



Gender Pay Gap

2023/24



Gender Pay Gap 2023/2024

Executive Summary

This report provides an overview of Sheffield City Council's gender pay gap for the year 2023/2024. It highlights the council's commitment to fostering an inclusive, diverse, and equitable workplace. The report includes detailed data on the gender pay gap, actions taken to address disparities, and future commitments to ensure fair pay and equal opportunities for all employees.

Key findings:

- **Mean gender pay gap:** Women's average hourly rate is 1.71% higher than men's.
- **Median gender pay gap:** Women's median hourly rate is 0.28% lower than men's.
- **Proportion of males and females in each pay quartile:** The report provides a breakdown of male and female representation across four pay quartiles, showing trends and changes over time.

Actions taken:

- Implementation of a new job evaluation process.
- Promotion of flexible working arrangements and family-friendly policies.
- External reviews and self-assessments to improve recruitment practices.

Future focus:

- Continued review of employee data and benchmarking.
- Development of a diverse workforce strategy.
- Improvement of people data accessibility.
- Review of pay and reward approaches.
- Enhancement of recruitment processes and systems.





Introduction from Jane English, Director of People and Organisational Culture

At Sheffield City Council, we are deeply committed to fostering an inclusive, diverse, and equitable workplace where everyone—regardless of gender, background, or identity can thrive. As Director of People and

Organisational Culture, I am proud to champion fairness, transparency, and meaningful action to close the gender pay gap. But our commitment goes beyond pay; we recognise that true equality comes from embedding diversity, inclusion, and wellbeing into everything we do. This report reflects both our progress and the work still ahead as we strive to create a workplace where everyone is valued, supported, and given equal opportunities to succeed. By prioritising equity, celebrating diversity, and ensuring that all colleagues feel a sense of belonging and wellbeing, we are building not only a stronger workforce but also a fairer, more dynamic organisation for everyone.

Foreword

Equality of pay is extremely important to us and whilst we are required to publish and report specific figures about our gender pay gap, we see this as an opportunity to ensure we really focus on and understand our gender pay gap issues.

Our approach to pay

Our aim on matters of pay and remuneration is to have an approach that enables us to:

- Attract and support and retain talented people who bring the skills and expertise needed to provide excellent services to the people of Sheffield
- Ensure fair, transparent, and reasonable pay for all employees.
- Take account of national and regional pay policies, as well as market trends, while aligning with the needs of local government.
- Maintain a clear and structured approach to pay across the Council's workforce, known as pay ratios.
- Offer simple and consistent employment packages for all staff, following national guidelines and agreements.
- Support and fairly compensate lower-paid employees, reinforcing our commitment to the Living Wage.
- Protect jobs and services through a responsible, fair, and sustainable pay strategy.



Current context

In 2023, equal pay concerns around the Council's current job evaluation scheme were raised by union colleagues.

Since then, a comprehensive, independent, external review has been undertaken to investigate the Council's job evaluation scheme, its processes and its data, and to identify where changes should be made.

The Council has been working jointly and proactively with the GMB, Unison and Unite unions to confirm a new process for the future.

To ensure these potential disparities are addressed and make the process better for the future, the Council is taking a proactive and comprehensive approach by introducing a new job evaluation process and part of the new job evaluation process will require every role in the Council, including senior leaders and directors, to be reassessed to ensure every member of staff is graded appropriately.

We anticipate this review will be complete in 2027.

Understanding the gap

The gender pay gap is the difference in pay between men and women. Since 2017, UK companies with more than 250 employees must report this gap every year. They compare the average and middle hourly pay for men and women. This report does not include non-binary or other gender identities.

The report looks at six things:

1. **Mean gender pay gap:** The difference in average hourly pay between men and women.
2. **Median gender pay gap:** The difference in middle hourly pay between men and women.
3. **Proportion of men and women in each pay quartile:** The percentage of men and women in four equal pay groups, from highest to lowest.

The audit helps to see if there are differences in pay between men and women. It does not compare pay for the same jobs or consider the number of people in each role. Results can be affected by the mix of men and women in different job levels and types. We don't have a bonus pay scheme, so there is no gender pay gap in terms of bonus pay.

Explanation of mean, median and quartile:

The **mean** is what we usually call the "average." To find the mean, you add up all the numbers and then divide by how many numbers there are. For example, if



you have five friends and you want to find the average number of books they read, you add up all the books they read and then divide by five.

The **median** is the middle number in a list of numbers. Imagine you have a list of numbers in order from smallest to largest. The median is the number right in the middle. If there are two middle numbers, you find the average of those two numbers. For example, if you have five friends and you list the number of books they read in order, the median is the number of books the friend in the middle read.

