



HOUSE OF LORDS

Gender Pay Gap  
Report 2018

# Introduction

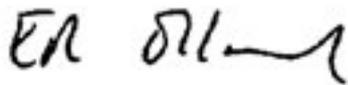
The House of Lords Administration believes that transparent reporting and monitoring is an important step to tackling any inequality which is revealed through examining pay gaps and intends to use this report to strive to eliminate the gender pay gap for its staff.

In our 2017 Gender Pay Gap Report, we reported that the average gender pay gap for our staff outside of the senior grades was less than 1%, but that our overall House of Lords Administration average gender pay gap was 13.7% once the senior grades were included.

In this 2018 Gender Pay Gap Report, we note some small changes to these figures: our average gender pay gap for staff outside of the senior grades has risen slightly to 2.4% and, although the average gender pay gap between men and women within our senior grades has fallen considerably, the distribution between men and women in our senior grades means that our overall House of Lords Administration average gender pay gap has only reduced slightly from 13.7% in 2017 to 13.1% as at 5 April 2018.

We have taken important steps over the last two years in making the Administration a more diverse and inclusive place to work. We were placed at No.23 on the Inclusive Top 50 UK Employers list in 2017 and 2018 and were the first organisation in the UK to achieve the silver status National Inclusion Standard 2018. Our recent staff survey tells us that 75% of respondents believe that the Administration has made progress towards its commitment to being a more diverse and inclusive organisation. I am proud of the progress we have made to date and the part that everyone in the Administration has played in that.

Our new [Inclusion and Diversity Plan for 2019-2021](#) will be the vehicle through which we will continue to seek to make our workplace more inclusive and diverse and the actions set out in that, together with those additional actions in this Report will aim, as a result, to move us towards a position of gender pay parity.



**Ed Ollard**  
**Clerk of the Parliaments**  
**House of Lords Administration**

## Gender pay – overview

In 2017, the Government introduced legislation that makes it statutory for organisations with 250 or more employees to report annually on their gender pay gap. The legislation required relevant organisations to publish their gender pay gap by 30 March 2018 (and then annually) including:

- the mean and median gender gaps in hourly pay
- the mean and median gender gaps in bonus pay
- the proportion of men and women who received bonuses
- the proportion of men and women employees in each pay quartile.

The gender pay gap is the difference in the average pay between all men and women in a workforce. The gender pay gap is different to equal pay. Equal pay deals with the pay differences between men and women who carry out the same jobs, similar jobs or work of equal value. Equal pay was reviewed across the organisation in accordance with guidance issued by the Equality and Human Rights Commission during 2018. No systemic Equal Pay issues were found.

## Our 2018 gender pay gap report

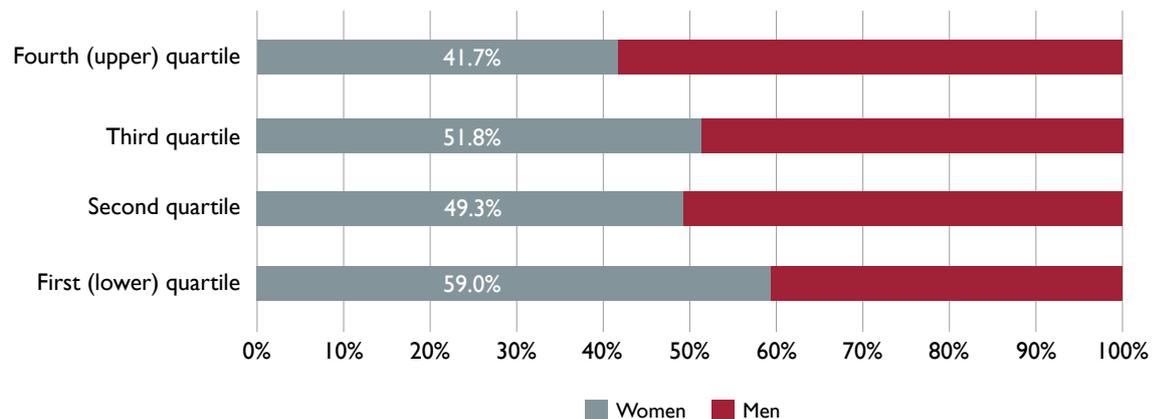
### Our mean and median gender gaps in hourly pay



### Our mean and median gender gaps in bonus pay



### The proportion of men and women employees in each pay quartile



## The main reasons for the gaps

### The pay gap

The House of Lords Administration's average gender pay gap should be placed in the context of our demographics. We employed 557 staff (headcount), of whom 45 were on variable-hours contracts, as at 5 April 2018, the "snapshot date" on which the data below are based.

