

# Achieving Equal Pay in the Workplace

Your Guide to Changing Policy and Practice

## Gender Pay Gaps

Gender pay reporting is a legal requirement for organisations that have over 250 employees. Keep in mind that, under UK law, an organisation is not currently required to address a gender pay gap; they only have to report it.

The following questions have been designed to help you understand how gender discrimination may be shaping pay inequalities even if there is equal pay for work of equal value in the organisation.

☐ If the organisation has over 250 employees, did they submit a gender pay report this year?

Are previous gender pay gap reports available? If so, for how many years? What is the trend in the pay gap, e.g. is it reducing or increasing?

☐ Did the most recent report include an action plan with targets and dates attached?

If the employer has not undertaken a gender pay gap report, why not? Are they willing to do so?

What steps does the organisation take to reduce their gender pay gap if they have identified one?

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☐ Has the organisation ever undertaken an equal pay audit?

Has the organisation ever undertaken an Equality Impact Assessment (EIA)? If so, what was the purpose (e.g. as part of a redundancy consultation) and what were the results? Was the EIA carried out in collaboration with the union/s?

Are there parts of your organisation that are male dominated or female dominated? Are there departments or grades that are dominated by men or women?

How much is the highest paid man paid compared with the highest paid woman? How much is the lowest paid male worker paid compared with the lowest paid woman?

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Is there a difference between who works part time and who works full time? Do more women work part time in a particular department or across the organisation?

What is the average pay across different pay grades of the same work?

**To address more comprehensive or integrated equalities pay gap issues, you can also ask similar questions that look at other areas of inequality, for example:**

- ☐ Does the organisation record ethnicity data for employees?
- ☐ Does the organisation report ethnicity pay data?
- ☐ Does the organisation record disability data for employees?
- ☐ Does the organisation report disability pay data?

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☐ Does the organisation record how gender and ethnicity impact pay grades, contractual arrangements, and working conditions?

☐ Does the organisation record how disability, age, and gender of employees impact pay differentials?

If not, why not?