



Human Resources

# GENDER PAY GAP REPORT 2022 - 2023



March 2024

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## Foreword

Surrey Heath Borough Council, is committed to being fair and inclusive employer that actively encourages a diverse range of individuals to join our team.

A way of measuring one dimension of this is to analyse our gender pay gap to understand where we need to continue to improve. The national gender pay gap average for 2023 is 14.3% - Surrey Heath's mean gender pay gap is lower than this at 12.20%. However that still indicates a significant gap which requires focus in 2024.

At the end of this report you will find an Action Plan identifying the steps we are taking to further improve our position on this in the future.

## Introduction

Surrey Heath Borough Council, with more than 250 employees, is required to publish their gender pay gap information. This report details the Council's Gender Pay Gap for the snapshot date of 31<sup>st</sup> March 2023. A breakdown of the relevant data is provided together with analysis of the results and an action plan going forward.

There can be confusion regarding the difference between Gender Pay and Equal Pay. As set out in the Equality Act 2010, equal pay means that men and women are to be paid the same when doing the same or equivalent work. The job evaluation process helps us to objectively assess roles of equal value across the organisation. The gender pay gap shows the differences in average pay between men and women and reflects the type of roles carried out across the Council. Gender pay gaps are greater when more senior or more junior roles are filled predominantly by one gender or when a particular profession tends to attract either men or women. Gender pay gaps can therefore be successfully tackled by removing barriers to recruitment in particular roles and/or making roles more



attractive to men and women. Whilst we will always recruit on merit, our aim is to be inclusive to enable everyone to have the best possible success.

The gender pay gap only assesses the pay gap based on the protected characteristic of 'sex' as defined by the [Equality and Human Rights Commission](#).

For information, the Council does not have bonus schemes and therefore does not pay bonuses on top of basic pay.

## Gender pay gap as of 31<sup>st</sup> March 2023

As at 31 March 2023, based on 286 employees, the mean and median figures for Surrey Heath Borough Council are as follows:

- The mean gender pay gap for the Council is 12.20%. (The mean pay gap is the difference between average hourly earnings of men and women).
- The median gender pay gap for the Council is 17.33%. (The median pay gap is the difference between the mid-point in the range of hourly earnings of men and women, when arranged from lowest to highest.)

The percentages above indicate that overall, female employees have a lower average hourly rate of pay than men. Conversely, a negative percentage would indicate that male employees have lower pay than female employees. The current national mean (average) gender pay gap is 14.3% (source: ONS).

The tables below set out the relevant gender pay gap data for the Council.

## Council workforce by gender

As of 31 March 2023, 64% of Surrey Heath Borough Council's staff are female and 36% are male which are demonstrated in the pie chart below:



