

## 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.

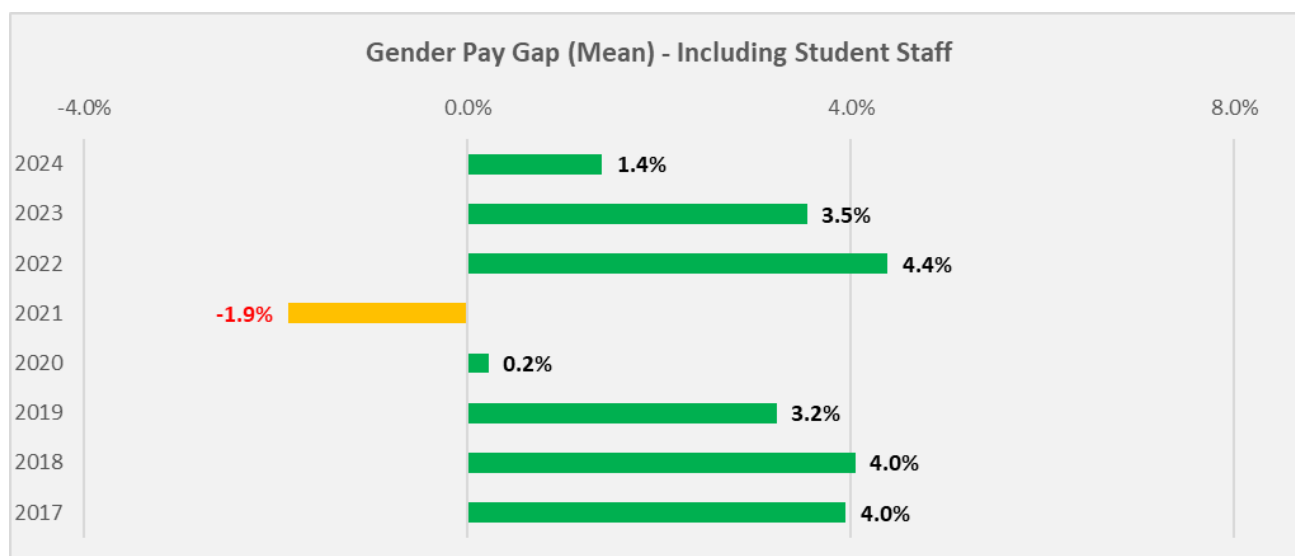
In addition, not all employees are classified as ‘full pay relevant’ and included in calculations. If an employee is not receiving their full pay in the snapshot period, for example due to maternity leave, paternity leave, sick pay or unpaid annual leave, their data is excluded from the calculations. Student staff would be excluded if they received holiday pay only during the snapshot month. Data for 2021 also excludes a significant number of staff due to furlough.

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 2017-2024 are as follows:

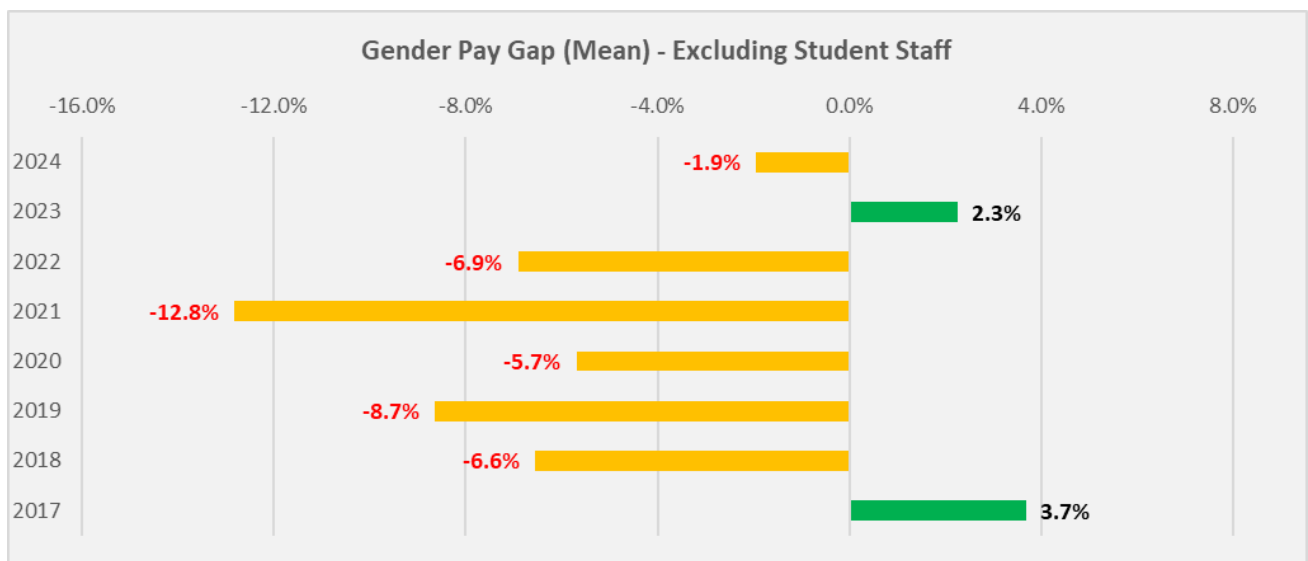
### All ‘Full Pay Relevant Employees’ (Including Student Staff)



