



The Gender Pay Gap is the difference in average earnings of men and women, expressed relatively to men's earnings, for example "women earn 15% less than men per hour". The challenge in our organisation, and across the country as a whole, is to eliminate any pay gap that the reporting may indicate.

We as an employer are required by law to carry out Gender Pay Gap Reporting under the Equality Act 2010 Regulations. As of 2017, any organisation that has 250 or more employees must publish and report figures about their gender pay gap.

This involves carrying out six calculations that show the difference between the average earnings of men and women in our organisation; this will **not** involve publishing employees data, which will all remain held under GDPR guidelines.

We are required to publish the results on our website and also to submit them to the government for publishing in their database (available at <https://gender-pay-gap.service.gov.uk/>). We will do this within one calendar year of our "snapshot" date of April 5th each year.

Using these results, we'll be able to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels
- how effectively talent is being maximised and rewarded

Further details about how we intend to tackle our gender pay gap can be found by:

- contacting your Contractor Relationship Advisor (CRA)
- contacting our HR department
- engaging with the report on our website (after publication)

Gender Pay Reporting requires our organisation to make calculations based on employee gender. We will establish this by using our existing HR and payroll records. All employees can confirm or update their records at any time by contacting their assigned CRA or calling our Client Services line on 01992 267067.

More information about the Gender Pay Gap, and the reporting process, can be found at <https://www.gov.uk/guidance/gender-pay-gap-reporting-overview>



Government
Equalities Office