

Gender Pay Gap Report for The College of Richard Collyer March 2022

The government requires employers with 250 or more employees to publish analysis of the mean and median pay, and staff pay quartiles, analysed by gender. The data below has been prepared following government guidance, using the public sector snapshot date of 31st March 2021.

1. Staff Pay and Grade bands

1.1 The College of Richard Collyer supports the fair treatment, reward and recognition of all employees irrespective of gender or other characteristics as defined by the Equality Act 2010.

1.2 Support Staff Pay – Salary ranges for Support Staff are determined by the level of responsibility in a role. The College establishes appropriate ranges for roles of broad equivalence at the point a role is first created. Following a successful appraisal, Support Staff can expect to move up a grade on an annual basis until they reach the top grade in their salary range.

Support Staff Managers can request a review of their staffing within their teams on an annual basis through the Job Evaluation process. Applications are considered first by the HR Manager and Staff Development and Recruitment Manager for context and equivalence and then formally reviewed by SMT after Easter.

The College is satisfied through equitable consideration when roles are initially advertised and reviewed through the Job Evaluation process, that male and female support staff on the same grade and with the same length of service will receive the same hourly rate for equivalent work. Through this arrangement the College delivers equal pay arrangements for this group of staff.

1.3 Teaching Staff Pay – Teaching staff are appointed to a salary range (NSP) recommended by the Sixth Form Colleges Association according to their teaching experience and qualifications at the time of appointment. Following a successful appraisal, teaching staff can expect to move up a salary point on an annual basis until they reach NSP9. Responsibility Allowances A to D are allocated to teaching staff taking on additional management roles such as Head of Subject. The Responsibility Allowances have a range 1-3 and Teaching Staff Managers can expect to move up the range each year following a successful 'New to Role' probation and appraisal. The Responsibility Allowances are determined by the scope of responsibility, for example an Assistant Director of Faculty will be on a C allowance and a Head of a medium-sized subject area such as Physics will be on an B allowance.

The College is satisfied that male and female teachers of the same experience, qualifications and length of service will receive the same hourly rate and the College delivers equal pay arrangements for this group of staff.

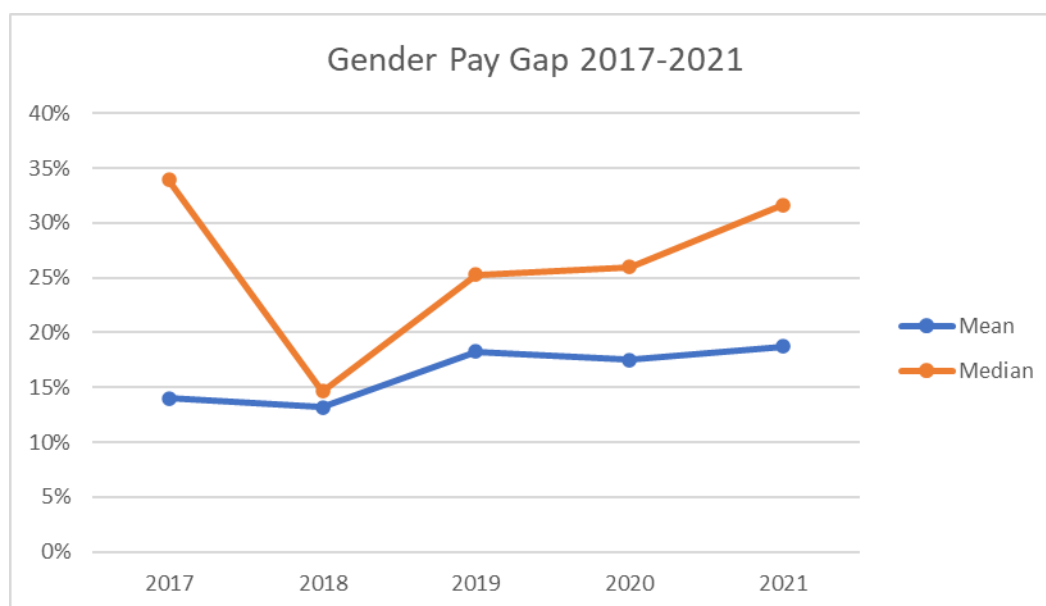
1.4 Members of SMT and the Clerk to the Governing Body – the Principal recommends the salaries of SMT members to the Remuneration Committee, the Chair of which in turn seeks approval from the Finance and General Purposes Committee and the recommendations are finally agreed by the Governing Body. Similarly, the Chair of the Governing Body recommends the pay of the Principal and Clerk. The salaries of the Principal, Clerk and SMT members are benchmarked against similar posts in the FE sector as highlighted in reports by the SFCA and AoC. In this way the College is satisfied there are equal pay arrangements in place for this group of staff.

2. The Gender Pay Gap Report

2.1 Under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, The College of Richard Collyer has a legal duty to report on gender pay. **The Gender Pay Gap Report** has been compiled using software from CINTRA, the college’s payroll provider, and is a snapshot of staff and associated salaries in March 2021.

