

# Gender Pay Gap Report

## 2020-2021

### Introduction

The Equality Act 2010 (Gender Pay Gap Information) 2017 requires employers with 250 or more employees to publish details of its Gender Pay Gap, based on a reference date of 31<sup>st</sup> March. This information is being posted on [www.gov.uk](http://www.gov.uk) and on our website, [www.activatelearning.ac.uk](http://www.activatelearning.ac.uk).

The Gender Pay Gap shows the difference between the pay averages (mean or median) of men and women in the organisation.

In addition to the information we are required to provide, we are also providing additional information to explain what the figures mean, why we have a gender pay gap and what initiatives we propose.

### The Activate Learning Group Data.

The data contained within this report represents the gender pay snapshot as at 31 March 2021 in respect of employees in receipt of pay during the month of March 2021. For the purposes of the 2021 Gender Pay Gap report, Activate Learning had 1,853 relevant employees. Of those employees, 584 were male and 1,269 were female.

### Pay Quartiles – the distribution of male and female staff in the organisation

The first calculation is based on the hourly rate of all staff. This means that the actual hourly rate is used, irrespective of full or part-time. The hourly rate for all staff is calculated and then used to subdivide staff into four quartiles by hourly rate. The table below shows the distribution of male and female staff for 2021 and compared to the results for the previous 2 years:

	2019		2020		2021	
	Males	Females	Males	Females	Males	Females
Upper Quartile	34.90%	65.10%	39.50%	60.50%	41.68%	58.32%
Upper Middle quartile	32.10%	68.80%	35%	65%	36.07%	63.93%
Lower Middle Quartile	34.10%	65.90%	28.50%	71.50%	30.24%	69.76%
Lower Quartile	21.30%	78.70%	21.60%	78.40%	17.93%	82.07%

Whilst there are more women than men in all four quartiles, the distribution of staff by gender is disproportionate across the quartiles with the largest number of women being in the lower quartiles.

## Mean Pay

The mean gender pay gap is the difference between the average (mean) gross hourly pay of male and female members of staff taken as a single group. The table below shows the Group mean pay gap for 2021 and compared to the results for the previous 2 years.

	2019	2020	2021
<b>Mean Gender Pay Gap</b>	8.70%	12.10%	13.7%

The mean gender pay gap represents an increase against the previous 2 years.

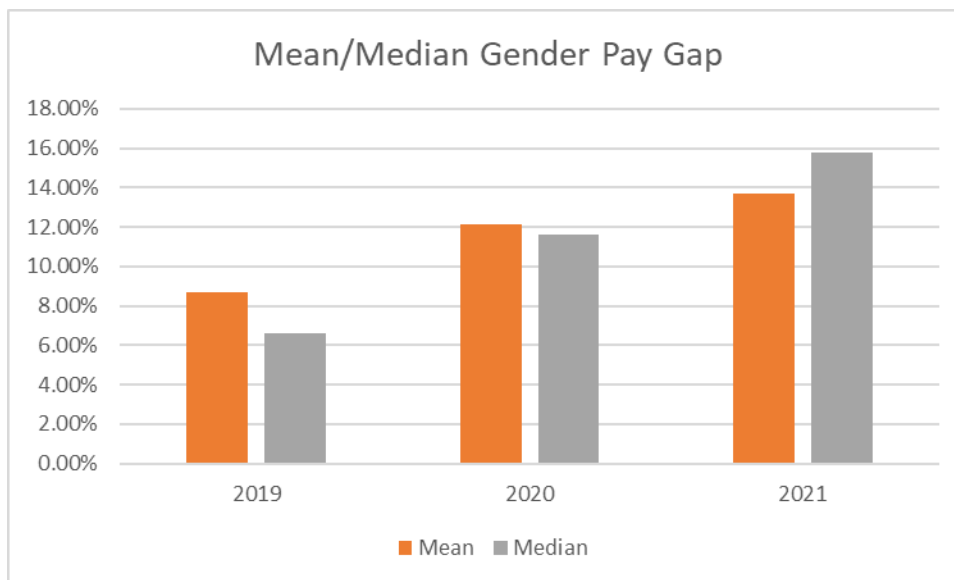
## Median Pay

The median gender pay gap is the difference between the mid point (median) gross hourly pay of male and female members of staff taken as a single group. The Group median pay percentage difference is reported below for 2021 and compared to the previous 2 years.

