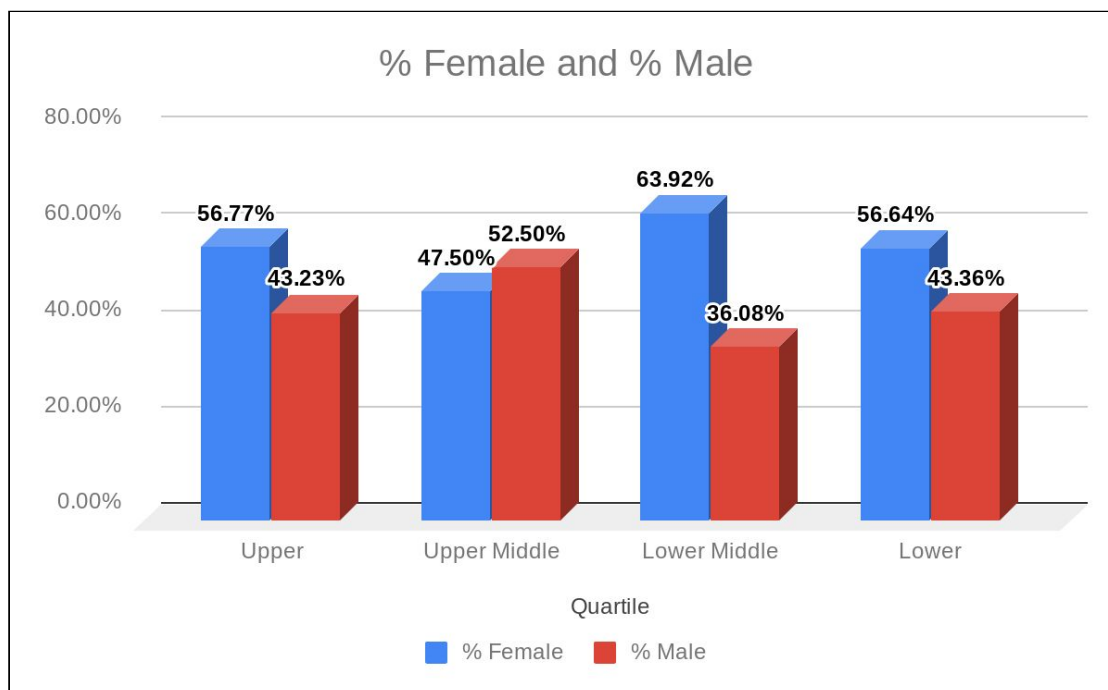
Following a job evaluation and single status exercise in 2011, the pay framework for NCC

does not allow the provision of bonus payments to employees. Therefore there is no data in relation to this as part of the report as it does not form part of the pay framework for the Council and is therefore out of scope.

5. Proportion of Males and Females in each Pay Quartile

The gender pay gap regulations require reporting for the organisation to be split into 4 quartiles dependent on earnings and gender. For NCC, this reflected a split in pay bands as follows :

Upper	Senior manager grades + Pay Bands 7-13
Upper Middle	Pay Bands 5,6,7
Lower Middle	Pay Bands 4,5
Lower	Pay Bands 2 ,3,4



The percentage of female employees are similar in the upper and lower quartiles (about 56%). In the middle quartiles the results are mixed. Upper Middle is the only quartile where there is a higher percentage (52.5%) of males. The majority of first line manager roles in areas that in the past have been male dominated work areas such as Planning, Highways Maintenance and Neighbourhood services roles are part of this quartile. In the lower middle quartile just under two thirds (63.92%) of employees are female. The higher proportion of females to males in most quartiles of the organisation will be a consequence of two factors: females occupying more junior roles and senior management within NCC, defined as the organisations leadership team, has a high percentage of female employees. The Upper Middle quartile result is explained by roles within service areas at Pay Bands 5,6 and 7 being predominantly male.

2017/2018 Quartile Comparison

	2017 %		2018 %	
	<i>Men</i>	<i>Women</i>	<i>Men</i>	<i>Women</i>
<i>Upper</i>	44.08	55.92	43.23	56.77
<i>Upper middle</i>	53.66	46.32	52.50	47.50
<i>Lower middle</i>	35.79	64.21	36.08	63.92
<i>Lower</i>	44.43	55.57	43.36	56.64

There have been nominal shifts in all quartiles of employment since 2017 although not significant enough to change any area substantially. The high percentage of females in the Upper quartile has helped the council to sustain results in regards to Gender Pay Gap and the female figure within the Upper quartile has increased by 0.85%, this will maintain the mean and median figures. The Upper Middle quartile is the only quartile where more males are employed than females although this figure has decreased in 2018 by 1.16%. Males have increased in the Lower Middle quartile by 0.29% and Females have increased in the Lower quartile by 1.07%.

6. Conclusion

The Gender Pay Gap within Northumberland County Council is lower than other north east regional local authorities that have published data for 2018, other than Redcar and Cleveland Borough Council. Data has been compared through published data on the government website, with both hourly rate percentages at mean and median at less than 2.9%. It is also considerably lower than the national average median figure for all employees which is 8.6% (Office of national statistics - gender Pay gap in the UK). Although this is a positive situation, NCC is committed to reducing and hopefully eliminating the gender pay gap in the future, as set out below.