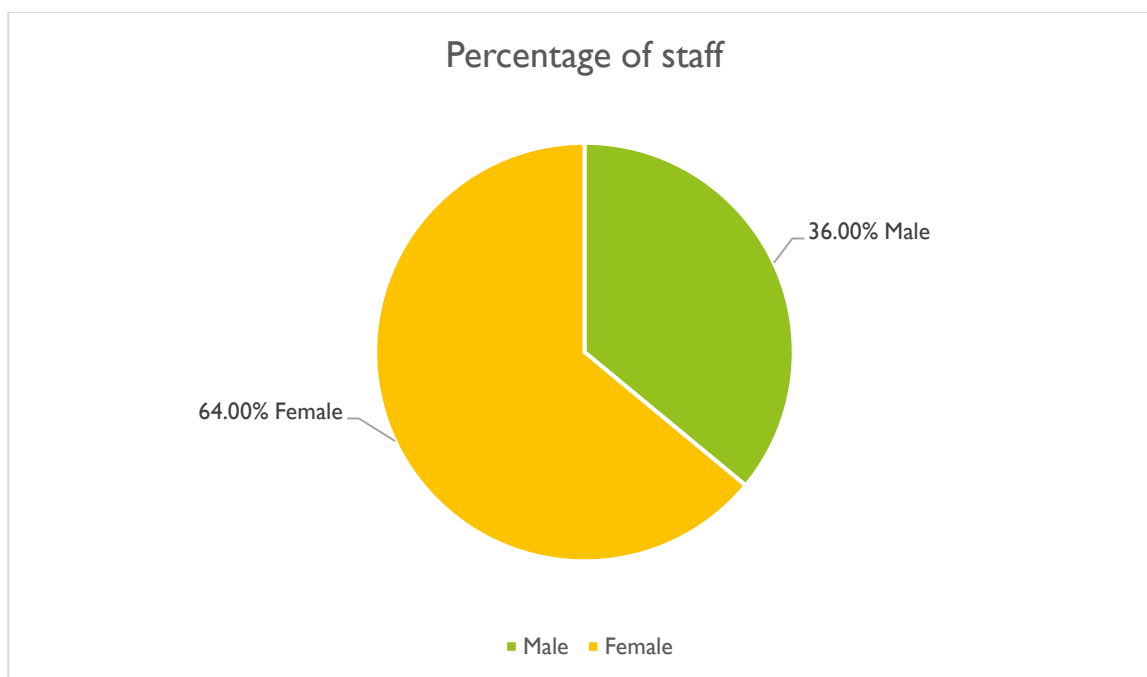


Figure 1 - Chart demonstrating percentage of male and female employees at Surrey Heath Borough Council

## Full and part-time gender ratios

Ratios for full time staff at the Council are male (44.38%) and female (55.62%). However, of those who work part time, a much greater proportion are female (82.22%) than male (17.78%)

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### Full-time gender ratio

### Part-time gender ratio

**1.78 females to 1 male**

**4.63 females to 1 male**

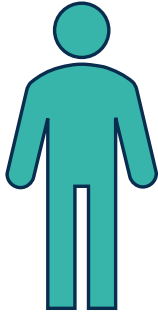
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## Average weekly hours worked

On average, male employees at the council work more hours each week than females as shown below:



**Male – 34.70 hours**



**Female - 31.72 hours**



Figure 2 - A visual demonstrating on average how many hours are worked by male (34.70 hours) and female employees (31.72 hours)

## Workforce by pay grade

Just over half of the Council’s employees are in pay grades 1 to 5 (52.45%) and a little over a third are in grades 6 to 8 (36.71%) with the remainder in grades 9 and above (10.84%). These are demonstrated in the graph below:

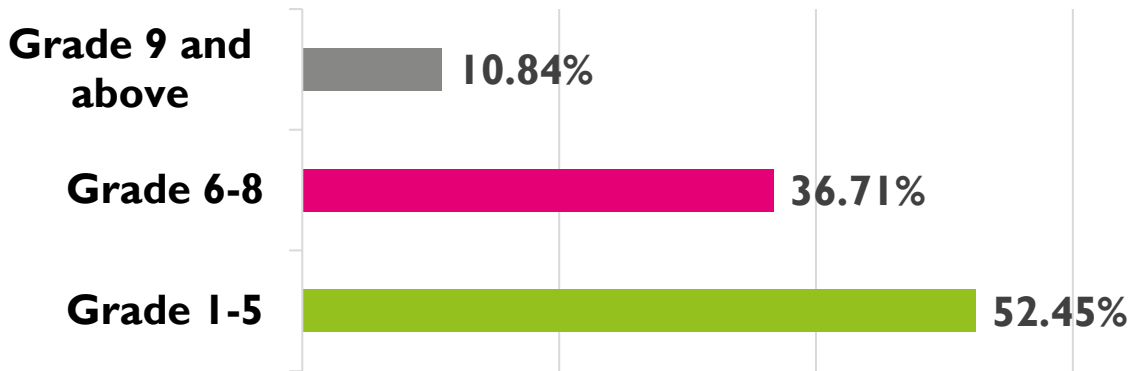


Figure 3 - A graph demonstrating the percentage of employees within pay grades



The table below shows the split of male and female employees at different pay grades:

