

Totally Local Company Ltd - Gender Pay Gap Statement (2018)

In determining the pay and remuneration of all of its employees, Totally Local Company Ltd will comply with all relevant employment legislation. This includes legislation such as the Equality Act 2010, Part Time Employment (Prevention of Less Favorable Treatment) Regulations 2000, The Modern Slavery Act 2015, and where relevant, the Transfer of Undertakings Protection of Earnings Regulations [TUPE].

This Gender Pay Gap (GPG) Statement sets out Totally Local Company Ltd.'s due regard for associated statutory guidance, and for the first time incorporates Totally Local Company Ltd.'s Gender Pay Gap data in support of the GPG reporting requirements.

The purpose of this statement is to provide transparency with regard to the Totally Local Company Ltd.'s approach to setting the pay of its employees by confirming the methods by which salaries of all employees are determined. totally local company ltd sets employee pay against the Local Government NJC Pay Scale, and further aims to attract and retain the best people to undertake its services by seeking knowledge on where the market is at in respect of key roles by considering external benchmarking for pay within similar sectors. Of which, such methods are applied consistently throughout totally local company ltd and monitored, evaluated, and amended appropriately subject to review when required.

Totally Local Company Ltd holds a positive and proactive approach to meeting the financial challenges the organisation faces and focuses on making the best use its resources. Together with its partners, Totally Local Company Ltd invests significantly in the improvement and growth of the areas it operates within and takes a lead role in actively developing these areas economically, alongside refining the way the organisation delivers services to make the changes needed to ensure that;

- Our delivery of services is successful and sustainable
- Our people are empowered and resilient
- Our communities have a positive experience

Totally Local Company Ltd.'s focus is to consider where it can best invest and spend the money it has now and in future years and align this with others to achieve shared outcomes and effectively ensure growth of the organisation.

In setting and negotiating new contracts for new employees, defined as those employed after May 2013, Totally Local Company Ltd by definition highlights pay gaps due to decisions made following a consultation piece undertaken at this time to support the needs of the business financial deficit to ensure its survival, which aimed to safeguard jobs and support the plan set out to recover the financial position of the company over time.

The Living Wage was created to set the minimum pay rate believed to be required for a worker to provide their family with the essentials of life, and is reliant upon the voluntary commitment of individual employers. The current Living Wage level set nationally in November each year is £7.83 per hour. Totally Local Company Ltd has committed to review its approach to application of the Foundation Living Wage in line with NJC Pay Scale agreement and is currently set at £8.45 per hour.

It should further be noted that Totally Local Company Ltd employs Apprentices who are paid at the national minimum rate for their age, which is higher than the national rate. Totally Local Company Ltd employs a number of apprentices at varied age ranges to support inclusivity for the learning and development of all regardless of age.

In support of compliance and its requirements made the data and figures will be published by 31st March 2018 by Totally Local Company Ltd.

Totally Local Company Ltd is a supportive and flexible employer with a range of flexible working patterns and models available to all employees, these include, flexible working, term time, part time, job share, agile and home working along with a “blind” recruitment process. Totally Local Company Ltd also has a number of female role models in senior management positions. This is the first time Totally Local Company Ltd has published GPG information and it demonstrates positive trends since May 13. Work will continue to ensure the GPG continues with a positive trend: identifying areas where it is difficult for female workers to access, improving career development opportunities and continuing to work with partners and colleagues to learn from good practice.

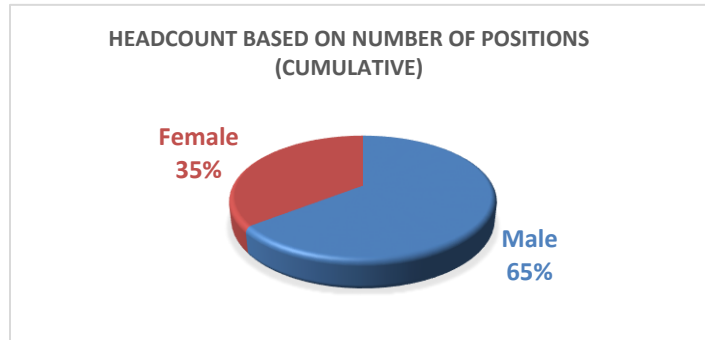
This statement has been approved by Totally Local Company Ltd Chief Executive and published on the Totally Local Company Ltd.'s website.

