

GENDER PAY GAP REPORT **2019-2020**

Executive Summary

Cardinal Newman College is committed to the fair treatment, reward and recognition of all staff irrespective of gender. This can be seen in the College's performance compared to similar sixth form colleges.

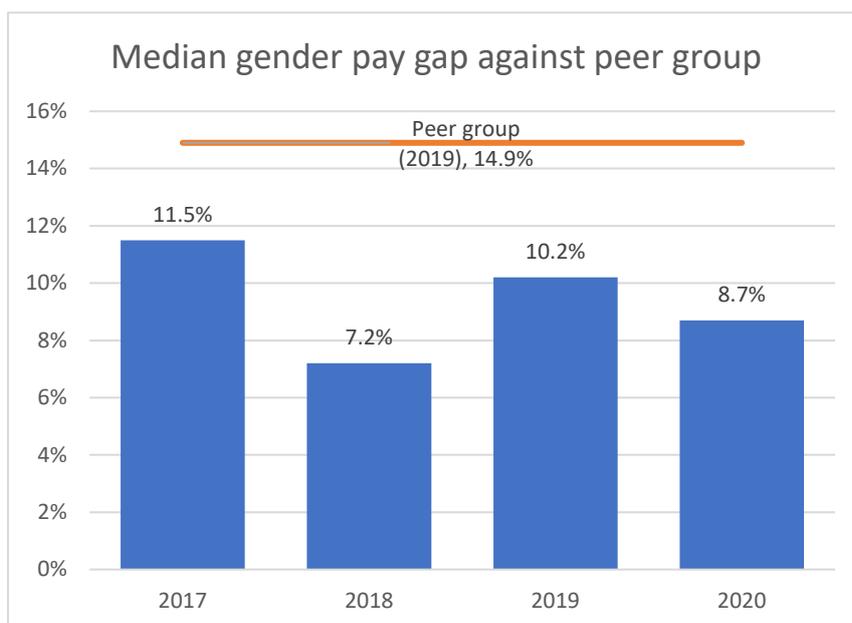
In March 2020 the college's median gender gap was 9% compared with an average gender pay gap of 15% for the ten largest sixth form colleges in March 2019. Overall, whilst the median pay gap fluctuates across the previous three years, it is important to note that this year's median pay gap is lower than in two of the previous three years.

The college's mean pay gap is 12%. However, the college notes that this is distorted by whether the college's invigilators were paid in the month of March or not. The college also notes that the mean pay gap may be affected by the fact that the college's in-house cleaning staff (who are paid in excess of the National Living Wage) are predominantly female.

Gender Pay Gap Data

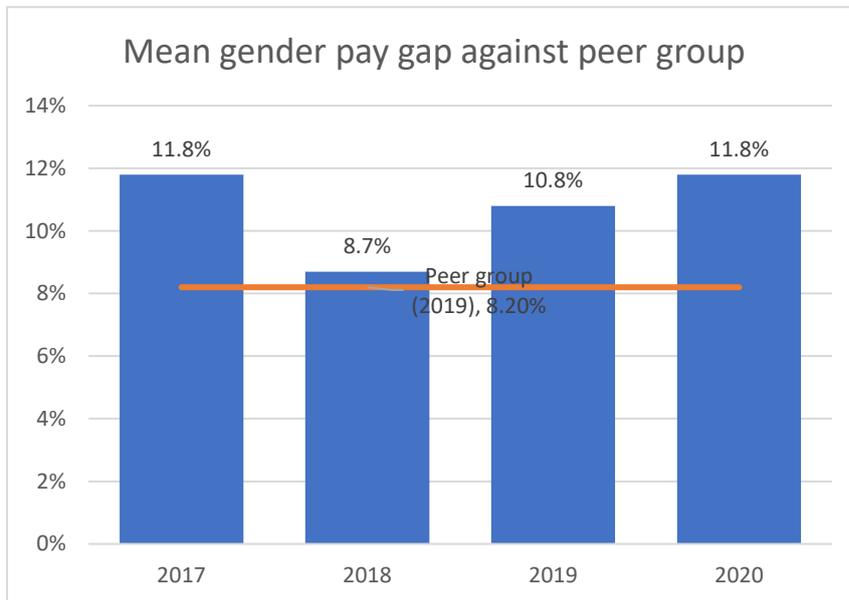
The data within the report is based on hourly rates of pay for staff as at the snapshot date of 31st March 2020, and relates to 'full-pay relevant employees' which are members of staff who were earning their normal rate of pay in the pay period in which the snapshot date fell. Any member of staff who was receiving less than their normal rate of pay due to maternity leave or unpaid leave etc. has been excluded in line with the ACAS guidance.

