

1. Introduction to Guild Methodology – Reporting (2 sets of data) and Exclusions

The Guild is required to comply with Gender Pay legislation because we have greater than 250 employees. However, the significant majority (circa 75-85%) of those employees are student staff paid at one of two hourly rates.

The Guild reports two sets of data internally, one set for all employees and one set for permanent staff only. This is because the large number of student staff can significantly impact the figures reported. However, for statutory reporting, the Guild is required to provide data for ALL full pay relevant employees only.

In addition, not all employees are classified as ‘full pay relevant’ and included in calculations. If an employee is not receiving their full pay in the snapshot period, for example due to maternity leave, paternity leave, sick pay or unpaid annual leave, their data is excluded from the calculations. Student staff would be excluded if they received holiday pay only during the snapshot month.

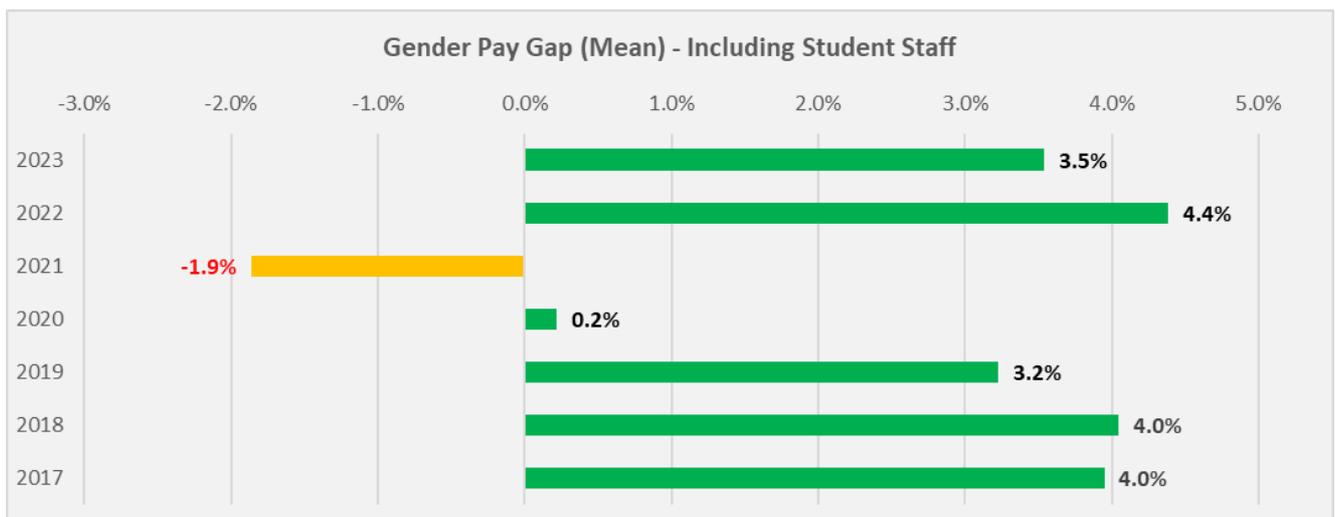
When considering historical snapshot data, the definition of ‘full pay relevant employees’ excluded staff who were furloughed at less than full pay and this significantly impacts the Guild’s data set for 2021 only. During March 2021, the majority of student staff and some permanent staff were furloughed at 80% and therefore 240 employees from 299 total employees were excluded.

A breakdown of total employees, gender and exclusions is reported in Appendix 1.

2. Guild Gender Pay Gap – Mean

The Guild’s ‘Mean Gender Pay Gap’ figures for 2017-2023 are as follows:

