

Introduction

I am pleased to publish our 2021 gender pay gap report.

This is the fifth year we have published our gender pay results. In this report, we set out the progress we are making to reduce our gender pay gap - the difference in salary between all the men and women in our workforce. Our report is also in line with the recommendations made from the Inclusive Data Taskforce report published in September 2021.

Since we first published the gender pay gap figures in 2017, we have seen a steady reduction in the overall mean gender pay gap, which was accelerated in last year's figures. This year's figures however show an increase in both the mean and, to a greater extent, median gaps. Since the introduction of gender pay gap reporting in 2017, the current figures show a decrease in the mean by 3.4% and the median by nearly 1%.

The key mean and median gender pay gaps for 2021 are listed below:

- Mean gender pay gap is 11.4%
- Median gender pay gap is 15.4%
- Mean bonus gap is now -9.0%
- Median bonus gap is 0.0%

The underlying reason for our overall gender pay gap remains the same: we still have a greater proportion of men than women at senior levels. This year female representation in all grades at SEO and above has increased, but it has increased most strongly at the opposite ends of the salary spectrum. Given that in the Agency there are ten times more women at AA grade as there are at Senior Civil Service grade, the net effect of this is likely to have pulled the female median down relative to the male median since last year. While these trends have been improving over time, it is clear that there is more work for us to do in this area.

We will be undertaking further analysis on the figures in parallel with our work on the upcoming Equal Pay review. This will provide us with a better understanding of the reasons behind these increases, which are out of line with downward trends overall.

The flexible working arrangements we have in place to support people's work-life balance and the various talent and development programmes that are open to colleagues at all grades continue to form part of our response to addressing our gender pay differences.

Transparency around pay allows us to understand in greater detail where the actions we are taking to address gender-based pay differences are having a positive impact and the areas where we need to do more. Over the last 12 months, we have launched initiatives to support females in the workplace. This includes:

- A sponsorship scheme for our most talented females as part of a positive action approach
- Launching Menopause Awareness sessions for managers with more sessions planned
- Contributing a senior female property professional to the Civil Service Role Models guide

- Making significant progress in attracting more women to our surveying roles and comparing very favourably to the wider property industry in terms of representation. Women now comprise:
 - 41% of our Chartered Surveyors compared to 16% across the profession as a whole and 26% for the top 4 firms;
 - 28% of our Specialist Surveyor caseworkers; and
 - 30% of our Technical Leaders
- Publicising sessions on Imposter Syndrome, especially to help female colleagues in traditionally male dominated professions
- Driving forward the rollout of free sanitary products for colleagues in VOA offices
- Raising awareness of harassment support in the workplace. This includes a soon to be launched anonymised sexual harassment reporting tool, whether from within the workforce and from customers/agents/external colleagues
- Raising awareness of domestic abuse, with refreshed intranet pages and signposting of support available

We remain committed to deepening our understanding of why any gender pay gaps exist and taking action to close them. We continue to work in partnership with our colleagues and Trade Unions to tackle the issues arising and to make the Agency a great place to work for everyone.

Jonathan Russell CB

CEO, Valuation Office Agency

Overview

In 2017, the Government introduced world-leading legislation that made it statutory for organisations with 250 or more employees to report annually on their gender pay gap. Government departments are covered by the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 which came into force on 31 March 2017. These regulations underpin the Public Sector Equality Duty and require relevant organisations to publish their gender pay gap by 30 March annually. This includes the mean and median gender pay gaps; the mean and median gender bonus gaps; the proportion of men and women who received bonuses; and the proportions of male and female employees in each pay quartile.

The gender pay gap shows the difference in the average pay between all men and women in a workforce. If a workforce has a particularly high gender pay gap, this can indicate there may be a number of issues to deal with, with lower-level calculations helping identify what those issues are.

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. It is unlawful to pay people differently because they are a man or a woman.

Building a diverse and inclusive workforce that reflects the people we serve is one of the Civil Service's top workforce priorities. Our collective aim is to make the Civil Service the UK's most inclusive employer. Our Diversity and Inclusion Strategy outlines how we plan to achieve this. The Civil Service should create opportunities for all in a truly meritocratic way and reward all civil servants fairly, regardless of gender, ethnicity or any other personal characteristic.

The VOA supports the fair treatment and reward of all staff irrespective of gender.

VOA Gender Pay Gap report 2021

This report gives the gender pay gap data in the VOA as at 31 March 2021.