The chart below demonstrates the median pay gap as at March 2020 in comparison to previous years and against the peer group (average median pay gap from the ten largest sixth form colleges (of those who reported) as at March 2019).



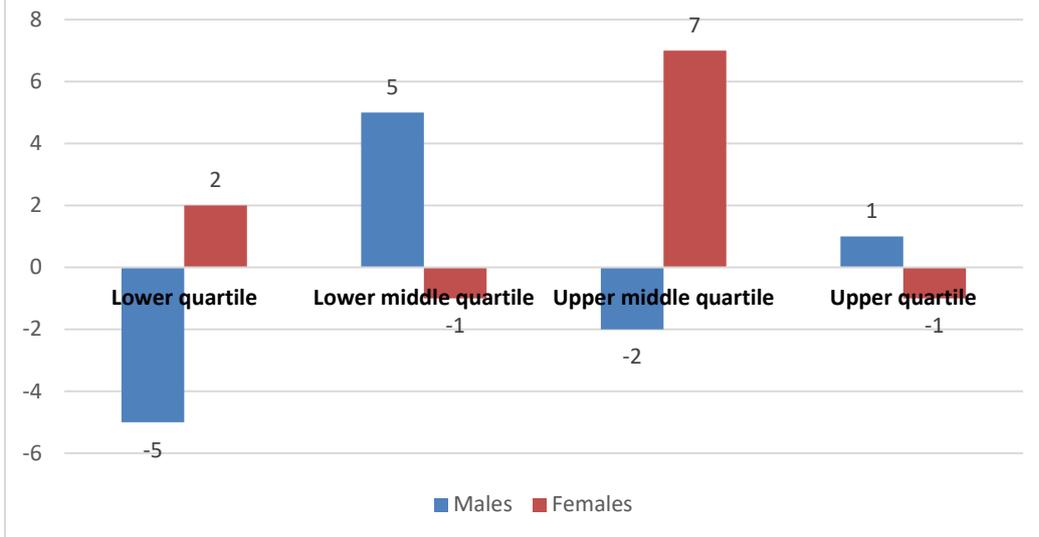
The chart shows a reduction in the median pay gap from the previous year and also shows that it falls well below the average median pay gap of the peer group, which was 14.9% as at March 2019. The decrease in the median and its comparison to the peer group is particularly noteworthy, this is because the median is a more robust and meaningful measure of the gender pay gap since it is less distorted by outliers and one-offs e.g. whether casual invigilators happened to be paid in the given month of the snapshot period.

The chart below shows that the mean pay gap was at 11.8% which is a slight increase from the previous year and falls above the average mean pay gap of the peer group which was 8.2% as at March 2019. However, as discussed above, we place more importance on the median in terms of providing a more reliable picture of the overall gender pay gap across the college.



The chart below demonstrates the reason for the increase in the mean pay gap and a reduction in the median pay gap through a natural churn in staffing. There has been a reduction in the number of males included within the lowest quartile in comparison to the previous year, this has impacted upon the mean hourly rate for males. The mean is significantly impacted due to the workforce comprising fewer proportionate males to females. It should also be noted that a large percentage of the lower paid males that were included previously, and are not included in this year's data, were casual invigilators. In addition, the chart shows an increase in the number of females included within the upper middle quartile which has had a positive impact upon the median hourly rate for females.

Difference in the number of males and females included in each quartile for 19/20 compared to 18/19



As at the snapshot date of 31st March 2020 the breakdown between male and female employees was 29.9% to 70.1% respectively.

Year	Lower Quartile	Lower Middle Quartile	Upper Middle Quartile	Upper Quartile
March 2020	20.5% M 79.5% F	33.7% M 66.3% F	29.3% M 70.7% F	36.1% M 63.9% F
March 2019	28.4% M 71.6% F	28.4% M 71.6% F	29.3% M 70.7% F	37.0% M 63.0% F
March 2018	32.9% M 67.1% F	28.4% M 71.6% F	32.1% M 67.9% F	37.8% M 62.2% F
March 2017	29.6% M 70.4% F	25.6% M 74.4% F	32.1% M 67.9% F	35.8% M 64.2% F

The distribution of females to males across the quartiles demonstrate that females are over-represented in the lower quartile by 9.4% and are under-represented by 6.2% at the highest level. Whilst these two factors are key contributors to the pay gap it is positive to note that females are represented proportionately to the college demographic within the upper middle quartile.

As in previous years the College has an in-house cleaning team who are predominantly female. While the College pays the Living Wage, which is in excess of the statutory National Living Wage and Minimum Wage, these staff are on hourly rates of pay that fall at the bottom of the lower quartile. In addition to this, there is a higher proportion of male sessional-paid specialist staff (4 males to 2 females) included within the data with their hourly rates falling in the upper quartile. These two categories of staff result in a larger gender pay gap each year. This is demonstrated in the table below, which shows that the mean pay gap falls by 4.1% and the median pay gap reduces by 9.8% when these categories of staff are removed.

