**London Borough of Waltham Forest:**

**Published 29 March 2020\***

**\*Delayed due to COVID and actioned in line with central government guidance**

At Waltham Forest we are absolutely committed to boosting life chances and reducing inequality in all its forms, including for our staff. We welcome the opportunity to publish our gender pay gap and improve transparency around diversity and inclusion in our workforce. Beyond publishing our gap, we are actively working to reduce the pay gap for all women at London Borough of Waltham Forest (LBWF) including those employed within lower paid roles.

**Background to Gender Pay Gap Reporting**

The government introduced legislation making it a statutory requirement for all organisations with 250 or more employees to report annually on their gender pay gap. This report must set out:

* mean and median gender pay gaps
* the proportion of men and women who receive bonuses
* mean and median gender bonus gaps, and
* the proportion of male and female employees in each pay quartile

The gender pay gap is different to equal pay, as the following definitions explain:

* gender pay gap: the difference between the average pay of men and the average pay of women, irrespective of the job they do
* equal pay: the principle that men and women doing the same jobs, or similar jobs of equal value, should receive the same pay

The council has robust arrangements in place to ensure it provides equal pay, including an independent and well-established job evaluation process. The council supports the fair treatment and reward of all its employees, irrespective of their gender.

**London Borough of Waltham Forest Gender pay gap: hourly pay**

On 31 March 2019, women’s hourly pay was:

* 9.9% {-3.6%} lower than men’s hourly pay (median average)
* 13.% {-1%} lower than men’s hourly pay (mean average)

**London Borough of Waltham Forest Gender pay gap: bonus pay**

The council makes one payment that meets the definition of a bonus: any employee who reaches 25 years of service receives £300 in gift vouchers as a ‘thank you’ for their loyalty and service.

In the 12 months up to 31 March 2019:

* 0.77% of men received a bonus
* 0.71% of women received a bonus

Bonuses paid to women were:

* 0.0% higher than bonuses paid to men (mean average)
* 0.0% lower than bonuses paid to men (median average)

**London Borough of Waltham Forest Pay quartiles**

The table below sets out the percentage of men and women in each quarter of the council’s payroll on 31 March 2019 along with the change since last year’s Gender Pay Report.

|  |  |  |
| --- | --- | --- |
| Quartiles | Men | Women |
| Lower quartile | 25.3% {+1.3} | 74.7% {-1.3} |
| Lower middle quartile | 25.2% {-0.8} | 74.8% {+0.8} |
| Upper middle quartile | 33.8% {+1.8} | 66.2% {-1.8} |
| Upper quartile | 41.9% {+1.9} | 58.1% {-1.9} |

**Why do we have a gender pay gap?**

We have explored the reasoning for the Council’s Gender Pay gap so that we can explore how we can tackle and reduce the gap while also supporting and improving the working lives and opportunities of women within our workforce. The key findings from the research are outlined below:

* Our lowest paid jobs are more likely to be occupied by women. This is due in part to the fact that low-paid roles with a high proportion of women, such as schools catering and care, are delivered in house; whereas traditionally many low paid roles with a high proportion of men, such as refuse and street cleaning, have been outsourced. The high concentration of women in these low paid roles (catering and care) accounts for nearly half of our gender pay gap.
* On average, women join the council at lower salaries than men and experience slower pay progression over the course of their career.

**Taking action**

The council is fully committed to reducing its gender pay gap and improving outcomes for women. Building on the data analysis and research, we have worked closely with staff to develop a meaningful Gender Pay Gap strategy that has a positive impact on them. This is an evolving and developing strategy and work has continued to be undertaken with the GPR focus group. t

Alongside this strategy we have already undertaken a range of positive measures to support in narrowing our gender pay gap. For example:

* Our pay policy is gender neutral and our job evaluation process ensures that men and women in equivalent roles receive the same pay.
* We actively promote flexible working, home working and part time working.
* We collated all the family friendly policies and procedures and centralised these so that employees can easily and effectively access them
* In line with International Women’s day, from Monday 9 March to Friday 13 March 2020, the Council offered employees 13 events, covering a range of sessions to celebrate and support women within the workplace, these included:
  + - **Personal Branding** – reflecting on ourselves, our strengths, qualities, image as well as our negative traits worth changing. Beginning to recognise our own style and its impact. The importance of our personal brand and using this to our advantage.
    - **Emotional Intelligence** – importance of EI, managing our emotions and others, learning techniques that will enhance our interactions with others, understanding how we can hold ourselves back
    - **Confidence and assertiveness** – building ours and others confidence and assertiveness, how to portray and embody this at work
    - **Women in leadership panel** – inspirational stories of women in the organisation and external speakers {councillor speaking, senior managers, founder of working mums, outlining the issues facing women, impact of motherhood, working within the political arena, dealing with sexual harassment, and homophobic abuse faced. Feedback stated that it was a very positive experience, in which people were moved, created a sense of solidarity,
    - **Focus on women’s health**, expert speakers providing advice and insight on menstruation and the menopause.
    - As part of this initiative we also collected £250 for the charity Solace as selected by participants, and collected clothes for a charity supporting women trying to get back into employment

Our ultimate goal is to ensure that all women employed by the council are well supported within the workplace and have the best possible opportunity to progress and achieve their ambitions to their full potential.

**Declaration**

Our gender pay gap calculations follow the legislative requirements set out in the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017. All employees who were deemed to be full paid relevant employees at 31 March 2019 have been included in our calculations.