Our Gender Pay Gap for 2021 is:

- Mean gender pay gap is 11.4% - an increase from 10.0% in 2020
- Median gender pay gap is 15.4% - an increase from 6.6% in 2020
- Mean bonus gap is now -9.0% - having previously been 6.1% in 2020
- Median bonus gap is 0.0% - unchanged since 2020

For salaries we used a snapshot date of 31 March 2021. The relevant pay period was our March payroll.

For bonuses we used the period 1 April 2020 to 31 March 2021: the 12 months before the snapshot date.

The Gender Pay Gap data supplied is correct for all staff in post and on the VOA payroll on 31 March 2021. The results are below at Annex A.

In the VOA, on the 31 March 2021 there were 3,537 staff in post, a decrease of 59 from last year.

Our gender balance has increased in favour of women as follows:

- Women: 1,823 (comprising 51.54% of the Agency having previously been 51.08%), a decrease of 14 women from last year
- Men: 1,714 (comprising 48.46% having previously made up 48.92%), a decrease of 45 men from last year

The VOA follows the standard public sector approach to pay and grading. All posts sit within one of ten levels (grades), and each level has an associated pay range consisting of a minimum and maximum rate. The AA grade consists of a single spot rate. Salaries are paid according to grade and annual pay awards within the grade are paid irrespective of gender. At the date of this report there remain 60 employees who opted to remain on legacy pay bands from previous grading arrangements that applied until July 2013.

Our headquarters are in East London, and we have offices right across the UK. All grades, with the exception of those at SCS2 and SCS3 level within the Senior Civil Service (SCS), have both a London and National pay range. Since the 2020 report our local pay zone, the Intermediate Zone, has been phased out and incorporated into the National Pay Zone at 1 August 2020. Those on Intermediate Pay Zone salaries were previously recorded within the National pay range to ensure anonymity in any case due to the relatively low numbers of employees involved.

For pay purposes we are governed by public sector pay policy, which HM Treasury has overall responsibility for. This defines the overall parameters for civil service pay uplifts each year in the pay guidance, to ensure that civil service pay awards are consistent with the government's overall objectives.

Our 2020 pay award comprised a consolidated award paid to all staff, subject to performance, together with a non-consolidated underpin payment.

- For staff in delegated grades, bonus payments are made in the form of in-year cash bonuses to recognise commendable performance
- For members of the SCS there is also a non-consolidated award linked to exceptional performance against objectives

The value of both consolidated and non-consolidated pay awards are negotiated with our recognised trade unions, and is subject to HM Treasury and Ministerial business case approval. We do not negotiate individual awards, and our pay system takes no account of gender or any other protected characteristic.

Gender Pay Gap data - Base Pay

Our Gender Pay Gap data for 2021 is:

- The mean hourly rate for women is £16.55 (previously £14.43)
- The mean hourly rate for men is £18.68 (previously £16.04)
- The overall mean hourly rate is £17.59 (previously £15.22)
- The mean gender pay gap is 11.4% - an increase from 10.0% in 2020

- The median hourly rate for women is £14.07 (previously £12.93)
- The median hourly rate for men is £16.63 (previously £13.85)
- The overall median hourly rate is £15.77 (previously £13.42)
- The median gender pay gap is 15.4% - an increase from 6.6% in 2020

The distribution of our workforce drives our mean and median figures: whilst we have a very diverse workforce we do still have a higher proportion of our female workforce in the lower pay grades. The gender mix of our Executive Committee on 31 March 2021 was four men and five women (including two women job sharing one Executive Committee post).

As can be seen at Annex A, female representation increased most strongly at the opposite ends of the salary spectrum: AAs and SCSs. However, as there were 12 times more women at AA grade as there are women at Senior Civil Service (SCS) grade in March 2020, and still ten times as many in March 2021, the net effect was likely to pull the female median down relative to the male median since last year.

We analysed our gender pay gap results in more depth and found the pattern of gender pay difference is markedly different when considered by geographical area (National and London pay areas - Annex C) and by each individual grade (Annex D).

Our recruitment and promotion policies are based on fair and open competition.

We are committed to offering roles on flexible working patterns, including a range of options such as part-time working, alternative working hours, and enhanced shared parental leave. This includes job-share up to and including posts at Senior Civil Service level. Pay elements used in the calculation include allowances. Voluntary salary sacrifice for childcare vouchers and cycle to work schemes are excluded.

Bonus (Non-consolidated) payments

Our mean bonus gap is now -9.0 % (previously 6.1%).