	2019	2020	2021
<b>Median Gender Pay Gap</b>	6.60%	11.60%	15.78%

The median gender pay gap represents an increasing trend.

## Three-year trend in Gender Pay Gap



Both the mean and median gender pay gaps have shown an increase year on year. In 2020 the number of relevant employees increased significantly due to the mergers with the Guildford College Group and Bracknell and Wokingham College.

## Bonus Payments

A total of 38 employees received additional payments, which have been classified as bonus payments, in the year ending March 2021. Bonusses are defined as any payments related to profit sharing, productivity, performance, incentive and commission. Long service awards with a monetary value are also included. The mean and median bonus pay gap for 2021 is reported below and compared to the previous 2 years.

	2019	2020	2021
Males receiving a Bonus	2.20%	3.40%	0.97%
Females receiving a Bonus	.50%	1.50%	1.08%
Mean Bonus Gender Pay Gap	79.80%	27.60%	6.38%
Median Bonus Gender Pay Gap	88.60%	50%	89.51%

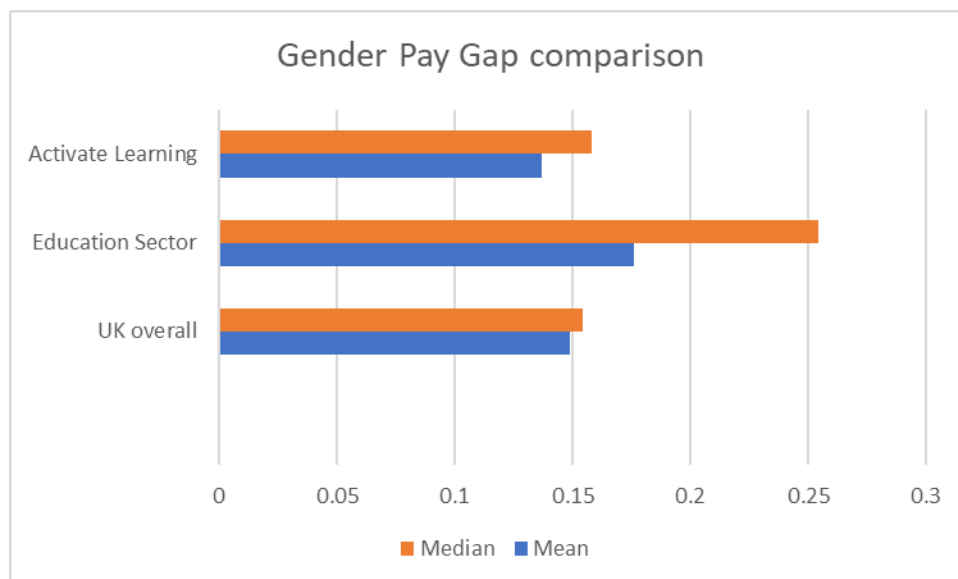
## Commentary on the Gender Pay Gap

The composition of the workforce for 2021 is 68.5% female and 31.5% male. This is comparable to 2020 when the composition of the workforce was 68.8% female and 31.2% male.

### Mean and Median Gender Pay gaps

Gender pay gaps exist across all industries and sectors and the reasons for them are complex.

According to the Office for National Statistics, the UK overall gender pay gap in 2021 was 15.4% (median) and 14.9% (mean) in favour of males. The education sector is cited as having the largest gender pay gap of any sector with 25.4% median and 17.6% mean for all employees in favour of males. Activate Learning has a mean gender pay gap of 13.7% and median gender pay gap of 15.78% in favour of males.