	MEAN - Including Student Staff							
	2024	2023	2022	2021	2020	2019	2018	2017
Male Employees	12.09	11.01	10.03	13.39	9.14	9.30	9.15	8.86
Female Employees	11.92	10.62	9.59	13.64	9.12	9.00	8.78	8.51
Mean Gender Pay Gap (£)	0.17	0.39	0.44	-0.25	0.02	0.30	0.37	0.35
Mean Gender Pay Gap (%)	1.4%	3.5%	4.4%	-1.9%	0.2%	3.2%	4.0%	4.0%

- For all ‘full pay relevant’ employees, as at 5<sup>th</sup> April 2024, on average male employees were paid 17p per hour or 1.4% more than female employees. (2023 = male employees paid 39p or 3.5% more).

### ‘Full Pay Relevant Employees’ (Excluding Student Staff)



	MEAN - Excluding Student Staff							
	2024	2023	2022	2021	2020	2019	2018	2017
Male Employees	17.46	16.34	14.62	14.50	14.06	13.64	13.12	13.83
Female Employees	17.80	15.97	15.63	16.36	14.86	14.82	13.98	13.32
Mean Gender Pay Gap (£)	-0.34	0.37	-1.01	-1.86	-0.80	-1.18	-0.86	0.51
Mean Gender Pay Gap (%)	-1.9%	2.3%	-6.9%	-12.8%	-5.7%	-8.7%	-6.6%	3.7%

- For salaried permanent staff only, as at 5<sup>th</sup> April 2024, on average female employees were paid 34p or 1.9% per hour more than male employees (2023 = male employees paid 37p or 2.3% more).

### 3. Guild Gender Pay Gap – Median

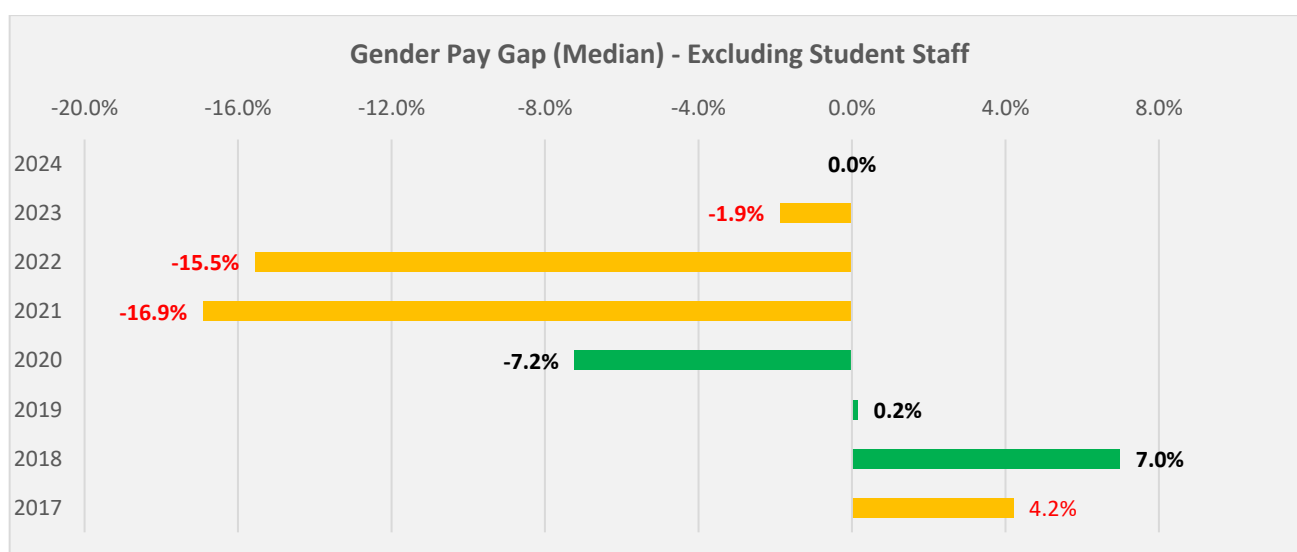
The Guild’s ‘Median Gender Pay Gap’ figures as at 2017-2024 are as follows:

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

	MEDIAN - Including Student Staff							
	2024	2023	2022	2021	2020	2019	2018	2017
Male Employees	10.42	9.18	8.36	11.24	8.10	8.00	7.72	7.35
Female Employees	10.42	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	0.00
Median Gender Pay Gap (%)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

- For all 'full pay relevant' employees as at 5<sup>th</sup> April 2024, 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							
	2024	2023	2022	2021	2020	2019	2018	2017
Male Employees	15.19	13.89	11.77	11.24	11.91	12.80	12.03	11.65
Female Employees	15.19	14.15	13.60	13.14	12.77	12.78	11.19	11.16
Mean Gender Pay Gap (£)	0.00	-0.26	-1.83	-1.90	-0.86	0.02	0.84	0.49
Mean Gender Pay Gap (%)	0.0%	-1.9%	-15.5%	-16.9%	-7.2%	0.2%	7.0%	4.2%

- For relevant permanent staff only, the median hourly rate for both female and male employees is also the same in 2024, and there is no median gender pay gap. This compares to a median pay gap of 26p per hour or 1.9% in favour of female employees in 2023.

#### 4. 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 5<sup>th</sup> April 2024 is as follows:

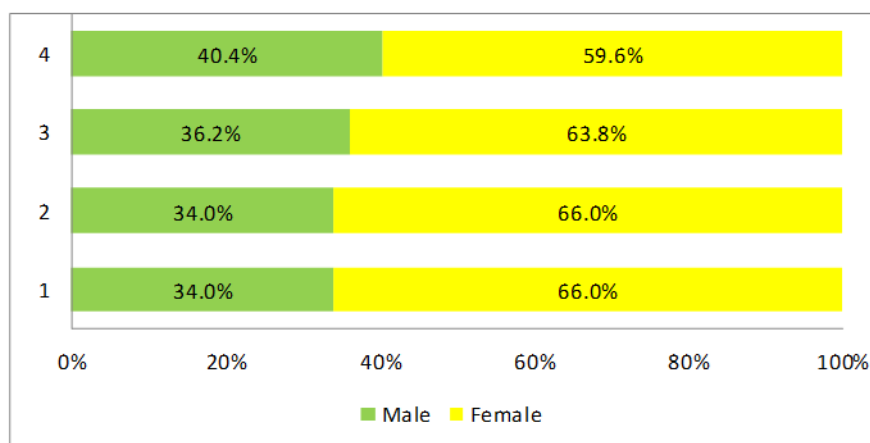
#### Quartile (£ per hour)