The 2020/21 performance year represents the fifth year of our fully in-year cash bonus scheme. As part of a multi-year, flexible case pay deal commencing in August 2019, we

converted a proportion of the bonus pay pot into consolidated pay. This allowed us to maximise progression and address recruitment and retention issues. This year we have replaced the previous bonus award scheme with a scheme based on smaller value awards using vouchers. We continue to monitor the gender impact of this new scheme.

Actions

VOA supports the fair treatment and reward of all staff irrespective of gender. We have pay and conditions of employment that do not discriminate unlawfully and are free from bias by ensuring that equal pay is in place for like-for-like work, work rated as equivalent and work of equal value. We use a job evaluation system to assess the relative value of jobs across the organisation, and this provides evidence in support of the allocation of jobs within our grading structure.

ACTIONS

- **Recruitment**

Civil Service Resourcing have direct responsibility for recruiting all VOA employees. The aim of the vacancy filling is to find the best available people for our jobs, applying the fundamental principle of selection for appointment on merit, through fair and open competition.

- **Talent and development**

We recognise our people don't all want the same things from their careers. We aim to provide everyone with opportunities to be the best they can be and to progress, whether to more senior roles, or other roles in the Agency or the civil service.

Summer 2021 saw more in-depth conversations with SEO colleagues about their career aspirations, including discussing their strengths and development needs.

We continue to encourage colleagues to benefit from the variety of programmes we have across the department such as Future Leaders Scheme, Leap, Embrace, Ascend and Fast Stream.

We have also promoted surveying as a career for women, working with the Royal Institution of Chartered Surveyors (RICS) and the Deputy Head of Surveying Profession to increase the percentage of women in surveying roles. While there is still more work to do, particularly in technical leadership roles, we compare very favourably to the wider property industry in terms of representation. Our data for September 2021 showed that women now comprise:

- 41% of our Chartered Surveyors, compared to 16% across the profession as a whole and 26% for the top 4 firms;
- 28% of our Specialist Surveyor caseworkers; and
- 30% of our Technical Leaders.

- **Mentoring Schemes**

In September 2020 the VOA Mentoring Scheme was launched. This has allowed colleagues to discuss many different aspects of their work life, including helping them to think about their career and personal development.

The VOA/HMRC STRIDE Mentoring Scheme (supporting social mobility) and the Civil Service Disability Mentoring Programme (supporting disabled colleagues) have also been promoted along with other Civil Service mentoring schemes.

- **Flexible working**

As part of our Transformation programme, we will continue to support people who wish to work more flexibly, across all grades. Most roles are available as job-share, reduced hours, or flexible working patterns.

Hybrid Working has also been introduced.

- **Leave**

In 2021 the VOA's Paternity Leave offer was increase from two weeks to four weeks, enabling colleagues to increase their time at home with their children.

- **Diversity Group**

The VOA's Gender Group supports colleagues and drives action across the Agency. The group provides a space where members can reflect, raise any issues and discuss concerns. These invaluable insights then directly inform the work of the volunteers, including improving support for all people.

The Gender Group also work with the VOA's People Group, other Diversity and Inclusion Groups and network across the Civil Service to link into wider civil service work. This is with the aim of understanding the challenges colleagues may face in relation to gender and intersectional issues, in order to provide or signpost the appropriate support.

This includes raising awareness with managers and colleagues about the impact that the menopause can have through menopause support guidance and workshops.

- **Bonus (Non-consolidated) payments**

Until September 2020 we ran a bonus award scheme based on two levels of awards. This scheme was monitored including having an assurance panel that analysed the distribution of non-consolidated payments in-year to address issues identified. From November 2020 we introduced a new voucher based system with awards at £20. We have been regularly monitoring distribution of the awards to address any issues identified. The first full year under the new scheme will be reflected in the 2022 Gender Pay Gap report.

- **Equal Pay Audit**

We published our most recent equal pay audit in 2020. The audit compared pay across multiple protected characteristics, within roles of the same grade and found no significant pay differences. The next Equal Pay Audit will be undertaken shortly and will look at data following the 2021 Pay Award.

- **Wellbeing**

Raising awareness of work-life balance and caring responsibilities, regardless of gender identity. We want to foster an environment where we can talk openly about health concerns, providing support to our colleagues and managers.

Calculations

Our calculations followed the legislative requirements, and we confirm the data reported is accurate. All staff who were deemed to be full paid relevant employees (as defined by the Gender Pay Gap reporting provisions) were included.