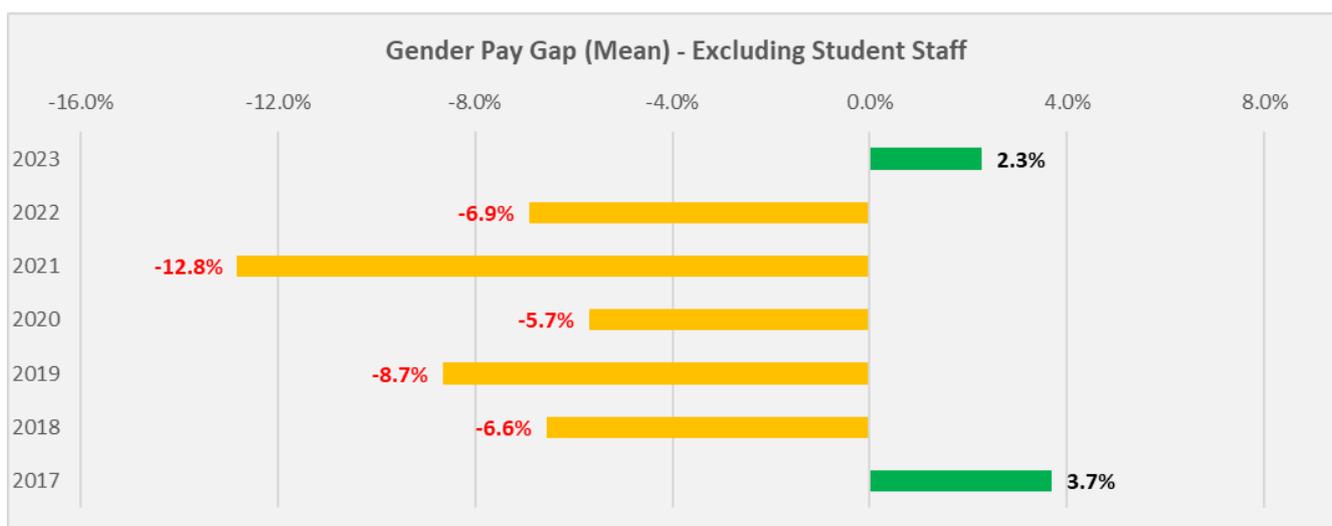
All ‘Full Pay Relevant Employees’ (Including Student Staff)



	MEAN - Including Student Staff						
	2023	2022	2021	2020	2019	2018	2017
Male Employees	11.01	10.03	13.39	9.14	9.30	9.15	8.86
Female Employees	10.62	9.59	13.64	9.12	9.00	8.78	8.51
Mean Gender Pay Gap (£)	0.39	0.44	-0.25	0.02	0.30	0.37	0.35
Mean Gender Pay Gap (%)	3.5%	4.4%	-1.9%	0.2%	3.2%	4.0%	4.0%

- For all 'full pay relevant' employees, as at 5th April 2023, on average male employees were paid 39p per hour or 3.5% more than female employees. (2022 = male employees paid 44p or 4.4% more).

'Full Pay Relevant Employees' (Excluding Student Staff)



	MEAN - Excluding Student Staff						
	2023	2022	2021	2020	2019	2018	2017
Male Employees	16.34	14.62	14.50	14.06	13.64	13.12	13.83
Female Employees	15.97	15.63	16.36	14.86	14.82	13.98	13.32
Mean Gender Pay Gap (£)	0.37	-1.01	-1.86	-0.80	-1.18	-0.86	0.51
Mean Gender Pay Gap (%)	2.3%	-6.9%	-12.8%	-5.7%	-8.7%	-6.6%	3.7%

- For salaried permanent staff only, as at 5th April 2023, on average male employees were paid 37p or 2.3% per hour more than female employees (2022 = female employees paid £1.01 or 6.9% more).

3. Guild Gender Pay Gap – Median

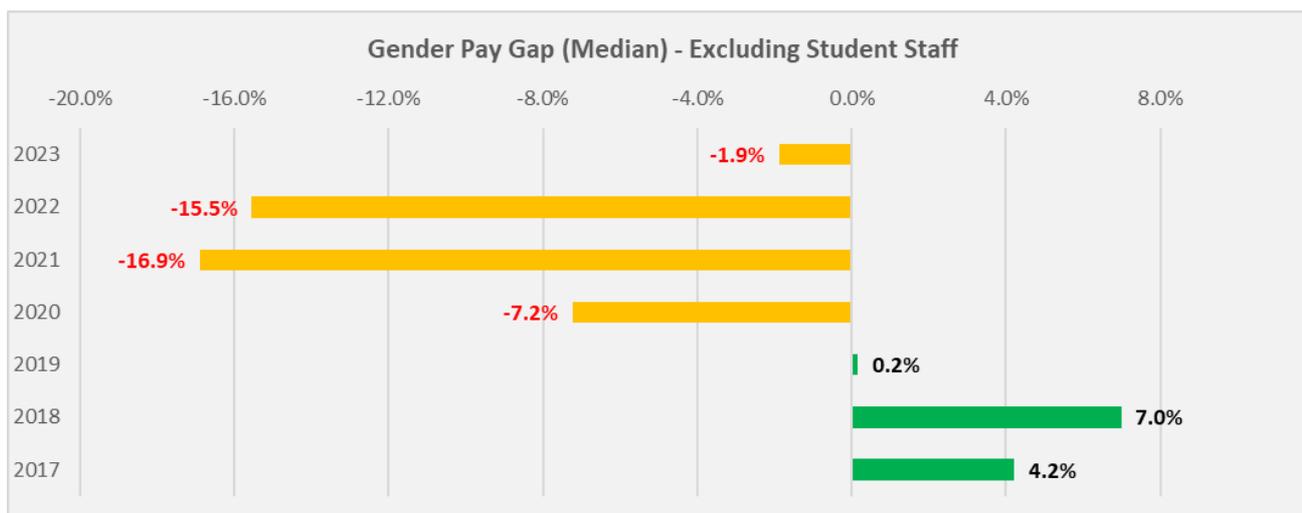
The Guild's 'Median Gender Pay Gap' figures as at 2017-2023 are as follows:

All 'Full Pay Relevant Employees' (Including Student Staff)

	MEDIAN - Including Student Staff						
	2023	2022	2021	2020	2019	2018	2017
Male Employees	9.18	8.36	11.24	8.10	8.00	7.72	7.35
Female Employees	9.18	8.36	11.24	8.10	8.00	7.72	7.35
Median Gender Pay Gap (£)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Median Gender Pay Gap (%)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

- For all 'full pay relevant' employees as at 5th April 2023, the median hourly rate falls on the student staff assistant rate and there is no gender pay gap. This is consistent with previous years with the exception of 2021, where the median was the equivalent of Grade 4 for permanent staff.

'Full Pay Relevant Employees' (Excluding Student Staff)



	MEDIAN - Excluding Student Staff						
	2023	2022	2021	2020	2019	2018	2017
Male Employees	13.89	11.77	11.24	11.91	12.80	12.03	11.65
Female Employees	14.15	13.60	13.14	12.77	12.78	11.19	11.16
Mean Gender Pay Gap (£)	-0.26	-1.83	-1.90	-0.86	0.02	0.84	0.49
Mean Gender Pay Gap (%)	-1.9%	-15.5%	-16.9%	-7.2%	0.2%	7.0%	4.2%

- For relevant permanent staff only, the median hourly rate for female employees is 26p per hour or 1.9% greater than male employees as at 5th April 2023. (2022 = female employees paid £1.83 or 15.5% more).

4. 'Permanent Staff only' observations regarding March 2023

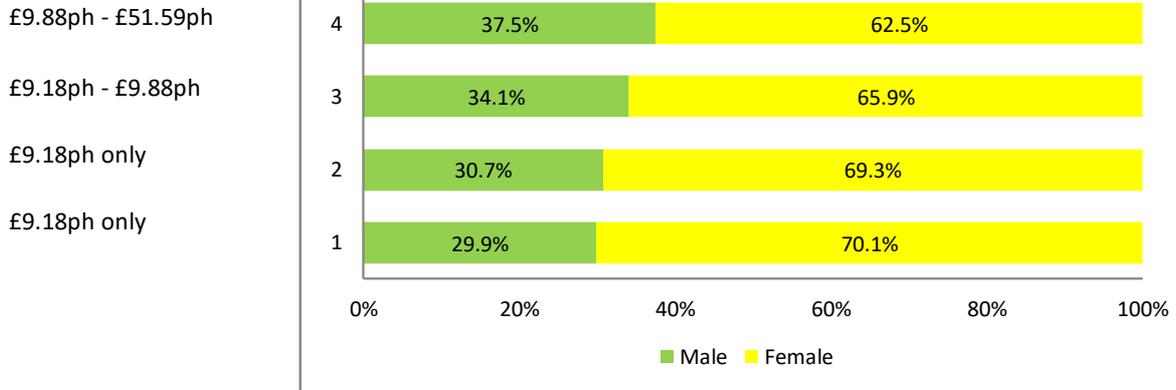
When considering salaried permanent staff only, the mean gender pay gap for 2023 is 2.3%, representing a shift from 6.9% in favour of females reported for 2022. In addition, the median gender pay gap in favour of females reports a shift from 15.5% (2022) to 1.9% (2023).

This change represents a shift in the balance of male to female employees, mainly in managerial positions (Grade 7 and above) although is actually linked to only a small number of posts. In March 2022, the gender split of staff paid at 'G7 and above' was 76.4% female/23.6% male and the split in March 2023 was 53.3% female/46.7% male.