Totally Local Company Ltd - Gender Pay Gap Reporting 2018

Relevant employees are all employees employed by Totally Local Company Ltd. The GPG data is a snapshot due to exclusions required for this reporting exercise, for example, employees absent due to sickness, leave of absence, and annual leave.

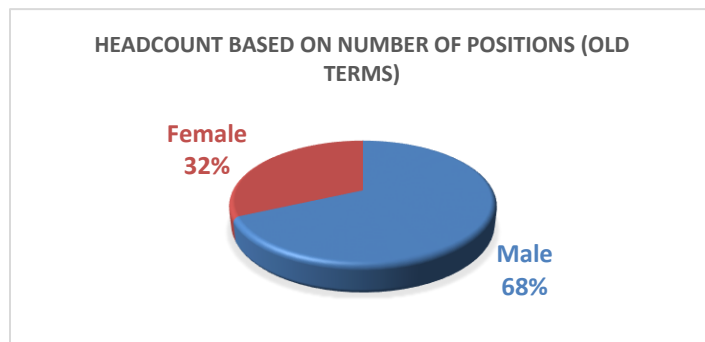
Headcount based on number of positions (Cumulative)

Male	429	65%
Female	236	35%
Total	665	



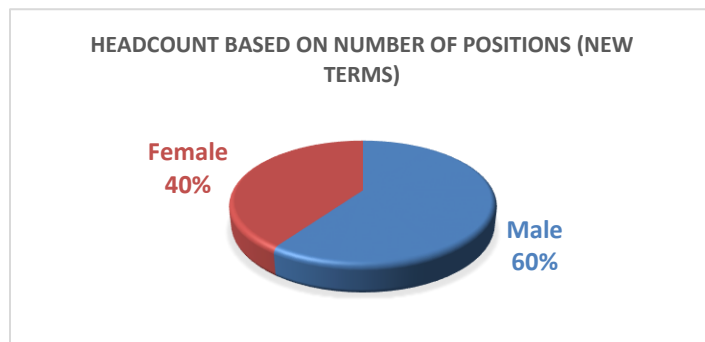
Headcount based on number of positions (Old Terms)

Male	255	68%
Female	119	32%
Total	374	



Headcount based on number of positions (New Terms)

Male	174	60%
Female	117	40%
Total	291	



The gender pay gap differs from equal pay. Equal pay deals with the pay differences between men and women who carry out the same jobs, similar jobs or work of equal value. It is unlawful to pay people unequally because they are a man or a woman.

The gender pay gap shows the differences in the average pay between men and women. If a workplace has a particularly high gender pay gap, this can indicate there may be a number of issues to deal with, and the individual calculations may help to identify what those issues are. In some cases, the gender pay gap may include unlawful inequality in pay but this is not necessarily the case.

Totally Local Company Ltd has implemented a number of actions intended to reduce the gender pay gap, offering a range of flexible working patterns and models available to employees, these include, flexible working, term time, part time, job share. Totally Local Company Ltd also has a number of female role models in senior management positions. This is the first time Totally Local Company Ltd has produced GPG information showing a positive trend highlighting headcount figures across cumulative, old terms, and new terms in a field where the workforce has historically been predominantly male. However, under new contract terms the data indicates growth in the number of female employees in post, with females making up just over 1/3 of Totally Local Company Ltd.'s workforce.

Totally Local Company Ltd.'s will continue its efforts to improve GPG including: identifying areas where it is difficult for female workers to access, improving career development opportunities through PDR and Passport to Leadership initiatives (from April 2018) and continuing to work with partners and colleagues to learn from good practice. We expect the changes to continue with this positive impact over the next few years.

The Calculations

- Relevant employers must follow the rules in the regulations to calculate the following information:
 - Their mean gender pay gap
 - Their median gender pay gap
 - Their proportion of males and females in each quartile pay band
- A written statement, authorized by an appropriate senior person, which confirms the accuracy of their calculations. However, this requirement only applies to employers subject to the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.
- A **mean** average involves adding up all of the numbers and dividing the result by how many numbers were in the list.
- A **median** average involves listing all of the numbers in numerical order. If there is an odd number of results, the median average is the middle number. If there is an even number of results, the median will be the mean of the two central numbers.