For a **quartile**, imagine you have a list of 12 students, and you want to divide them into four equal groups based on their test scores. You would line up the students from the lowest score to the highest score. Then, you divide the list into four parts:

1. First Quartile: The first three students with the lowest scores.
2. Second Quartile: The next three students.
3. Third Quartile: The next three students.
4. Fourth Quartile: The last three students with the highest scores.

Each quartile represents a quarter of the list. So, the first quartile has the lowest scores, and the fourth quartile has the highest scores.

Recruitment, Diversity, and Inclusion: Actions Taken

Graduate and Apprenticeship Programmes

- We offer graduate development opportunities through the LGA's Impact programme alongside specialist professional opportunities.
- Entry-level apprenticeships have returned to pre-COVID levels, and we also support current employees through apprenticeship schemes.
- Gender balance is maintained across these programmes.
- Our recently launched Data Academy for staff has overall gender balance; however, more women complete Level 3, while more men complete Level 4.
- We collaborated with the provider to develop options suitable for part-time workers, 75% of whom are women.

Flexible Working and Family-Friendly Policies

- We continue to promote flexible working arrangements and comprehensive family leave policies.
- These measures enhance our attractiveness as an employer while improving work-life balance and employee well-being.



Senior Leadership Recruitment

- We have utilised external support to attract diverse shortlists in senior leadership recruitment.
- Further consistency in this approach is being reviewed.
- We are exploring the possibility of embedding specific diversity criteria in procurement and executive search processes.

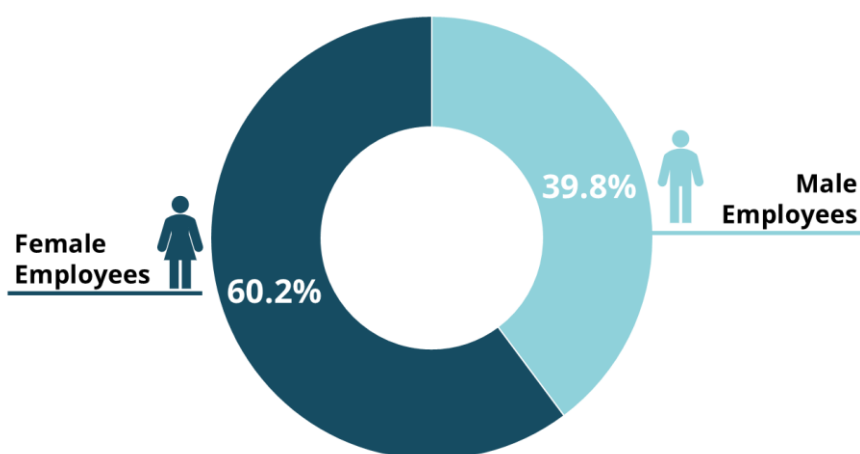
Fair and Transparent Recruitment Practices

- A mandatory training programme, with refresher sessions, is in place for all recruitment and selection panel members.
- We are refreshing our resourcing policy to ensure recruitment processes are clear, fair, and transparent.
- Managers are encouraged to use gender decoders when crafting job advertisements to eliminate bias.
- External Reviews and Self-Assessments
- An external Equality, Diversity, Inclusion, and Belonging (EDIB) review of our recruitment processes has been commissioned.
- A self-assessment was conducted against the CIPD EDI recruitment checklist to identify areas for improvement.
- Employee and wider customer engagement have been carried out to review and refine recruitment policies and processes based on feedback.

Our Gender Pay Gap

Breakdown of employees by gender:

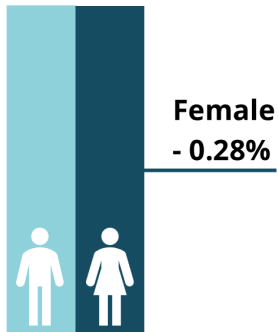
- 39.80% of our employees are male
- 60.20% of our employees are female



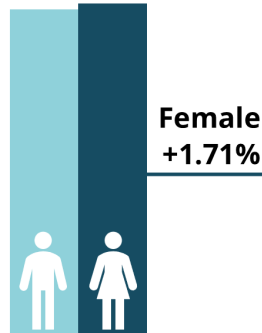
Overall gender pay gap

- women's median hourly rate is 0.28% lower than men's
- women's mean hourly rate is better than men's hourly rate by 1.71%.

Median Hourly Rate



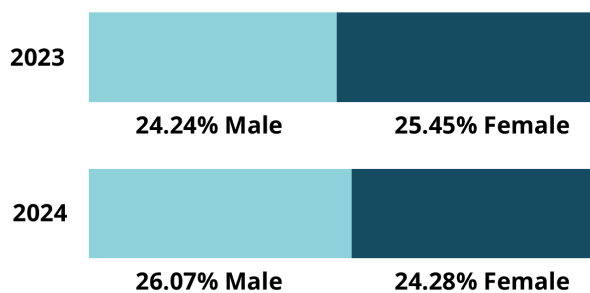
Mean Hourly Rate



Year on Year Quartile Change

Ideally, each quartile would have an equal 25% gender split. However, due to how quartiles are structured and the existing gender ratio, achieving this perfect balance isn't always possible.

