

London TravelWatch – Gender 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 second report on our gender 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 2021

London TravelWatch has 10 employees (10 fte), five men and five women.

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 pay data

We have followed [government guidelines](#) to calculate our gender pay gaps.

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 £44,235 and for women is £46,450 meaning that the gender pay gap is 5% in favour of women.

London TravelWatch's mean hourly rate for men is £23.63 and for women is £24.79 meaning that the gender pay gap is 5% in favour women. London TravelWatch's median salary for men is £41,669 and for women is also £41,669 meaning there is no gender pay gap.

London TravelWatch's median hourly rate for men is £22.26 and for women is £22.26 meaning that there is no gender pay gap

Proportion of each group in each quartile		
Quartile	Men	Women
Upper	50%	50%
Upper Middle	50%	50%
Lower Middle	50%	50%
Lower	50%	50%

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

Proportion of each group by quartile		
Quartile	Men	Women
Upper	20%	20%
Upper Middle	40%	40%
Lower Middle	20%	20%
Lower	20%	20%
Total	100%	100%

In terms of gender, there is no gap.

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

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

- 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 wherever possible;
- monitor the number of applications and interviews offered to people from marginalised backgrounds for job roles;
- Remove personal details from CVs when shortlisting

- integrate and embed equity, 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.