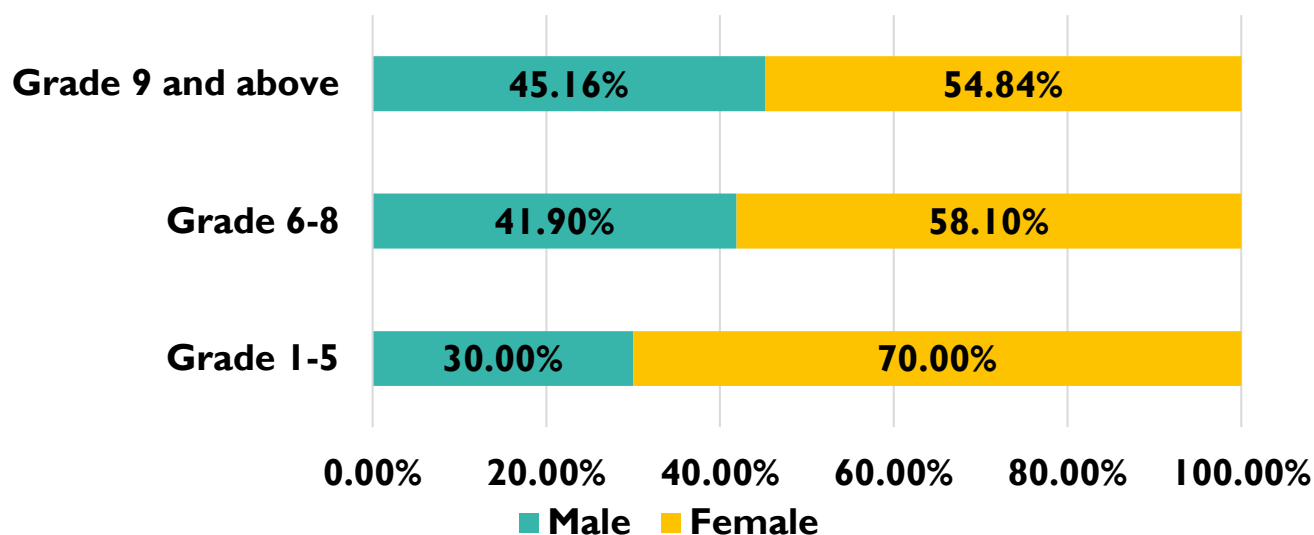


Figure 4 - A table showing the split of male and female employees at different pay grades

## Mean and Median hourly pay rates by gender

Quartile	Mean hourly rate – male	Mean hourly rate – female	Mean gender pay gap	Median hourly rate – male	Median hourly rate – female	Median gender pay gap
Lower	£13.43	£13.28	1.12%	£13.97	£13.82	1.07%
Lower Middle	£17.20	£17.17	0.17 %	£16.87	£16.52	2.07%
Upper Middle	£21.71	£20.99	3.32%	£22.10	£20.72	6.24%
Upper	£32.78	£30.89	5.77%	£29.57	£29.57	0%

Figure 5 - A table showing the mean and median hourly pay rates by gender





## Pay Quartiles by gender

Quartiles	Male	Female	Description
<b>Lower</b>	33.33%	66.67%	Includes all employees whose standard hourly rate places them at or below the lower quartile.
<b>Lower Middle</b>	20%	80%	Includes all employees whose standard hourly rate places them above the lower quartile but at or below the mean.
<b>Upper Middle</b>	38.67%	61.33%	Includes all employees whose standard hourly rate places them above the mean but at or below the upper quartile.
<b>Upper</b>	45.33%	54.67%	Includes all employees whose standard hourly rate places them above the upper quartile.