5. Quartile Data

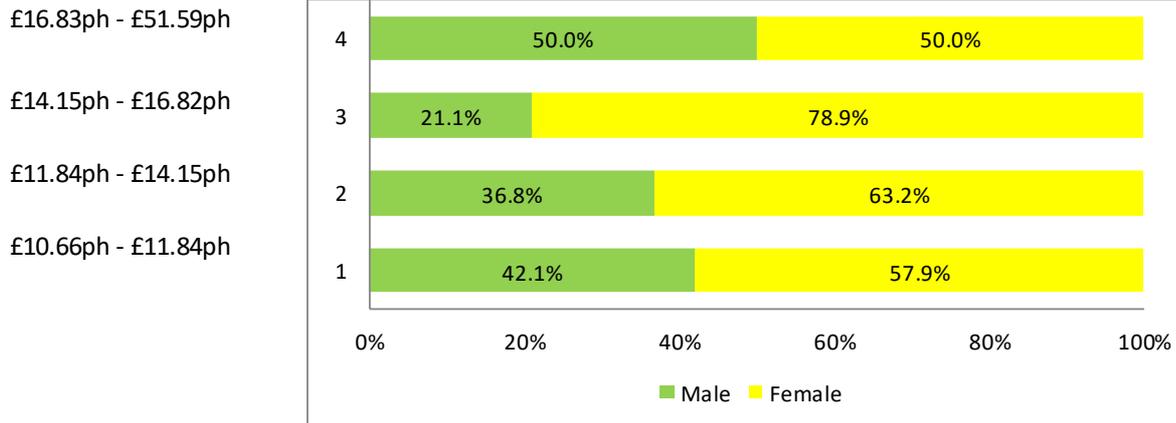
Student staff exclusively occupy the first three quartiles of the Guild's data due to the significant numbers of student staff employed in comparison to the permanent team. Quartile data as at 5th April 2023 is as follows:

Quartile (£ per hour)



If we exclude student staff from the data-set, the quartile spread for 'salaried non-student staff' is as follows:

Quartile (£ per hour)



Quartile data for the periods 2017 – 2022 is available upon request although would generally follow similar patterns to the graphs above. Annual quartile information is also available here: <https://gender-pay-gap.service.gov.uk/>

6. Bonus Data

The Guild conducted a review of the Reward & Recognition policy in 2017 and as a result, bonus payments were removed from the pay-structure from 2017/18 onwards. The Guild is not required to report figures for this area as there is no relevant data. March 2017 data can be accessed using the same link above.

7. Conclusion

As at 5th April 2023, the Guild reported a mean gender pay gap of 3.5% in favour of males for 'full pay relevant employees', reducing by 0.9% from 4.4% reported for the previous year. If we consider salaried permanent staff only, the mean gender pay gap of 2.3% in favour of males represents a swing from 6.9% in favour of females, reported for 2022.

With regards to the median gender pay gap, the Guild has reported a NIL pay gap position every year for all full pay relevant employees, with a pay gap in favour of female employees when permanent staff only are considered.

No corrective action is recommended to address figures calculated in this analysis. The mean gender pay gap fluctuations are mainly impacted by the gender balance of the larger student staff team with an overall two thirds majority of female employees. This majority is also reflected within the permanent staff team. Figures will continue to be monitored on an annual basis.

A handwritten signature in black ink, appearing to read 'Jo Thomas', written in a cursive style.

Jo Thomas
CEO

28th March 2024

Appendix 1 – Employee Data and Exclusions

The following table details the Guild’s total number of employees split between permanent and student staff contracts, the exclusions applied to gender pay data each year and employee gender splits:

No. Of Employees	2023	2022	2021	2020	2019	2018	2017
Permanent Staff	81	73	70	72	73	76	78
Student Staff	311	304	229	366	370	327	347
Total Employees	392	377	299	438	443	403	425

Exclusions	2023	2022	2021	2020	2019	2018	2017
Permanent Staff	6	9	28	8	5	7	3
Student Staff	35	23	212	11	22	28	45
Total Exclusions	41	32	240	19	27	35	48

Full Pay' Relevant Employees	2023	2022	2021	2020	2019	2018	2017
Permanent Staff	75	64	42	64	68	69	75
Student Staff	276	281	17	355	348	299	302
Total Employees in GP Data	351	345	59	419	416	368	377

Total Employees Split:

Permanent Staff	20.7%	19.4%	23.4%	16.4%	16.5%	18.9%	18.4%
Student Staff	79.3%	80.6%	76.6%	83.6%	83.5%	81.1%	81.6%

Gender Split - Permanent Staff	2023	2022	2021	2020	2019	2018	2017
Male	35.8%	37.1%	37.1%	38.9%	43.8%	43.4%	41.0%
Female	64.2%	62.9%	62.9%	61.1%	56.2%	56.6%	59.0%

Gender Split - Student Staff	2023	2022	2021	2020	2019	2018	2017
Male	31.8%	29.6%	34.1%	37.4%	30.3%	31.5%	36.9%
Female	68.2%	70.4%	65.9%	62.6%	69.7%	68.5%	63.1%

Gender Split - All Staff	2023	2022	2021	2020	2019	2018	2017
Male	32.7%	31.0%	34.8%	37.7%	32.5%	33.7%	37.6%
Female	67.3%	69.0%	65.2%	62.3%	67.5%	66.3%	62.4%