

Gender Pay Gap Report 2017 (April 2017 data)

1. Introduction

There are new duties placed upon employers with at least 250 or more employees to measure and publish information on their gender pay gaps under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

It is a requirement for employers to publish six metrics by the end of the financial year 2017/18, based on April 2017 pay. The data must be published on the employer's website as well as the Government's by April 2018, and stay there for three years.

The three metrics relating to Southdown are:

(note the remaining three relate to bonuses which we do not pay)

- The difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees ('the mean gender pay gap');
- The difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees ('the median gender pay gap');
- The proportions of male and female relevant employees in the lower, lower middle, upper middle and upper quartile pay band ('the proportion of men and women in each of four pay quartiles').

We have also chosen to also compare pay gaps between full time and part time staff with different gender combinations to help us understand how this affects the regulatory metrics.

2. Southdown's Results (Referencing Appendix 1 Tables)

- On average, men are paid £0.42p more an hour than women – a gap of 3.72% (Table 1)
- The overall pay gap seems to be due to the uneven distribution of men among the pay grades at Southdown. (Table 2). Because men are in a significant minority at Southdown, when the ratio of men to women within a pay band is higher than average for Southdown as a whole, a higher pay rate for a few men disproportionately increases the average pay for the group. In the upper quartile 4 the ratio of male to female staff is highest (1: 1.7) with a pay gap of 3.61%; in the other 3 quartiles the ratio is lower (approx. 1: 2.3). This reflects a national trend where men are over-represented in the upper quartile compared to their representation in the lower quartile.
- At Southdown the higher representation of males in the upper quartile is related to specialist technical roles rather than senior management roles
- Among full time staff as a group there is a small pay gap in women's favour – 0.2% (Table A); among part time staff as a group there is a small gap in men's favour 0.59% (Table B).

- The most significant pay gap at Southdown is between full time workers and part time workers – this is around 16.4% in favour of full time workers with no significant difference between genders (Tables C, D & E).

3. Conclusion

There is no evidence that Southdown's female staff receive less pay for equal work. After investigation into the underlying data, any differences from the gender gap analysis undertaken for April 2017 can be explained and do not indicate gender pay inequality.

Our pay scales are transparent, fairly applied regardless of gender and openly advertised for all staff to apply. Vacancies are advertised with salary scales explicitly shown within the advertisement.

Southdown does however partly reflect a national phenomenon whereby the proportional representation of women in the workforce reduces as levels of managerial responsibility and salary increase – at Southdown there are proportionately more women at the lowest pay grades compared to the highest pay grades, though in the middle grades this is mixed.

We note that working part time compared to full time gives the biggest pay gap, though not gender specific. We are proud of our commitment to supporting staff with their different work-life balance requirements and the flexibility we offer. 22% of our staff have a disability or significant long-term health condition; 41% of staff work part time; 26% are working parents and carers. 35% of our staff requested and were granted a change in their working patterns in 2017.

4. Next Steps

- A special staff survey in February 2017 exploring any issues and barriers to staff pursuing career development into management positions or other promotion showed women staff are as keen as men, but may be less confident. An action plan is being implemented to provide additional information, guidance and support to any staff considering promotional career development.
- We continue to provide development opportunities and career support to all technical staff and to all part time staff, including an annual meeting with their line manager's line manager.
- We continue to support flexibility at work as far as possible to enable staff to manage family and caring responsibilities and maintain the annual external benchmarking scrutiny by the Working Families organisation.

Vikki Hayward-Cripps, DCEO
23.6.17

Appendix 1 – Results Tables

Note 1: Table 1 and 2 are legally required; Tables A to E are Southdown’s additional analysis

Note 2: Positive % figures indicate men are paid more than women

Minus -% figures indicate women are paid more than men

Note 3: See Appendix 2 for technical notes and definitions

Table 1: Single Figure Pay Gap, all staff (full and part time)

	Median hourly pay (all staff)	Mean hourly pay (all staff)	No of Staff
Female (all)	£9.53	£10.85	591
Male (all)	£9.53	£11.27	291
Pay Gap	0.00%	3.72%	882

Table 2: Gender Pay Gap by Quartiles, all staff (mean hourly pay)

	Female (all staff)			Male (all staff)			Pay Gap
	Average Hourly Rate	No of Staff	% of Staff	Average Hourly Rate	No of Staff	% of Staff	
Lower Quartile 1	£8.56	155	70.1%	£8.51	66	29.9%	-0.67%
Lower Mid Quartile 2	£9.31	142	64.5%	£9.36	78	35.5%	0.46%
Upper Mid Quartile 3	£10.69	156	70.6%	£10.72	65	29.4%	0.26%
Upper Quartile 4	£15.20	138	62.7%	£15.77	82	37.3%	3.61%