7. Actions to remove the Gender Pay Gap - Actions undertaken and future plans for the organisation?

NCC is committed to reducing its gender pay gap, and supporting the development of all of our employees through a range of actions.

Progress Since Publication in March 2018

Following the first report in 2017 a number of actions were undertaken to support the objective, and in line with NCC's Public Sector Equality Duty, they are :-

Future Talent

- Support and develop the careers of females within the organisation and put strategies in place to ensure females are not disadvantaged in comparison to male employees. In particular in succession planning by working with service leads to remove unconscious bias when forward planning by using an internally devised Succession Planning electronic toolkit to support managers.
- Review Pay Policy on an annual basis to ensure the policy meets objectives.
- Continued support to employees through Coaching within the organisation. NCC have an internal cohort of trained coaches that can be used to coach employees and provide confidence in their working practices and to support career development.
- A comprehensive campaign to promote 'balance for better' for international women's day featuring a wide range of female leaders and employees throughout the organisation.

Supporting Working Families

- Continue to support return to work following maternity or adoption leave and also support whilst on leave through Keep in Touch days and continue communication as an employer. NCC hold a number of family friendly policies such as Shared Parental leave, flexible working policy, agile working, leave of absence and flexitime scheme to support return to work where possible and sustain employment. The Family Leave policy has been reviewed and updated. We aim to encourage an open attitude to provide flexible solutions to fit with personal circumstances.

Inclusion

- Review of recruitment practices and procedures including identifying and removing any barriers for entry for gender, and other protected characteristics.
- Dignity at Work policy has been provided to replace the NCC Grievance policy revised to ensure bullying or harassment (regardless of nature), has a clear line of reporting
- Employee engagement has been strengthened within the HR & OD strategy to increase engagement in all areas of the organisation, with a specific Engagement workstream set up to lead work in this area and in particular work with those with protected characteristics including gender.
- Domestic Abuse policy has been reviewed and revised to provide support to employees and to allow continued employment.

Actions for 2019

Further actions have been agreed or considered for 2018/19 within the organisation to ensure the continued commitment to reducing Gender Pay Gap, and with the guidance from the Government Equalities Office in regards to effective and promising actions.

Future Talent

- To increase females in senior manager service roles to enable a more balanced representation in this area (Upper Middle Quadrant). This can be done in a number of ways
 1. Continue with internal support for accredited management programmes
 2. Review process for internal promotion and recruitment and incorporate more females on interview panels and have structured interviews a tool that research has shown provides a greater amount of female promotions (LGA2018).
 3. NCC are working towards Values based recruitment to prevent bias at interviews and appoint the most suitable candidate
- Endeavour to undertake gender pay analysis to ensure gender pay differences are addressed through processes and following changes of Pay Spine 1 April 2019 to incorporate additional spinal column points within locally agreed pay bands.
- To introduce a Leadership Summit to encourage individuals interested in Leadership or undertaking leadership roles to have ongoing support, encouragement and confidence to sustain or increase their development.
- To continue to support International Women's Day to influence and recognise the contribution that female employees make within the workplace.

Supporting Working Families

- To review the scheme to purchase annual leave to provide an option of flexibility for employees that can be budgeted over a 12 month period.
- Widen options through salary sacrifice scheme to include holidays to allow families to budget
- Work with Northumberland Community Bank to provide savings and low interest loans to give financial support and financial wellbeing awareness to employees
- Look at innovative ways to support flexible and agile working for employees and improve guidance to managers to ensure they consider all options in regards to working time.

Inclusion

- Appointed an Engagement and Inclusion Lead Officer, to work within NCC and jointly with NHS to have Network Groups, provide analysis of staff survey information and work with the Engagement HR workstream to improve communications with all employees.
- Growth of Network Groups such as Disability, Carers, Menopause and Andropause.
- To consider appointing a Diversity Manager to review all processes and advise of areas of bias so they can be reduced.
- Revised HR Systems will include a new and revised electronic recruitment system that allows the organisation to review recruitment practices and ensure the removal of unconscious bias.
- As the Recruitment system will be developed, provision of detailed reports of protected characteristics will be available for analysis. The information will allow the HR Recruitment workstream and the Engagement and Inclusion Lead to provide targeted plans to support diversity in all roles.
- Review of the recruitment policy including identifying and removing any barriers for

- entry and encouraging diversity.
- Trans Inclusion Policy agreed for authority to support employees through transition and maintain employment.

8. Monitoring Arrangements

Actions will be monitored by the Council's Workforce Committee on a quarterly basis and the accountable officer with the responsibility for this workstream is the Executive Director of HR/OD and Deputy Chief Executive.

9. Publication Arrangements

This report will be published annually by the Council and will be placed on the Council's website and be made available internally to staff throughout the organisation. The report will also be published on the government website annually to meet legislative requirements.