The table opposite shows the percentage of men and women in each grade.

The size of the average gender pay gap in our HL1-HL9 grades has increased slightly from <1% in 2017 to 2.4% in 2018. This is due to changes that occurred through natural turnover of staff in those grades and the distribution of staff pay throughout the whole pay system, which has seen the average hourly rate for female staff across the Administration remain broadly the same as 2017, while the male average hourly rate has increased.

The overall size of our gender pay gap for the House of Lords Administration as a whole has reduced marginally from 13.7% as at 5 April 2017 to 13.1% as at 5 April 2018. The size of this gap continues to reflect the make-up of the distribution between men and women in our most senior grades (HL9 and SCS). This distribution, compared to that in place as at 5 April 2017, is set out in Table 1 below:

Grade	Women %	Men %
HL1	60.00	40.00
HL2	60.00	40.00
HL3	42.86	57.14
HL4	47.06	52.94
HL5	57.29	42.71
HL6	60.00	40.00
HL7	50.00	50.00
HL8	43.28	56.72
HL9	16.67	83.33
SCS	24.24	75.76
AFS	37.50	62.50
DEFAULT*	59.57	40.43
<b>Grand Total</b>	<b>50.45</b>	<b>49.55</b>

\*Variable hours staff and staff on secondment not paid on House of Lords pay scales

### Distribution of men and women in the HL9 and SCS grades

	HL9 2017	HL9 2018	SCS 2017	SCS 2018
Male	80%	83.33%	78.1%	75.76%
Female	20%	16.67%	21.9%	24.24%

The relative lack of diversity of our senior HL9 and SCS workforce (the size of which is 39 staff as at 5 April 2018) remains the primary cause for the size of the House of Lords Administration average gender pay gap and thus the continued focus of our actions.

### The bonus gap

No performance-related bonuses were paid during 2018. However, a handful of staff (<10) who were at the maximum of their pay scales received a non-consolidated award as part of the 2018 pay award. Such awards fall within the definition of "bonus" for gender pay gap reporting purposes. As the numbers involved are so small, this skews the mean bonus pay gap figure in the way shown.

# Working towards eradicating the gender pay gap

The House of Lords Administration is committed to equality, creating an inclusive culture, and valuing diversity. The House of Lords Administration strives to provide opportunities for all our people and to help them to succeed, regardless of gender or any protected characteristic, by removing barriers to ensure that diverse or under-represented groups have equal opportunities.

We do recognise that progress has been slower in some areas than others – progress towards a more diverse senior leadership cadre being amongst them.

During 2018 we:

- introduced the 'Working Differently' programme. Change managers worked with teams to help them develop ways of working flexibly and raise awareness of different working patterns
- launched our career communities to enable colleagues to gain the breadth of skills and knowledge needed to operate effectively at senior level
- participated in the UK Parliament Gender Sensitive Audit.

We intend to build upon that in 2019 through:

- introducing a 12 month "press pause"<sup>1</sup> pilot for vacancies advertised externally in our HL8 grades and above to enable us to seek to achieve greater diversity of applicants for vacancies
- introducing diversity targets such as seeking a 50/50 application rate between genders and that offers of employment made to female candidates are at least proportional to the applications received
- sourcing a leadership development programme aimed at equipping all current and potential leaders with the skills they need to operate successfully at SCS level in the House of Lords Administration
- introducing practical arrangements to assist colleagues in forming job-share pairings as part of a wider "brokerage" service which will also encompass an active "keeping in touch" network for those colleagues out of the organisation for a period of time
- in tandem with the House of Commons, implementing the relevant recommendations from the Gender Sensitive Parliament Audit.

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<sup>1</sup>This would give the panel which is recruiting the opportunity to pause the recruitment/selection process at certain stages (for example before the longlist/shortlist stages) if it was of the view that the overall pool of applicants was not sufficiently diverse or if the shortlisted applicants did not reflect the diversity of the overall pool of applicants.

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