Table A: Pay Gap for Full Time Employees Only

	Median hourly pay (full time)	Mean hourly pay (full time)	No of Staff
Female (full time)	£10.50	£11.70	331
Male (full time)	£10.37	£11.67	230
Pay Gap	-1.28%	-0.20%	561

Table B: Pay Gap for Part Time Employees Only

	Median hourly pay (part time)	Mean hourly pay (part time)	No of Staff
Female (part time)	£9.19	£9.85	242
Male (part time)	£9.19	£9.91	54
Pay Gap	0.00%	0.59%	296

Table C: Pay Gap for Male Full Time vs Female Part Time Employees

	Median hourly pay (full time male / part time female)	Mean hourly pay (full time male / part time female)	No of Staff
Female (part time)	£9.19	£9.85	242
Male (full time)	£10.37	£11.67	230
Pay Gap	11.42%	15.65%	472

Table D: Pay Gap for Female Full Time vs Female Part Time Employees

	Median hourly pay (full time female / part time female)	Mean hourly pay (full time female / part time female)	No of Staff
Female (part time)	£9.19	£9.85	242
Female (full time)	£10.50	£11.70	331
Pay Gap	12.53%	15.82%	573

Table E: Pay Gap for Female Full Time vs Male Part Time Employees

	Median hourly pay (full time female / part time male)	Mean hourly pay (full time female / part time male)	No of Staff
Male (part time)	£9.19	£9.91	54
Female (full time)	£10.50	£11.70	331
Pay Gap	12.54%	15.32%	385

Gender Pay Gap Report: April 2017 data (snapshot date: 5th April)

In producing these figures, guidance was taken/sought from various sources including www.GOV.uk, ACAS and XpertHR.

Southdown Housing Association, as an employer of over 250 people is required to publish its Gender Pay Gap within one year of the relevant snapshot date (ie. 4th April 2018) and annually thereafter reporting the following information:

- a) Our mean gender pay gap
- b) Our median gender pay gap
- c) Our mean bonus gender pay gap
- d) Our median bonus gender pay gap
- e) Proportion of males receiving a bonus payment
- f) Proportion of females receiving a bonus payment
- g) Proportion of males and females in each quartile pay band
- h) A written statement, authorised by an appropriate senior person which confirms the accuracy of the calculations. It is advisable also to provide a narrative also regarding what our Gender Pay Gap figures show.

Southdown do not give bonuses to any of its employees and therefore only points a, b, g and h are currently relevant (figures are included in tables 1 and 2). However, we have provided additional figures for consideration (tables A to E).

The report is based on all “full pay relevant employees” (permanent, fixed term contract and bank worker) who were in post on the defined snapshot date of 5th April 2017. For the purposes of Gender Pay Gap Reporting an employee is defined as being “someone who works under an employment contract”.

For permanent/fixed term contract staff hourly rate calculations are based on ‘ordinary pay’ from April 2017 (the relevant pay period) and contracted hours as at the snapshot date. Due to the variable hours worked each month and the resulting complexity of calculating Bank Worker hours/pay, the decision was made to use the set Bank rate (as in March 2017, paid in April 2017) for all Bank Workers on our Bank Register on the snapshot date.

In accordance with guidance (ACAS, pg 28) the definition of a “full pay relevant employee” is an employee who is employed on the snapshot date and who is paid their usual full basic pay (or pay for piecework) during the relevant pay period. Those paid less than their usual basic or piecework rate for reasons due to leave (eg. maternity, sick, extended) are not included. Please note the report does include staff who received reduced pay either due to being a new starter in the month (after 1st of month but before or on the snapshot date) or due to leaving the organisation in the month (after snapshot date but before 30th), or also due to a job role change internally. It also includes staff on salary sacrifice schemes (childcare vouchers, cycle to work) but hourly rate has been calculated from gross basic pay minus salary sacrifice amount (ACAS, pg 23).

“Ordinary Pay” includes basic pay, allowances, pay for piecework, pay for leave and shift premium pay. It does not include pay related to overtime, redundancy or termination of employment, pay in lieu of annual leave or pay which is not money.

The decision as to which elements should be included were undertaken by the Deputy Chief Executive, HR Manager, Quality & Performance Manager, Payroll Team Leader and Workforce Information Analyst taking into account the definition above. The detailed list of elements of pay included and not included in calculations is available on request.

A full time worker is considered to work 30 hours or more a week (130 plus hours a month). A part time worker works less than 30 hours a week (less than 130 hours a month) (as defined by Office for National Statistics).

This report does not include staff who were on zero or reduced pay in the reporting period, in accordance with published guidance. This was due to the following situations:

- Staff Members who had reduced pay due to exceeding occupational sick pay (17)
- Staff Members on Extended Leave (2)
- Staff on Maternity Leave (18)

This report does include staff whose pay is reduced in the reporting period due to being part of a salary sacrifice scheme in accordance with published guidance.

- Childcare Vouchers Scheme (20 – 15F/5M)
- Cycle to Work Scheme (6 – 1F/5M)