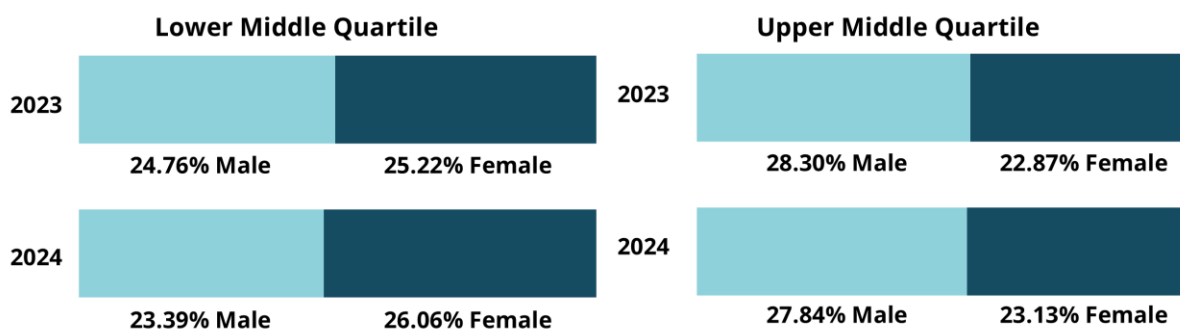
Lower Quartile Trends



The percentage of male employees has increased to 26.07%, while female representation has decreased to 24.28%.

In 2023, these figures were 24.24% for males and 25.45% for females, indicating a small but noticeable shift in male representation in this quartile.

Middle Quartiles Trends

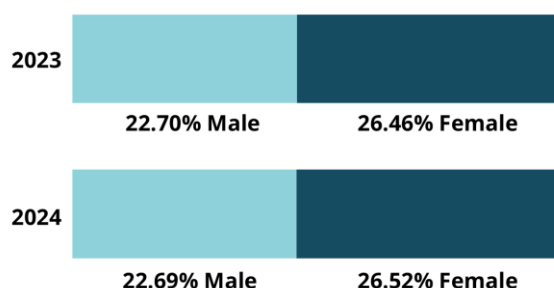


There has been a steady increase in female representation, with the percentage of women in the middle two quartiles rising by 1.10% to 49.19%.

Lower Middle Quartile Trends Most of this change has occurred in the lower middle quartile, showing a positive trend of women progressing into mid-level positions.

Upper Middle Quartile Trends The proportion of male employees in this quartile remains higher than in other quartiles, but it is gradually decreasing year by year, suggesting a slow move toward a more balanced gender split.

Upper Quartile Trends



Female representation in the upper quartile has seen a slight but steady increase, moving from 26.46% in 2023 to 26.52% this year. This suggests that more women are advancing into higher-paid roles, although progress remains gradual.

Overall, the data shows a positive trend for women moving into mid-level roles, while the gender imbalance in the upper quartiles is slowly improving. However, shifts in the lower quartile indicate that gender distribution at entry-level positions is also fluctuating.

Next Steps

- We will continue to review key employee data, benchmark externally, and refine our internal practices to establish a best practice insight capture workstream.
- We will incorporate these measures into our strategic direction from a People, Engagement, Inclusion, and Wellbeing perspective.
- This latest report will be circulated across our Employee Hubs, inviting comments as part of our wider engagement and inclusion approach.

Our Focus Areas for a More Inclusive Workplace

- We will develop our people strategy to ensure a diverse workforce where our people can thrive
- We will improve our people data and make it more accessible so we can identify trends more easily and make comparisons to the city profile
- Our Employee Equality Hubs foster a sense of belonging and voice, supporting diversity, inclusion, and intersectionality within our workforce
- Our Digital Strategy promotes flexible working arrangements to enhance employee well-being and productivity
- We will review our approach to pay and reward ensuring clear and transparent approaches to pay
- We will continue our review of our people policies, ensuring they are inclusive, supportive and promote employee wellbeing
- We will continue our review of our resourcing policy and approaches to managing talent
- We will continue to review and improve our recruitment processes and systems, making them easier to use
- We will develop our online presence on social media, and the intranet and internet ensuring it reflects a vibrant and diverse workforce

These reflect our commitment to fostering a diverse and inclusive workplace by ensuring equitable recruitment, career development opportunities, and the integration of inclusivity into digital strategy and service delivery. By focusing on these areas, we're building a workplace where everyone can grow, succeed, and feel valued!