Figure 6 - A table showing the organisational make up by pay quartiles and gender

## Organisational make up – quartiles

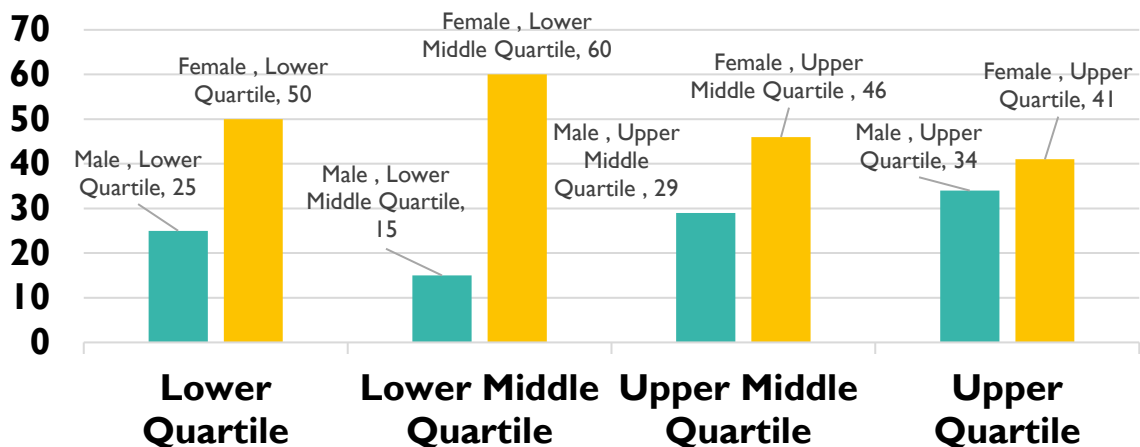


Figure 7 - Organisational make up of male and female employees by quartile



## Mean hourly pay – quartiles

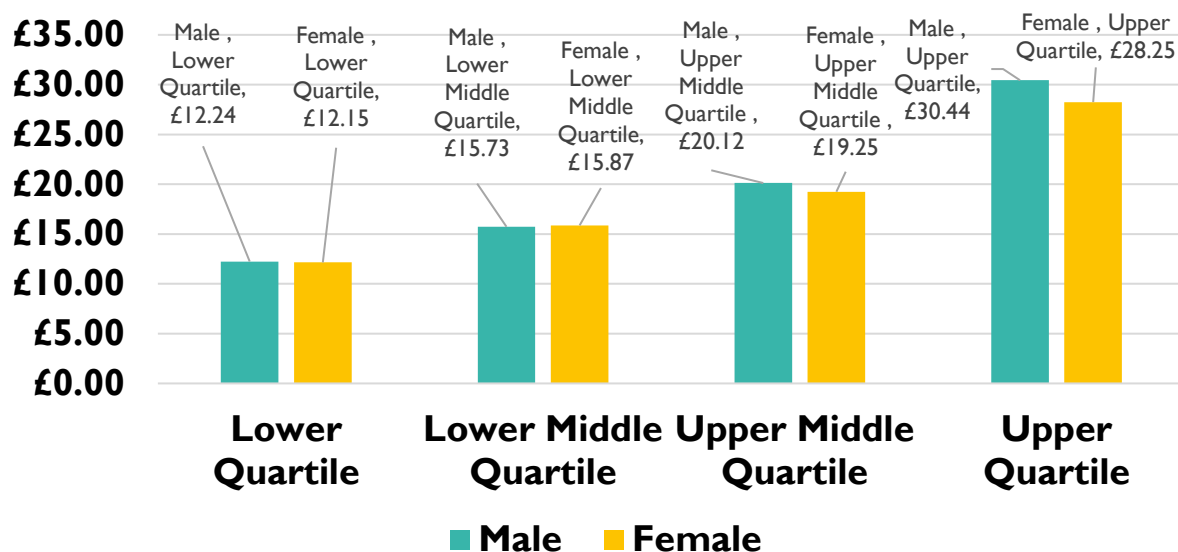


Figure 8 - A bar graph showing the mean hourly pay by quartiles

## Median hourly pay – quartiles

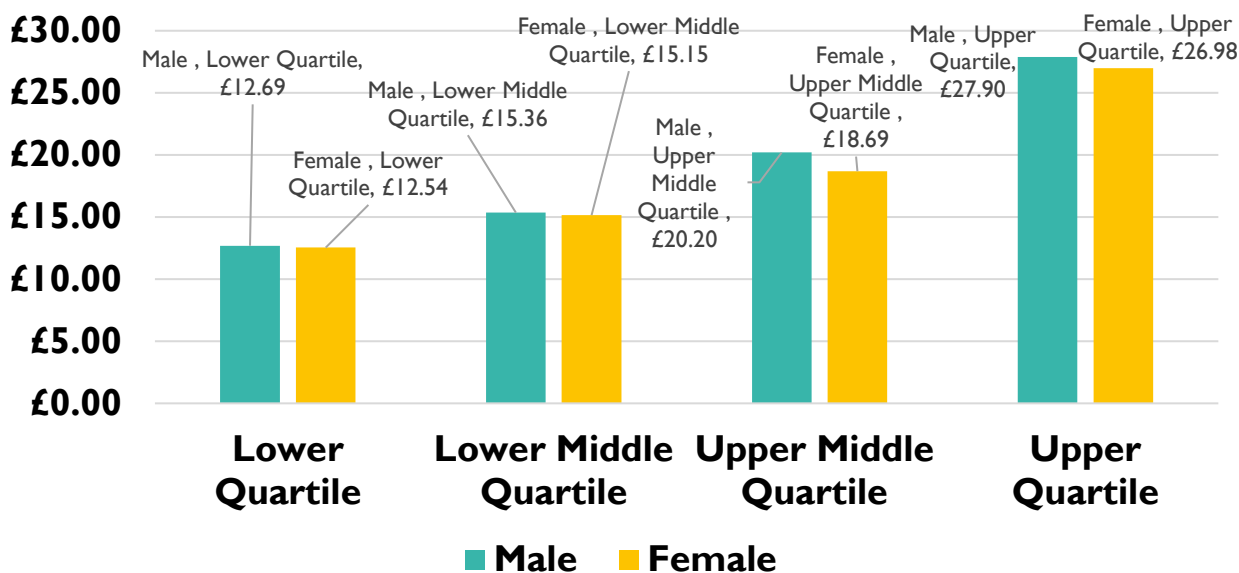


Figure 9 - A bar graph showing the median hourly pay by quartiles





## Action plan

Surrey Heath Borough Council is committed to the principle of equal opportunities and equal treatment for all our employees. We have clear pay policies and processes which supports the fair treatment of all our employees irrespective of gender and any other protected characteristics.

At this snapshot time 64% of Surrey Heath Borough Council's staff are female.

In the Upper Pay Quartile 54.67% are female.

For the Lower Pay Quartile there is a mean gender pay gap of 1.12%, which indicates that female employees have a lower average hourly rate of pay than males however the pay gap is marginal.

The mean gender pay gap figures for the Lower Middle, Upper Middle and Upper Pay Quartiles are 0.17%, 3.32% and 5.77% respectively, which indicates that female employees have a lower average hourly rate of pay than males.

Although we recognise our gender pay gap is smaller than the national average, Surrey Heath Borough Council is committed to improving its position. In particular we will:

- Implement a carers policy to ensure that we support carers in employment and give employees of all genders the flexibility they need to fulfil any caring responsibilities.
- Ensure there is support with continued career development for all employees returning from maternity, paternity, adoption or shared parental leave
- Ensure our recruitment advertising includes non-gendered language and our shortlisting process removes applicants identity on application
- Review our flexible working practices and related policies to support staff well-being and work/life balance.



- Develop a leadership programme to support managers to make the jump into senior leadership, focussing on the barriers that under-represented groups might encounter.
- Review our role design of our lower to middle graded roles to attract talent into the Council as a step into local government careers, again focussing on the barriers that under-represented groups might encounter.

We will continue to:

- Maintain our pay, job evaluation and grading system that shows transparency of process.
- Promote and deliver learning and development opportunities for all including management development, distance learning, e-learning and on the job training, ensuring all staff are able to access these opportunities.
- Promote our Apprenticeship and graduate opportunities.
- Continue advertising our roles with pay details included