Using these two different types of average is helpful to give a more balanced overview of an employer's overall gender pay gap:

- Mean averages are useful because they place the same value on every number they use, giving a good overall indication of the gender pay gap, but very large or small pay rates or bonuses can 'dominate' and distort the answer. For example, mean averages can be useful where most employees in an organisation receive a bonus but could be less useful in an organisation where the vast majority of bonus pay is received by a small number of board members.
- Median averages are useful to indicate what the 'typical' situation is i.e. in the middle of an organisation and are not distorted by very large or small pay rates or bonuses. However, this means that not all gender pay gap issues will be picked up. For example, a median average might show a better indication of the 'middle of the road' pay gap in a sports club with a mean average distorted by very highly paid players and board members, but it could also fail to pick up as effectively where the pay gap issues are most pronounced in the lowest paid or highest paid employees.

For the results of the first four calculations:

- A **positive** percentage figure (which almost all organisations are likely to have) reveals that typically or overall, female employees have lower pay or bonuses than male employees.
- A **negative** percentage figure (which some organisations may have) reveals that typically or overall, male employees have lower pay or bonuses than female employees.
- A **zero** percentage figure (which is highly unlikely, but could exist for a median pay gap where a lot of employees are concentrated in the same pay grade) would reveal no gap between the pay or bonuses of typical male and female employees or completely equal pay or bonuses overall.

The mean gender pay gap: This calculation requires an employer to show the difference between the mean hourly rate of pay that male and female full-pay relevant employees receive.

The calculation is:

$$\frac{(A - B)}{A} \times 100$$

A is the mean hourly rate of pay of all male full-pay relevant employees.

B is the mean hourly rate of pay of all female full-pay relevant employees.

The result is expressed as a percentage.

For example... An employer with a mean hourly rate of pay of £15.25 for all male full-pay relevant employees and £13.42 for all female full-pay relevant employees would have a 12.0% mean gender pay gap (rounded to one decimal place).

The median gender pay gap: This calculation requires an employer to show the difference between the median hourly rate of pay that male and female full-pay relevant employees receive.

The calculation is:

$$\frac{(A - B)}{A} \times 100$$

A is the median hourly rate of pay of all male full-pay relevant employees; and

B is the median hourly rate of pay of all female full-pay relevant employees.

The result is expressed as a percentage

For example... An employer with a median hourly rate of pay of £16.00 for all male full-pay relevant employees and £13.50 for all female full-pay relevant employees would have a 15.6% median gender pay gap (rounded to one decimal place)

The proportion of males and females in each quartile pay band: This calculation requires an employer to show the proportions of male and female full-pay relevant employees in four quartile pay bands, which is done by dividing the workforce into four equal parts. These quartile pay bands are established when making the calculation, so any other pay banding used in a workplace must not be used.

Totally Local Company Ltd - Calculations

Difference in Mean Hourly Rate of Pay (Cumulative)	Difference in Median Hourly Rate of Pay (Cumulative)
Male £11.63 Female £10.88 $\frac{(\pounds 11.63 - \pounds 10.88)}{11.63} \times 100 = \underline{\underline{6.45\%}}$	Male £10.44 Female £8.46 $\frac{(\pounds 10.44 - \pounds 8.46)}{\pounds 10.44} \times 100 = \underline{\underline{18.97\%}}$

Difference in Mean Hourly Rate of Pay (Old Terms)	Difference in Median Hourly Rate of Pay (Old Terms)
Male £12.31 Female £10.98 $\frac{(\pounds 12.31 - \pounds 10.98)}{\pounds 12.31} \times 100 = \underline{\underline{10.80\%}}$	Male £11.74 Female £9.21 $\frac{(\pounds 11.74 - \pounds 9.21)}{\pounds 11.74} \times 100 = \underline{\underline{21.55\%}}$

Difference in Mean Hourly Rate of Pay (New Terms)	Difference in Median Hourly Rate of Pay (New Terms)
Male £10.63 Female £10.79 $\frac{(\pounds 10.63 - \pounds 10.79)}{\pounds 10.63} \times 100 = \underline{\underline{-1.51\%}}$	Male £9.37 Female £8.45 $\frac{(\pounds 9.37 - \pounds 8.45)}{\pounds 9.37} \times 100 = \underline{\underline{9.82\%}}$

A positive percentage figure reveals that typically or overall, female employees have lower pay than male employees. Therefore, a negative percentage figure reveals that typically or overall, male employees have lower pay than female employees; of which can be highlighted on the data under the new terms, showing an indication of positive gender pay change from the old terms pay landscape. Even though the median figure is not a negative percentage under new terms, there is a clear reduction in the level of difference in the gender pay gap

A business which has been taking action to reduce the gender pay gap for some time produces results with noticeably low levels of gender pay inequality across all the calculations, however Totally Local Company Ltd notes there is still a pay gap remaining, and understands this is in part due to less recruitment of women locally.