Pay Gap % with Cleaners and Sessional Staff Removed

	Mean Pay Gap (Hourly Rate)	Median Pay Gap (Hourly Rate)
March 2020	7.7% lower for women	-1.1% lower for women
March 2019	5.6% lower for women	2.7% lower for women
March 2018	2.7% lower for women	-4.3%
March 2017	6.5% lower for women	0% lower for women

When members of staff in the College Leadership Team and Senior Leadership Team are also removed, the mean gender pay gap is at 0.6% (-2.5% in 18/19) and the median gender pay gap is at -1.3% (-4.7% in 18/19). In line with previous years, it is clear that the existence of the gender pay gap can be explained by a gender imbalance in senior roles along with the issues mentioned above. However, due to the impact of the natural churn in staffing, the figures demonstrate that the removal of the most senior roles has had a reduced impact in comparison to the previous year.

Gender Bonus Pay Gap

The bonus pay gap data only includes the group of staff eligible to receive the Support Staff Standards Payment (SSSP). Support staff who have not yet passed their probationary period are ineligible for the Support Staff Standard Payment. The Support Staff Standard Payment is not a performance related payment in its use, as it is paid to all eligible staff as a Christmas bonus payment. The SSSP is paid on a pro rata basis to hours and weeks worked. Therefore, staff who work less than full time full year will receive a proportion of the full award equivalent to their FTE.

Year	Mean Bonus Pay Gap	Median Bonus Pay Gap	Proportion of Males and Females who Received Bonus Pay
March 2020	15.7% lower for women	13.7% lower for women	28.3% M 33.1% F
March 2019	-38% (i.e. higher for women)	9.8% lower for women	24% M 35.2% F
March 2018	-14.4% (i.e. higher for women)	3.6% lower for women	23.1% M 33.2% F
March 2017	15.2% lower for women	12.6% lower for women	22% M 33.3% F

The bonus pay gap for women is due to the Support Staff Standard Payment being paid on a pro rata basis with more eligible female staff being part-time than eligible male staff. The median bonus pay gap has risen due to there being an increase in full time male support staff receiving the SSSP. The SSSP is applied equally and comprehensively to all eligible staff.

The mean bonus pay gap appears as though it has significantly increased, however, this can be explained due to the fact that during the previous year, two staff members who happened to be female were in receipt of a "one off" recruitment allowance and no staff this year are in receipt of such payment.

Addressing the Gender Pay Gap

We have a fair and transparent recruitment and selection process and advertise a wide range of job vacancies, inviting applications from those who wish to work either full or part time, and including some posts with significant management responsibilities. This is in order to encourage both males and females with caring responsibilities, who do not wish to work full time, to apply to work with us. We firmly believe in appointing the person who we believe to be the best candidate for each job vacancy regardless of gender.

The college adopts the NJC pay scales for teaching and support staff. Teaching staff are placed on a spine point in line with their teaching experience and qualifications at the time of appointment. Support staff are placed on the appropriate spine point or pay range for their particular role; the grading of roles is determined by the required skill level, experience and qualifications for the role, alongside internal and external benchmarks. Teachers and support staff rise up their respective pay band by annual increment, subject to satisfactory performance, regardless of gender.

We are a Living Wage Employer, currently paying a minimum of £9.50 per hour. This has significantly increased, and will continue to increase, the hourly rate paid to jobs on lower grades, which are held predominantly by female support staff.

All staff, irrespective of gender, are eligible to apply to take part in funded external staff development and our internal staff development programme is available to all staff. We work flexibly with part time staff to ensure they are provided with the same staff development opportunities as full time staff, through the recording and publishing of training sessions on the internal stream facility.

Staff surveys and exit interviews are regularly monitored and show no areas of concern in respect of career progression that are linked to equality.

We support new mothers through the provision of enhanced maternity rights (above statutory), the provision of paid Keep in Touch days (which are available for staff development purposes as well as for work requirements). Mothers returning from maternity leave have the option, if feasible, to return on a phased basis.

We welcome both informal and formal applications for flexible working and we endeavour to be fully supportive of all such reasonable requests.

All of the above are actions taken in order to tackle the gender pay gap, in order to recruit the best new talent into our workforce and to retain the talented, dedicated and happy workforce which we are fortunate to currently have.

I can confirm that the above information has been prepared from our payroll data at 31st March 2020 and fairly presents the Gender Pay Gap information for Cardinal Newman College.



Nick Burnham
Principal