



12th March 2018

Sent by email to

Dear

Freedom of Information Act 2000 - Request for Information

I am writing in respect of your enquiry dated 15th February 2018 for information held by the Council. Your enquiry is being dealt with under the Freedom of Information Act 2000 (the FOI Act).

1. You requested information relating to:
Please provide figures for full-time equivalent annual basic salaries in response to the questions below:

- a) Please disclose the mean earnings for male employees and the mean earnings for female employees for the most recent year for which you have figures and please state the dates to which it refers;
- b) Please disclose the median earnings for male employees and the median earnings for female employees for the most recent year for which you have figures and please state the dates to which it refers;
- c) Please disclose the number of male employees by quartile salary bands and the number of female employees by quartile salary bands.
- d) If within the limits allowable under the FOIA, please also provide the respective figures for questions 1-3 for the preceding 12 month period, and state the end date.

2. The following information is released in response to your enquiry. The information relates to the snapshot date of 31st March 2017:

- a) Please disclose the mean earnings for male employees and the mean earnings for female employees for the most recent year for which you have figures and please state the dates to which it refers;

Mean earnings for male employees expressed as full time equivalent annual basic salary – £34,883

Mean earnings for female employees expressed as full time equivalent annual basic salary – £26,799



b) Please disclose the median earnings for male employees and the median earnings for female employees for the most recent year for which you have figures and please state the dates to which it refers;

Median earnings for male employees expressed as full time equivalent annual basic salary – £32,278

Median earnings for female employees expressed as full time equivalent annual basic salary – £23,287

c) Please disclose the number of male employees by quartile salary bands and the number of female employees by quartile salary bands.

	Number of Males	Number of Females	Total
Upper Quartile	51	28	79
Upper Middle Quartile	31	49	80
Lower Middle Quartile	18	62	80
Lower Quartile	14	66	80

d) If within the limits allowable under the FOIA, please also provide the respective figures for questions 1-3 for the preceding 12 month period, and state the end date.

From our preliminary assessment, it is clear that we will not be able to answer this part of your request without further clarification.

1. Section 12(1) allows the Council to refuse to deal with a request where it estimates that it would exceed the limit of £450 to either comply with the request in its entirety, or confirm or deny whether the requested information is held. The estimate must be reasonable in the circumstances of the case.
2. The Council can charge a maximum of £25 per hour to undertake work to comply with a request. This provides an effective time limit of 18 hours.
3. In order to provide you with the information on the scale that you have requested would require the manual extraction and cleansing of previous



payroll data to ensure the correct payroll elements were used in calculations and manually processing the requested calculations.

4. The Council has estimated a cost of £550 to determine the appropriate material and locate, retrieve and extract the information. Therefore, as complying with your request would exceed 18 hours, or £450, section 12(1) provides that the Council may refuse your request.
6. If you are dissatisfied with the handling of your request, you have the right to ask for an internal review, addressed to Marie Kelly-Stone Head of Legal Services marie.kelly-stone@dartford.gov.uk

Please remember to quote the reference number above in any future communications.

7. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

I would be grateful if you would address any future correspondence you may have in relation to this matter, to me, quoting the reference number FOI 1106. Please familiarise yourself with the informative on the re-use of information,

Yours sincerely

A handwritten signature in black ink that reads 'P. Curtis'.

Philippa Curtis
HR Business Advisor



INFORMATIVE

RE-USE OF INFORMATION (through Non-Commercial Government Licence) - Terms and Conditions and Copyright, Designs and Patents Act 1988 (as amended) and Re-Use of Public Sector Information Regulations 2005

Documents where the intellectual property rights are held by The Dartford Borough Council

For documents where the intellectual property rights (including but not limited to copyright) are held by The Dartford Borough Council, you are free to re-use any of the documents supplied in any format or medium for the following purposes: for personal use including non-commercial research purposes, private study, internal circulation within your organisation or for the purposes of news reporting. However this is subject to the information contained within the documents being used accurately and not in a misleading context. You should also identify The Dartford Borough Council as the source of the information.

If you would like to re-use our documents for other purposes e.g. publishing them or using them commercially, then you will need to ask for our consent. You can make a formal application for re-use by writing to or emailing:

The Freedom of Information Officer
Dartford Borough Council
Civic Centre
Home Gardens
Dartford
Kent DA1 1DR
DX: 142726 DARTFORD 7
Email: foi@dartford.gov.uk

Full guidance on how to make an application to re-use our information can be found in our Re-Use Policy at www.dartford.gov.uk

Documents where the intellectual property rights are held by a Third Party

For documents where an organisation or person other than The Dartford Borough Council holds the intellectual property rights, you will need to apply direct to the intellectual right property holder for consent to reuse the documents. Where possible, we can help you identify the intellectual property right holder and their contact details.

Compliance with intellectual property right legislation is solely your responsibility and Dartford Borough Council accepts no liability for infringement of any intellectual property rights, including but not limited to copyright.

Equality and Diversity

Dartford Borough Council aims to eliminate discrimination in respect of age, disability, gender assignment, marriage and civil partnership, race, religion or belief, sex and sexual orientation and will ensure that its services are free from bias or discrimination and that all those involved in the licence application process are treated fairly and with respect and the process will be conducted in a manner appropriate to the individual, whatever their background.

Additional Help

If you need additional support, please let us know as soon as possible. If you have difficulty reading this Licence, we can make reasonable adjustments to assist you, in line with the requirements of the Equality Act 2010. We can also help if English is not your first language. Please contact our Customer Services on 01322 343434 or email customer.services@dartford.gov.uk. We welcome calls via [Typetalk](#)