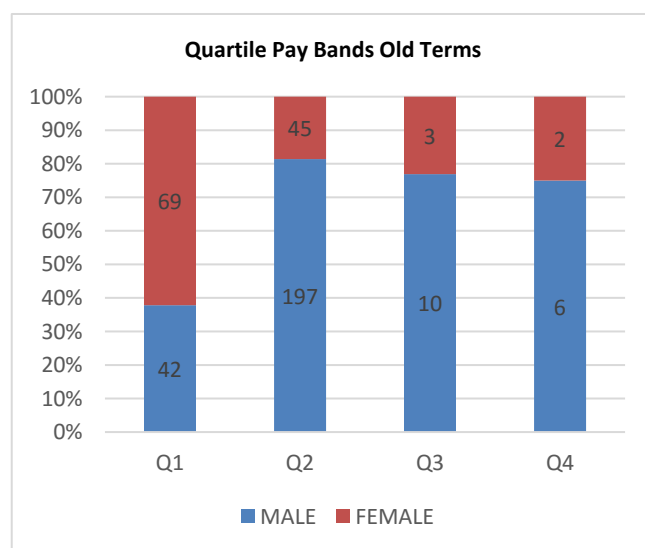
Totally Local Company Ltd values its reputation for being seen as a fair employer. Totally Local Company Ltd's Passport to Leadership agenda and new PDR process (April 2018) will support a number of facilities and provide work- experience and upskilling opportunities aimed at engaging, motivating and developing skills for the whole workforce with the intention that a wider pool of better skilled and gender-balanced candidates continue to be available.

Quartile	Hourly Rate Range	Male Headcount	Female Headcount
1 – Point 6-18	£7.78 - £9.37	164 (49.70%)	166 (50.30%)
2 – Point 19-32	£9.72 - £14.76	236 (80.82%)	56 (19.18%)
3 – Point 33-45	£15.20- £20.76	17 (65.38%)	9 (34.62%)
4 – Point 46-60	£21.26- £28.57	12 (70.59%)	5 (29.41%)

Proportion of Male and Female Employees According to Quartile Pay Bands (Cumulative)

Proportion of Male and Female Employees According to Quartile Pay Bands (Old Terms)

Quartile	Hourly Rate Range	Male Headcount	Female Headcount
1 – Point 6-18	£7.78 - £9.37	42 (37.84%)	69 (62.16%)
2 – Point 19-32	£9.72 - £14.76	197 (81.40%)	45 (18.60%)
3 – Point 33-45	£15.20- £20.76	10 (76.92%)	3 (23.08%)
4 – Point 46-60	£21.26- £28.57	6 (75%)	2 (25%)



Proportion of Male and Female Employees According to Quartile Pay Bands (New Terms)

Quartile	Hourly Rate Range	Male Headcount	Female Headcount
1 – Point 6-18	£7.78 - £9.37	122 (55.71%)	97 (44.29%)
2 – Point 19-32	£9.72 - £14.76	39 (78%)	11 (22%)
3 – Point 33-45	£15.20 - £20.76	7 (53.85%)	6 (46.15%)

4	-	£21.26	6	3
Point		-	(66.67%)	(33.33%)
46-60		£28.57		

This calculation requires the employer to show the proportions of male and female full-pay relevant employees in four quartile pay bands, which has been done by dividing the workforce into four equal parts.

Comparing the results between the quartiles indicates the distribution of full-pay relevant male and female employees across the organisation, and highlights again an improvement in trend between the gender pay gap showing that under the new terms Totally Local Company Ltd is bridging the gap in the number of gender pay data for employees sitting on higher salary bands, in addition to lesser gender pay gaps within Q1 and Q2.

Totally Local Company Ltd has implemented a number of successful actions to increase female recruitment into the organisation where over 50% of its employees had been traditionally male-dominated, for example, Totally Local Company Ltd's "blind" recruitment process.

Totally Local Company Ltd only have a small proportion of women in senior posts comparative to male employees, however recruitment gaps predominantly sit within Q1 and Q2, where the lack of women currently working in this sector. Further, considering all 4 quartiles, our gaps may be wider due to:

- Women are more likely than men to have had breaks from work that have affected their career progression;
- We have more part-time working women, the majority of such roles being relatively low paid;
- We struggle to recruit women in the more traditionally male-work dominant areas of the business as previously highlighted

Under new terms the GPG is confidently on a level setting within all four quartiles. We realize that whilst this is a great step forward positive interventions need to continue.