

City College Norwich gender pay gap report

City College Norwich is required by law to publish an annual gender pay gap report. This report relates to the snapshot date of 31 March 2019.

The figures set out in this report have been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Gender Split



65%

35%

- There were 780 paid staff as at 31 March 2019.
- 509 were female 271 male
- The lowest hourly rate for female was £5.10 and male staff was £5.60 per hour.
- There was 1 male Digital Learning Designer Apprentice on £5.60 and 2 younger female Apprentices on £5.10 per hour.

Mean Gender Pay Gap



Mean Gap

7.46%

- Average (Mean) hourly rate
Female £14.71
Male £15.90

Median Gender Pay Gap



Median Gap

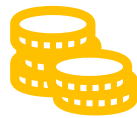
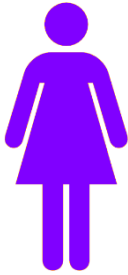
24.26%

- Median hourly rate
Female £12.90
Male £17.03

Bonus Gender Pay Gap

Mean Bonus Gap

75%

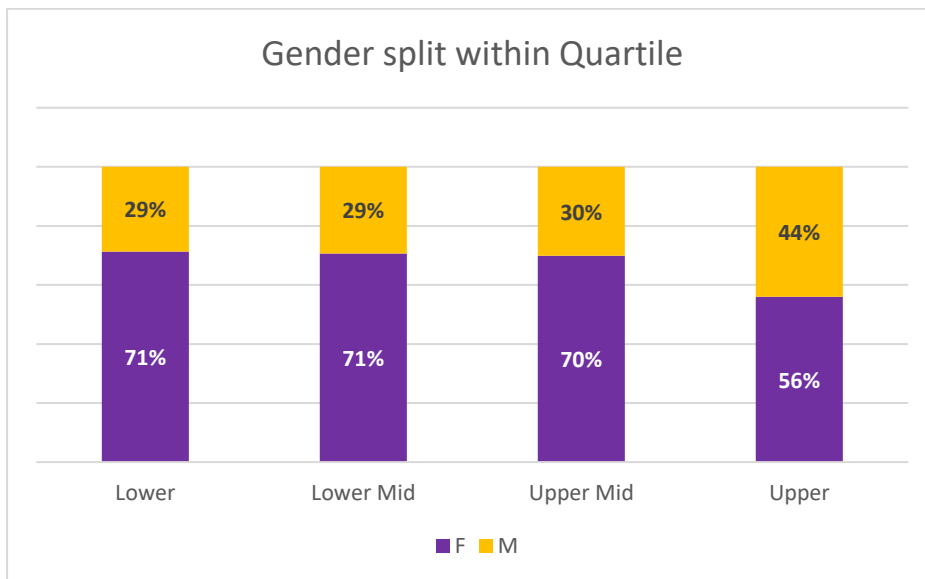


Median Bonus Gap

75%

- There were two staff receiving a bonus. One male and one female. The female received the highest rate presenting a 75% gap.
- The proportion of males receiving a bonus equates to 0.37% and of females 0.20%.
- Bonus is based on personal performance and not guaranteed.

Gender Pay Gap Quartiles



Underlying reasons for City College Norwich's Gender Pay Gap

City College Norwich is committed to the principle of equal opportunities and 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. City College Norwich pays employees equally for the same or equivalent work, regardless of their sex (or any other characteristic set out above).

The median gap reduced by around 10% from the previous year and the mean by 30%. The College is confident that its gender pay gap does not stem from paying men and women differently for the same or equivalent work. The reduction in the gap suggests that the different methods for attracting both male and female applicants are having an impact.

In the year to 31 March 2019, the percentage breakdown of men and women remained the same and for each staff group was as follows:

	Male	Female
Support	27%	73%
Teaching	44%	56%
Managerial	39%	61%

Whilst the split in teaching and managerial roles is higher for females, the largest split is in the support roles, which impacts particularly the median salary.

Looking at the posts in the lower and lower-middle quartiles, these include Kitchen Assistants and Nursery Nurses – roles that are largely part-time and attract only female applicants. In the 12 months to 31 March 2019, 32 females applied for vacancies in the lower quartile. 79% of those appointed to these roles were female. This is despite more targeted advertising and a number of open days taking place.

As an example of recruitment to higher level roles, in respect of Team Leader vacancies 8 females applied and 2 males. 88% of those appointed were female. There were 3 internal applicants interviewed for these roles (1 male, 2 females) which resulted in the 2 females being promoted.

The data continues to show that the pay gap remains largely due to the choices individuals make to undertake particular roles which also enable them to work flexibly, eg term-time only and/or part-time.

The College is a Living Wage Employer, committed to implementing the Foundation Living Wage increase each November.

Actions to address City College Norwich's Gender Pay Gap

The College undertakes the following steps to promote gender diversity in all areas of the workforce:

- **Monitoring of data from the HR System, including:**
 - the proportion of men and women applying for jobs and being shortlisted and recruited
 - the proportions of men and women applying for and obtaining internal promotions
 - the proportions of men and women leaving the organisation and reasons for leaving

- the numbers of men and women in each role and pay band
- the take-up of flexible working arrangements by gender and role
- the proportion of men and women who return to work after a period of maternity or other parental leave.
- The College continues to examine the data produced by the surveys completed by starters in their first 6 months of employment and leavers. Feedback received relates to personal and career development as opposed to pay and reward and action is being taken accordingly.

Summary information is highlighted in the Annual HR Report that is presented to the City College Norwich Governors.

- **Recruitment and Selection**

- The College ensures that interview panels are comprised of the appropriate gender balance that reflects the genders of the candidates being interviewed.
- The College offers secondment opportunities for some roles, encouraging staff to be developed into senior roles
- In the last year, the methods of advertising jobs and promoting careers at the College have been reviewed. Holding recruitment events to focus on specific roles, as well as promoting working at the College on student open days has helped to increase applicants. These events enable interested applicants to talk directly to line managers and those already undertaking the roles before deciding whether or not to apply.
- The College continues to work with Vercida who in addition to advertising the roles, adds features about working at the College in relation to diversity.

- **Promoting Flexible Working and Family Friendly Policies**

- The College continues to offer a range of flexible working opportunities for staff and applicants, as well as family friendly policies and benefits. These are promoted both on the College's website and in recruitment information.

- **Reviewing the Bonus Payment Scheme**

The College has decided to no longer offer bonus payments to any of its staff but to ensure that the salaries it pays remain fair and competitive.

The College recognises that none of these initiatives alone will remove the gender pay gap and it will be a number of years before some have any impact at all. However, the College remains committed to reporting progress on an annual basis and adjust its plans accordingly.

I confirm that the information in this statement is accurate.

Hilary Bright
Director of HR Services