

Employee Communication: Gender Pay Gap Reporting

We are an employer required by law to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

This involves carrying out six calculations that show the difference between the average earnings of men and women in our organisation; it will not involve publishing individual employee's data.

We are calculating the:

- mean and median gender pay gap
- mean and median bonus pay gap
- proportion of females receiving a bonus
- proportion of males and females in each quartile

We are required to publish the results on our own website and a government website. We will do this within one calendar year of April 5th 2019.

We can use these results to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels
- how effectively talent is being maximised and rewarded

The challenge in our organisation and across Great Britain is to eliminate any gender pay gap.

Understanding the Report:

Mean: add all the values in the section and divide by the number of entries.

Median: listing the numbers in order, and finding the middle number (i.e. in a table of 21 entries the value of entry 11 is the mid-point).

The Gender Pay Gap legislation requires us to gather the payroll and bonus information on the snapshot date and then break into four segments called **Quartiles** – Lower, Lower Middle, Upper Middle and Upper.

Proportion of males and females in each quartile:

The below chart shows how many females compared to males are in each quartile. The manufacturing industry is inherently male dominated but we are starting to see females promoted into senior roles.

	% F	% M
LQ	16%	84%
LMQ	17%	83%
UMQ	17%	83%
UQ	16%	84%
Total	16%	84%

Mean and Median Gender Pay Gap:

This calculation looks at the total pay (basic plus bonus). This shows that female employees earn on average 5% less than men. The Office for National Statistics stated that there was 8.6% national average pay gap in 2018. The goal would be to have 0% difference across all quartiles.

This calculation can be misleading and should not be looked at as equal pay. We have a grading structure which allows for all staff to be paid equally for the role regardless of sex. The statistics are balanced on the number of females and males in each section.

Analysing the information across the Greencroft Bottling quartiles, the percentages vary significantly. In the lower quartile for men, is the recent recruitment of apprentices across the business. Apprentices are generally paid a lower wage and don't receive Profit Share Payments until they finish their training and receive a permanent contract. This is in contrast to the upper quartile where women are paid 17.2 % less than men. This is reflective of the number of women in senior positions such as team leaders, assistant managers and senior managers.

Total = Basic Pay + Bonus

	Mean	Median
F	£10.77	£10.23
M	£11.38	£10.65
	5.4%	3.9%

	Mean			Median		
	F	M	%	F	M	%
LQ	£9.20	£8.65	-6.4	£9.29	£9.20	-1.0
LMQ	£9.76	£9.95	1.9	£9.67	£9.67	0.0
UMQ	£11.09	£11.23	1.2	£11.23	£11.30	0.6
UQ	£13.11	£15.72	16.6	£12.62	£14.66	13.9

Basic Pay

	Mean	Median
F	£10.58	£10.02
M	£11.16	£10.44
	5.2%	4.0%

	Mean			Median		
	F	M	%	F	M	%
LQ	£9.08	£8.55	-6.2	£9.29	£9.20	-1.0
LMQ	£9.58	£9.74	1.6	£9.46	£9.46	0.0
UMQ	£10.87	£11.04	1.5	£10.89	£11.14	2.2
UQ	£12.85	£15.33	16.2	£12.44	£14.47	14.0

Bonus

	Mean	Median
F	£0.20	£0.21
M	£0.22	£0.21
	9.1%	0.0%

	Mean			Median		
	F	M	%	F	M	%
LQ	£0.07	£0.06	-16.7	£0.00	£0.00	0.0
LMQ	£0.20	£0.20	0.0	£0.19	£0.21	9.5
UMQ	£0.21	£0.21	0.0	£0.21	£0.21	0.0
UQ	£0.32	£0.41	22.0	£0.25	£0.21	-19.0

In addition to this, 14 % of females were not paid Profit Share Payments compared to 16% of males. Profit Share Payment is not paid where employees have not accrued full service in the qualifying period or have received a disciplinary penalty.

Greencroft Bottling Co. Ltd. believes that candidates gain employment provided they meet the minimum standards (i.e. skills, qualifications and experience), regardless of their gender. Taking the recent bout of interviews for apprentices as an example, 3 of the 4 candidates for admin roles were female, and all of the candidates for the warehouse role were male.

We will continue to ensure our advertisement and recruitment practices do not discriminate candidates based on gender, or any of the protected characteristics outlined in the Equality Act 2010.

Additionally, we will look to encourage development training so that any employee is suitably skilled and qualified to be promoted as and when opportunities arise.

If you would like more information on these calculations, then please contact Stephanie Hodgson, HR Manager by email at hr@greencroftbottling.co.uk.