The comparison shows that the Activate Learning Group median is close to the national median gender pay gap and well below that of the education sector with the mean gender pay gap tracking below both the national and education sector averages.

The Activate Learning Gender Pay gap has shown an increase since 2020 and this is linked to the balance of female staff compared to male staff across the four pay bands. Whilst we have a greater proportion of female staff in the whole organisation, 76% of our workforce in the lower quartiles are female. This has increased since 2020.

This does not mean that the Group underpays its female staff. Activate Learning supports fair reward and recognition of all staff irrespective of gender. Female and Male staff receive equal pay for equal work. Roles of equal value are paid on the same grade with incremental scale points within the Group's grading structure. All eligible staff received a salary increment within the reporting period in line with the individual pay scales for their job roles in addition to a cost of living salary increase.

## Mean and Median Bonus Gender Pay gaps

A small number of staff at Activate Learning received bonus payments during the 12 months preceding the 31 March 2021, 1% of men and 1.1% of women.

Of people who were paid a bonus in 2021, men received, on average, a marginally higher bonus than women. This gives us a mean bonus gender pay gap of 6.38%, which demonstrates a considerable decrease compared to 2020.

The median gender bonus pay gap is 89.51% which means that the bonus for the person in the middle of the list of women employees is 89.51% lower than bonus of the person in the middle of the list of male employees.

## Why is there a gender pay gap?

This relates to the different jobs that men and women currently do at Activate Learning. In 2021, 38% of female employees are in the two lower quartiles in comparison to 12% of males.

## What is Activate Learning doing to further address this gap?

### Recruitment Practices

- We are constantly reviewing the role specifications to ensure that there is no unintended gender bias and wherever possible considering flexible working arrangements.
- Through our Applicant Tracking System, Vacancy Filler, the Talent Team are able to routinely monitor the shortlisting and hiring data to ensure that people are interviewed on the basis of their skills and ability to deliver in their role and not on the basis of any unconscious bias
- We are clearly and transparently promoting the flexible and family friendly benefits on offer.

- We have implemented a program of training for managers on recruiting and selecting diverse talent and exploring unconscious bias to ensure that gender bias is removed from our talent acquisition processes
- We are providing access to internal coaches and mentors so that we can allocate tailored and flexible support to employees to develop their careers and progress within Activate Learning.
- We are ensuring all senior leadership roles have gender-balanced interview panels.
- Through our 'Work with Us' page we use our own employees as role models to promote our inclusive culture and the employment opportunities at Activate Learning.

## Employee progression and Development

- We are advertising all vacant or new roles across our internal network, enhancing visibility of career progression opportunities and promoting our 'Transform your Career' value proposition.
- We offer funding to staff to support their professional development enabling them to build their skills, knowledge and confidence to progress.
- We have implemented Leadership and management development pathways, including an Aspiring Managers Programme, with increased access for women to develop leadership and management capability for internal progression opportunities.
- We have a comprehensive Learning and Development programme on offer, including access to on-line personal development opportunities to enable employees to enhance their skills and confidence.
- We offer internal coaching and mentoring for employees to develop their own resourcefulness in a range of work-related situations

## Diversity, Inclusion and Wellbeing

- We have appointed a Diversity and Inclusion Manager to support us in our ambition to create an inclusive working environment where each person feels welcomed, valued and can thrive, with equality and inclusion embedded into everything that we do.
- We have a programme of diversity and inclusion themed development sessions available to raise awareness, remove bias and promote equality of opportunity, available for all levels of employee.
- Through our wellbeing initiative, employees are encouraged to focus on their work life balance and wellbeing at work with access to a variety of resources and workshops to support them.
- We have established an employee resource group to support employees through maternity and paternity, including a return to work buddy scheme

## Working Practices

- We offer enhanced maternity, paternity and adoption schemes and will continue to promote these along with other flexible and family friendly benefits that are on offer.
- We have a generous annual leave entitlement
- We will consider flexible ways of working, including part-time and casual hours, and hybrid working for all roles across the organisation