Annex A - Workforce demographics 2021

Women have a disproportionately higher representation in more junior grades AA to EO, where 59.90% are women. This is an increase of 0.81% from last year.

In more senior grades men have a disproportionately higher representation but this is decreasing over time as more women succeed in gaining positions in senior grades. This year has seen increases in female representation in all grades at SEO and above.

VOA Data

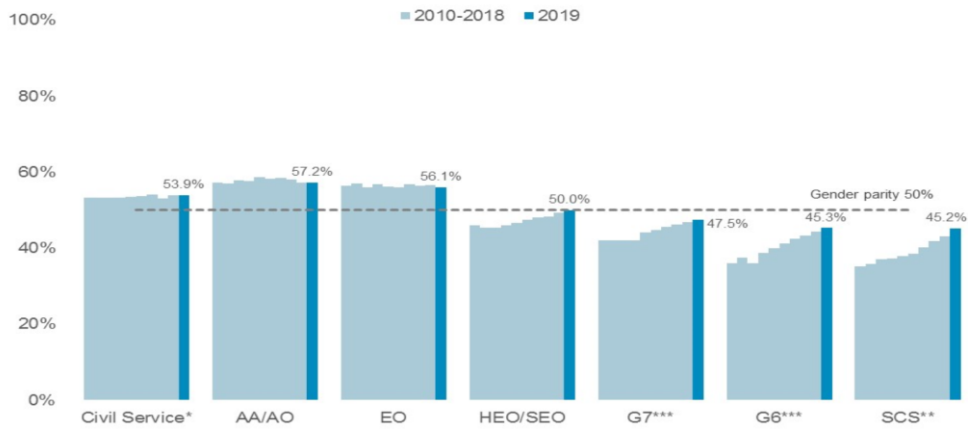
Grades	Males	Females	Total	% Female within Grade			Total as % of Agency
				2019/2020	2020/2021	Difference	
AA & AO & EO	723	1080	1803	59.09%	59.90%	0.81%	50.98%
HEO and above	991	743	1734	42.36%	42.85%	0.49%	49.02%

Grades	Males	Females	Total	% Female within Grade		
				2019/2020	2020/2021	Difference
AA	54	92	146	58.68%	63.01%	4.33%
AO	245	454	699	65.85%	64.95%	-0.90%
EO	424	534	958	55.14%	55.74%	0.60%
HEO	369	296	665	45.64%	44.51%	-1.13%
SEO	361	290	651	43.13%	44.55%	1.42%
Grade 7	203	126	329	36.39%	38.30%	1.91%
Grade 6	46	22	68	31.34%	32.35%	1.01%
SCS	12	9	21	38.10%	42.86%	4.76%
Total	1714	1823	3537	51.08%	51.54%	0.46%

Note: positive figures shown in the difference column indicate increased representation within that grade/overall

Civil Service Data

Representation of women by grade, 2010-2019



Overall, 53.9% of the Civil Service are women in 2019. Current figures have yet to be published. While the over-representation of women at grades EO and below has remained largely static over time, there is a distinct increase in the representation of women at HEO and above over time. The VOA matches these general trends.

Annex B - 2021 VOA overall Gender Pay Gap results

		2019/2020	2020/2021	Difference
1. Mean gender pay gap		10.0%	11.4%	1.4%
2. Median gender pay gap		6.6%	15.4%	8.8%
3. Mean Bonus pay		6.1%	-9.0%	-15.1%
4. Median Bonus pay		0.0%	0.0%	0.0%
5. Bonus Proportions	Male	56.5%	61.1%	4.6%
	Female	53.3%	63.5%	10.2%

6. Proportion of male and female employees in each quartile.

Quartile	2019/2020		2020/2021		Difference	
	Female %	Male %	Female %	Male %	Female %	Male %
1	59.1%	40.9%	60.8%	39.2%	1.7%	-1.7%
2	55.5%	44.5%	54.6%	45.4%	-0.9%	0.9%
3	48.6%	51.4%	49.9%	50.1%	1.3%	-1.3%
4	39.8%	60.2%	39.1%	60.9%	-0.7%	0.7%

Total Staff	2019/2020	2020/2021	Difference
Female	1837	1823	-14
Male	1759	1714	-45
Total	3596	3537	-59