£11.12ph - £53.14ph

£10.42ph - £11.12ph

£10.42ph only

£10.42ph only



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

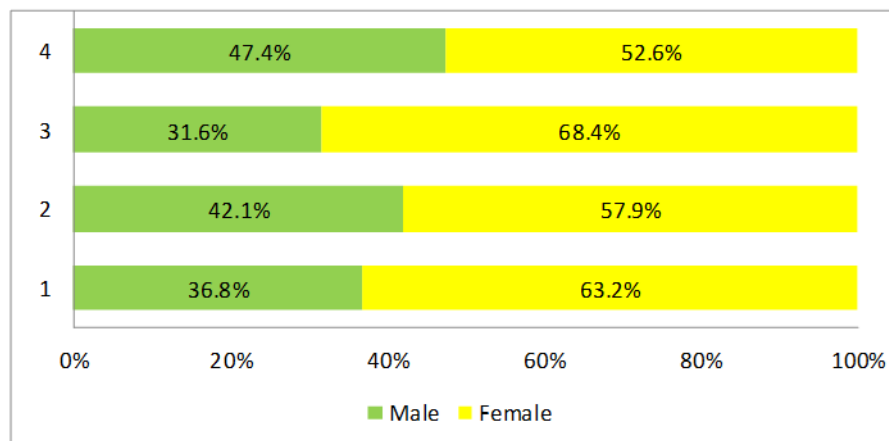
#### Quartile (£ per hour)

£18.04ph - £53.14ph

£14.74ph - £18.04ph

£13.29ph - £14.74ph

£11.34ph - £13.29ph



Quartile data for the periods 2017 – 2023 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/>

## 5. 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.

## 6. Conclusion

As at 5<sup>th</sup> April 2024, the Guild reported a mean gender pay gap of 1.4% in favour of males for 'full pay relevant employees', reducing from 3.5% reported for the previous year. If we consider salaried permanent staff only, the mean gender pay gap of 1.9% in favour of females represents a swing from 2.3% in favour of males, reported for 2023.

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, and for 2024 only, this is also matched 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 64% majority of female employees. The female majority is also reflected within the permanent staff team with 61%. Figures will continue to be monitored on an annual basis.

Jo Thomas  
CEO

14<sup>th</sup> February 2025

## 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	2024	2023	2022	2021	2020	2019	2018	2017
Permanent Staff	80	81	73	70	72	73	76	78
Student Staff	338	311	304	229	366	370	327	347
<b>Total Employees</b>	<b>418</b>	<b>392</b>	<b>377</b>	<b>299</b>	<b>438</b>	<b>443</b>	<b>403</b>	<b>425</b>

Exclusions	2024	2023	2022	2021	2020	2019	2018	2017
Permanent Staff	4	6	9	28	8	5	7	3
Student Staff	38	35	23	212	11	22	28	45
<b>Total Exclusions</b>	<b>42</b>	<b>41</b>	<b>32</b>	<b>240</b>	<b>19</b>	<b>27</b>	<b>35</b>	<b>48</b>

Full Pay' Relevant Employees	2024	2023	2022	2021	2020	2019	2018	2017
Permanent Staff	76	75	64	42	64	68	69	75
Student Staff	300	276	281	17	355	348	299	302
<b>Total Employees in GP Data</b>	<b>376</b>	<b>351</b>	<b>345</b>	<b>59</b>	<b>419</b>	<b>416</b>	<b>368</b>	<b>377</b>

*Total Employees Split:*

Permanent Staff	19.1%	20.7%	19.4%	23.4%	16.4%	16.5%	18.9%	18.4%
Student Staff	80.9%	79.3%	80.6%	76.6%	83.6%	83.5%	81.1%	81.6%

Gender Split - Permanent Staff	2024	2023	2022	2021	2020	2019	2018	2017
Male	38.7%	35.8%	37.1%	37.1%	38.9%	43.8%	43.4%	41.0%
Female	61.3%	64.2%	62.9%	62.9%	61.1%	56.2%	56.6%	59.0%

Gender Split - Student Staff	2024	2023	2022	2021	2020	2019	2018	2017
Male	36.1%	31.8%	29.6%	34.1%	37.4%	30.3%	31.5%	36.9%
Female	63.9%	68.2%	70.4%	65.9%	62.6%	69.7%	68.5%	63.1%

Gender Split - All Staff	2024	2023	2022	2021	2020	2019	2018	2017
Male	36.6%	32.7%	31.0%	34.8%	37.7%	32.5%	33.7%	37.6%
Female	63.4%	67.3%	69.0%	65.2%	62.3%	67.5%	66.3%	62.4%