



**NORTH HERTFORDSHIRE COLLEGE
GENDER PAY REPORT 2020**



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COLLEGE**

SCOPE AND DEFINITIONS

In line with Government regulations, as an organisation with more than 250 employees we are required to publish and report specific figures about our gender pay gap.

The data within this report is correct as of our 'snapshot' date of 31st March 2020 and the data has been calculated using the standard methods used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. This link gives further details: [Gender pay gap reporting - GOV.UK \(www.gov.uk\)](http://www.gov.uk/government/guidance/gender-pay-gap-reporting).

Where negative figures are shown below, this indicates a pay gap in favour of women; positive figures indicate a pay gap in favour of men.

This report has been confirmed as correct and 'signed' by our Group CEO Kit Davies.

OUR DATA

On 31st March 2020, there were 374 employees of North Hertfordshire College. 129 were male and 245 were female. Women make up 65% of our workforce.

On the snapshot date, our mean gender pay gap was 12% and the median was 17.3%.

Looking at our cohort of middle managers, the mean gender pay gap calculation on the snapshot date was -7.5% and the median was -7.9%. Most of the middle managers employed in Head and Deputy Head posts are women.

The mean bonus pay is -254.7% and the median calculation is -60.0%.

The proportion of males receiving a bonus is 0.8% and the proportion of females receiving a bonus is 1.2%.

The table below divides our workforce into four quartiles based on the hourly pay rate. The lower quartile covers the lowest-paid 25% of employees and the upper quartile covers the highest-paid 25% of employees.

QUARTILE	MEN	WOMEN
Upper	38.7%	61.3%
Upper middle	52.1%	47.9%
Lower middle	23.7%	76.3%
Lower	23.4%	76.6%

Our data show that 76.6% of those in the lower quartile are women. There are a number of part time and term time roles within the college within the lower pay grades which are more attractive to female employees who have other responsibilities such as family and caring responsibilities.

The majority of middle management roles sit within the upper quartile and a majority of these roles are undertaken by women. The reason for the pay gap in the upper quartile is a result of the highest paid roles within the organisation being currently filled by male employees and

this therefore creates the gap. However, when compared by job type - for example, Head of Department, Curriculum Manager - the data shows that the gender pay gap is much less.

UNDERSTANDING OUR GENDER PAY GAP

As North Hertfordshire College operates in the education sector, this naturally attracts more females due to the flexibility within the sector; there are more opportunities to work part-time and term time only in the education sector.

The median national gender pay gap for 2019/20 was 15.5%. The equivalent NHC gap is 17.3% which is slightly higher than the national figure.

The mean national gender pay gap for 2019/20 is 14.6%. The equivalent NHC gap is 12% which is slightly lower than the national figure.

NHC made bonus payments to 4 individuals and 3 of these were female. No large PRP payments were paid in 2019/20.

WORKING TO CLOSE THE GAP

NHC is committed to 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. Our recruitment and performance policies ensure that employees are treated the same in relation to pay and performance related pay.

NHC operates a performance related pay policy and measures staff performance against clear objectives. Where the objectives are achieved, staff receive performance related pay which is a % increase to their salary. The staff objectives are designed to meet our strategy and the individual's own development needs. The targets and performance are subject to group moderation by peers, senior management and human resources staff at two separate stages of the performance cycle to ensure this process is fair across all employees and awards are made at set percentage points regardless of gender.

NHC is implementing an Equality, Diversity and Inclusion action plan which covers all aspects of the College's activity. One such area is recruitment, including considering how to remove unconscious bias from the recruitment process by deleting personal details from CV's before they are sent to the hiring manager for shortlisting. To attract candidates from a wider community, NHC is advertising vacant posts more widely across the community.

We are committed to the development of our employees and future development needs are discussed with all employees as part of their yearly appraisal. NHC has a number of programmes to ensure that career development opportunities are available to all staff.

We aim to fully utilise our Apprenticeship Levy to encourage individuals to develop themselves through training. This will help NHC with succession planning and development of individuals looking to progress.

Middle management training was introduced in 2019 and has continued during 2020. The programme includes mentoring, coaching, formal external training and work-based projects. This training will help ensure that NHC retains women within the organisation and provides them with skills to progress within the NHC.

A further Aspiring Leaders programme is being launched in Spring 2020 for supervisor and lower level management roles following a similar format to the management development programme detailed above. The first cohort has 15 employees: 3 males and 12 females.

This evidences the desire from female members of the workforce to develop their skills and potentially become future managers within NHC.

There is a peer working group to look at our approach to pay and ensure that it supports the fair treatment, reward and recognition of all staff irrespective of any personal characteristic.

Within NHC, many employees do work flexibly and the College to looking at increasing flexible working practices during 2020/21. This benefit will make NHC an employer of choice and could attract women into more senior roles.

Moving forward, we will continue to ensure that gender equality is a central focus in the recruitment and reward of our employees and that initiatives detailed within this report to address the gender pay gap are progressed and monitored for impact.