Figures since the introduction of Gender Pay Gap reporting

	2016/17	2017/18	2018/19	2019/20	2020/21	Difference Since	
						2019/20	2016/17
1. Mean gender pay gap	14.8%	13.7%	12.6%	10.0%	11.4%	1.4%	-3.4%
2. Median gender pay gap	16.3%	15.1%	14.0%	6.6%	15.4%	8.8%	-0.9%
3. Mean Bonus pay	-2.9%	4.8%	-0.9%	6.1%	-9.0%	-15.1%	-6.1%
4. Median Bonus pay	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Note:

- Bonus proportions are expressed as the % of total men/women receiving a bonus that year
- Where pay gap figures are shown, a *positive* figure denotes the % amount that women's mean or median hourly salary is lower than men.
- A negative figure denotes instances where the mean or median hourly salary for women is higher than for men.
- The ideal position is therefore 0.00%.

Annex C - 2021 Gender Pay Gap results by location

	2019/2020		2020/2021		Difference		
	London	National	London	National	London	National	
1. Mean gender pay gap	8.9%	9.6%	9.8%	10.9%	0.9%	1.3%	
2. Median gender pay gap	10.6%	9.9%	9.7%	16.4%	-0.9%	6.5%	
3. Mean Bonus pay	12.6%	4.6%	8.4%	-14.1%	-4.2%	-18.7%	
4. Median Bonus pay	0.0%	0.0%	50.0%	0.0%	50.0%	0.0%	
5. Bonus Proportions	Male	51.0%	57.8%	56.9%	62.1%	6.0%	4.3%
	Female	52.4%	53.5%	64.0%	63.4%	11.6%	9.9%

Note:

- Bonus proportions are expressed as the % of total men/women receiving a bonus that year
- Where pay gap figures are shown, a *positive* figure denotes the % amount that women's mean or median hourly salary is lower than men.
- A negative figure denotes instances where the mean or median hourly salary for women is higher than for men.
- The ideal position is therefore 0.00%.

Annex D - 2021 VOA Gender Pay Gap results by grade

	% - AA	% - AO	% - O	% - HO	% - SO	% - G7	% - G6	% - SCS								
1. Mean gender pay gap - Ordinary pay	0.4%	-0.9%	-1.2%	1.6%	2.0%	1.1%	0.9%	2.6%								
2. Median gender pay gap - Ordinary pay	0.0%	0.0%	0.0%	1.1%	2.9%	1.3%	1.4%	9.0%								
3. Mean gender pay gap - Bonus pay in the 12 months ending 31 March	-2.1%	4.2%	-11.9%	-10.6%	-6.1%	-16.3%	-199.4%	0.0%								
4. Median gender pay gap - Bonus pay in the 12 months ending 31 March	42.9%	0.0%	0.0%	0.0%	0.0%	0.0%	-400.0%	0.0%								
5. The proportion of male and female employees paid a bonus in the 12 months ending 31 March:	Male	48.1%	46.5%	57.8%	66.4%	74.2%	62.6%	50.0%	0.0%							
	Female	57.6%	41.2%	72.3%	69.6%	77.9%	69.8%	50.0%	0.0%							
6. Proportion of male and female employees in each quartile.																
Quartile	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %
First (lower) quartile	60.6%	39.4%	63.7%	36.3%	48.2%	51.8%	47.0%	53.0%	58.1%	41.9%	47.4%	52.6%	50.0%	50.0%	100.0%	0.0%
Second quartile	60.6%	39.4%	62.4%	37.6%	58.5%	41.5%	48.7%	51.3%	43.2%	56.8%	36.8%	63.2%	25.0%	75.0%	0.0%	100.0%
Third quartile	60.6%	39.4%	63.7%	36.3%	56.6%	43.4%	46.4%	53.6%	36.5%	63.5%	31.6%	68.4%	37.5%	62.5%	20.0%	80.0%
Fourth (upper) quartile	60.6%	39.4%	67.5%	32.5%	56.0%	44.0%	36.4%	63.6%	40.8%	59.2%	37.3%	62.7%	26.7%	73.3%	60.0%	40.0%

Total Staff	AA	AO	O	HO	SO	G7	G6	SCS
Female	92	454	534	296	290	126	22	9
Male	54	245	424	369	361	203	46	12
Total	146	699	958	665	651	329	68	21

Note: With reference to mean and median gender pay gap for G6 bonuses, a small number of larger increases for female Grade 6 employees resulted in the large gap in favour of women at this grade. The median figure for women was £100 while the median male bonus at Grade 6 was £20.