

London TravelWatch – Gender & Ethnicity Pay Gap Monitoring

Introduction

London TravelWatch aims to be an inclusive and equitable employer. We know that having transparent pay and grading arrangements and a commitment to closing any pay gaps is crucial in achieving this. This is the first report on our gender and ethnicity pay gap data and we will publish the same information annually at the beginning of each financial year from now on. The data for this report is from 1 April 2020.

London TravelWatch has 13 employees (11.45 fte), seven men and six women. Ten staff identify themselves as white British.

Pay and grading

Jobs are graded within London TravelWatch's pay structure of seven pay bands. To provide an objective, consistent and fair framework, we use and apply the analytical Hay Job Evaluation Scheme to determine within which pay band a job should be placed.

Each pay band has five incremental points (apart from band 7 which is used to identify a spot salary for the Director) so staff salaries increase in stages until they reach the top of the pay band. To ensure we don't import any possible previous bias, without exception all new recruits are paid at the lowest incremental point in their first year of employment. This starting salary rate within the band recognises the learning curve within a new role.

Subject to satisfactory work performance individuals move up to the next incremental point on the anniversary of their appointment, and, as they gain skills and experience, progress through the incremental scale by one point from 1 April each year until they reach the top of the band.

The organisation's pay and benefits package is reviewed annually and is broadly equivalent to that agreed for Greater London Authority staff. The annual pay settlement is effective from 1 April of each year.

London TravelWatch does not operate a bonus scheme or offer any other performance related payments. Individuals may be paid a special responsibility allowance, usually equivalent to 5% of their basic salary in circumstances where they are undertaking some work of a higher grade or expected to deputise for their line manager on a regular basis.

Gender and ethnicity pay data

We have followed [government guidelines](#) to calculate our gender and ethnicity pay gaps. As we are such a small organisation, we did not break down pay gap data to produce statistics for different minority groups.

In line with the guidelines we have analysed the data by mean and median for each group.

The mean is the average of the group of numbers, i.e. the sum of the numbers divided by how many there are in the group.

The median is the middle value in a group of sorted numbers. The advantage over the mean is that it is less likely to be skewed by a small proportion of very high or low values and may give a better idea of a 'typical' value.

Gender:

London TravelWatch's mean salary for men is £44,032 and £44,229 for women meaning that the gender pay gap is 0.5% in favour of women.

London TravelWatch's median salary for men is £43,778 and £38,973 for women meaning the gender pay gap is 11.0% in favour of men.

Ethnicity:

London TravelWatch's mean salary for white British staff is £46,126 and £37,449 for other ethnic groups meaning the ethnicity pay gap is 18.8% in favour of white British staff.

London TravelWatch's median salary for white British staff is £44,873 and £36,894 for other ethnic groups meaning the ethnicity pay gap is 17.8% in favour of white British staff.

The first table below shows the proportion of each identified group within each salary quartile (four equal groups, split into 'upper', 'upper middle', 'lower middle' and 'lower').

Proportion of each group in each quartile				
Quartile	Men	Women	White British	Other/BAME
Upper	50%	50%	100%	0%
Upper Middle	83%	17%	83%	17%
Lower Middle	17%	83%	50%	50%
Lower	67%	33%	67%	33%

This second table shows how each group is distributed throughout the quartiles.

Proportion of each group by quartile				
Quartile	Men	Women	White British	Other/BAME
Upper	29%	33%	40%	0%
Upper Middle	36%	8%	25%	17%
Lower Middle	7%	42%	15%	50%
Lower	29%	17%	20%	33%
Total	100%	100%	100%	100%

Just under a quarter of London TravelWatch's staff do not identify themselves as white British and these staff from minority ethnic backgrounds are underrepresented in the upper two pay quartiles resulting in a gender pay gap in favour of white British staff members.

In terms of gender, the gap is much closer but women are also underrepresented in the upper two pay quartiles.

How do we plan to close our gender and ethnicity and pay gaps?

In order to improve the pay gap we will or will continue to:

- look into the implications and practicalities of reviewing the length of our pay bands with a view to shortening the length of time it takes individuals to reach the top when they are fully competent in the role thereby reducing pay gaps solely based on length of service;
- attract as wide a pool of applicants for any vacancy by proactively targeting underrepresented groups in any advertising;
- use gender and ethnically diverse recruitment panels;
- monitor the number of applications and interviews offered to people from marginalised backgrounds for job roles;
- provide staff with diversity and awareness training – a joint venture is planned with our sister organisation Transport Focus later in the year;
- integrate and embed diversity and inclusion principles into our policies and processes;
- ensure all staff have at least one diversity and inclusion objective as part of their annual performance appraisal;
- review job descriptions annually to ensure they remain relevant and up to date and re-evaluate (and potentially re-grade) where necessary;
- explore opportunities and encourage individuals from underrepresented groups to work in other parts of the organisation to gain skills and experience.