Summary of Results for the College

Gender Pay Gap		Quartiles			
Mean	Median	Lower quartile	Lower middle quartile	Upper middle quartile	Upper quartile
18.7%	31.6%	F 75.4% M 24.6%	F 77.6% M 22.4%	F 67.2% M 32.8%	F 55.2% M 44.8%



The mean and median pay gap have both increased compared to the previous year. The proportion of female employees at the College has increased in 2021 to 67% (an increase of 3% since 2018). Other factors influencing the gender pay gap to 31st March 2021 include attrition and delayed recruitment during Covid-19 lockdowns and restrictions, appointment changes within the senior management team, and an adjustment to part-time teaching FTE calculations.

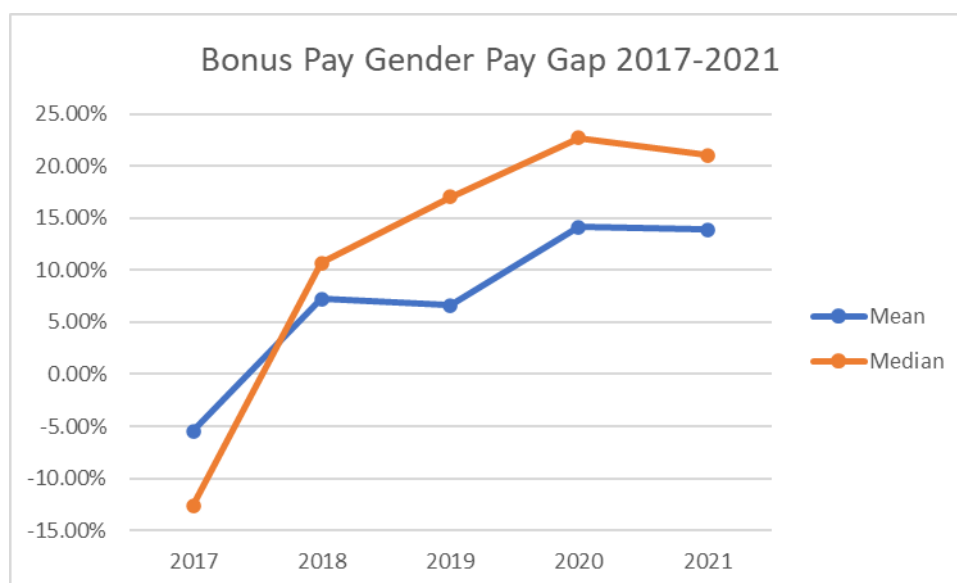
The College has a higher percentage of females in the lower quartile which includes part time cleaners and catering staff. In the education sector it is quite common to buy these services in rather than employ staff and run the services directly. This lower quartile and the lower middle quartile also contain Support Staff in predominantly term time only positions. The upper middle quartile has a higher number of males occupying full year specialist or technical roles and Support Staff Managers. This upper middle quartile also contains a number of recently qualified teachers on NSP points 1-6 with the remainder of teachers and teacher managers in the upper quartile.

The gender pay gap is a result of the roles in which men and women work within the organisation and the salaries that these roles attract. It does not stem from paying men and women differently for the same or equivalent work.

2.2 A group of our support staff are eligible to receive a 'performance related' bonus payment called Support Staff Standards Payment (SSSP) under the SFCA terms and conditions of employment.

Support Staff employed on a permanent or fixed term contract within one week of the start of the Spring Term will be eligible to apply for this bonus which is paid on satisfactory performance and attendance over the previous year. SSSP is pro-rated to annual hours.

Bonus Pay Gender Pay Gap		
Mean	Median	Bonus pay by gender
13.9%	21.0%	F 42.1% M 26.4%



As teachers are not eligible for SSSP and there are more female support staff, the bonus payment data shows a higher percentage of females receiving a bonus relative to males. However, of those staff eligible for a bonus male staff receive a higher bonus as the bonus is prorated and more female staff work part time.

Closing the Gender Pay Gap at Collyer's

3.1 Collyer's is committed to doing everything we can to reduce the gender pay gap and **our pay gap is broadly in line with the national average for the education sector.**

The College is committed to the advancement of equal opportunities and equal treatment for all employees. The College is able to demonstrate this through our Mission and Values statements, Equality and Diversity Policy and HR policies.

The College monitors applications and appointments to ensure there is no gender bias in recruitment, selection or career promotion. We report any trends in the annual Equality, Diversity and Inclusion review. Female staff managers returning from maternity leave have been able to request flexible working and reduce their FTE to 0.8. This option is also available to male staff and all staff who wish to reduce their FTE for other caring responsibilities. The rate of return from maternity leave for all staff is high. In 2020/21 one member of staff took shared parental leave. One year career breaks have also been offered to several staff over the years. Staff are able to opt into salary sacrifice childcare vouchers and there is a nursery on the college site. PT staff are able to negotiate their timetables and consolidate their hours over fewer days. The way part time

teaching staff FTE is calculated changed from September 2020 which predominantly benefitted female staff.

3.2 The college has a Staff Welfare Statement which outlines the college's commitment to family friendly arrangements.

3.3 The College commits to further actions to close the gender pay gap

- Promote family friendly flexible working opportunities
- Ensure equality and diversity is embedded in all study programmes and the tutorial programme, promoting equal opportunity and dispelling gender stereotypes

3.4 As an equal opportunities employer, we firmly believe in appointing the best candidate into the role regardless of their gender or any other characteristics covered by the Equality Act. This remains our intention as stated in the College's Staff Recruitment Policy.

Lisa Butterworth
Finance & Payroll Manager
3rd March 2022