

PSS Gender Pay Gap Report

March 2019



Here at PSS, our team is so important. Without everyone working together doing the best they can, we'd never be able to provide the outstanding quality of services we want to provide. We want everyone who works for us to love their job and enjoy coming to work, so we're doing all we can to make sure everyone is valued.

We're pretty proud of our inclusive culture around here. We embrace our differences, knowing that they make us stronger and reflect the needs of the people who use our services.

On top of this, we're totally committed to promoting diversity and gender equality. We offer all of our people - no matter which gender they identify with - the same growth and development opportunities within a positive, open and inclusive setting.



Introduction

The gender pay gap shows the difference in average pay between women and men, regardless of their role.

Under government requirements - Equality Act 2010 (Gender Pay Gap Information Regulations 2017) - UK employers with 250+ employees have to report their gender pay gap.

This involves carrying out six calculations that show the difference between the average (mean and median) earnings of men and women across the organisation:

- Mean gender pay gap in hourly paid
- Median gender pay gap in hourly paid
- Mean bonus gender pay gap
- Median bonus gender pay gap
- Proportion of males and females receiving a bonus payment
- Proportion of males and females in each pay quartile

The 'median' is simply the mid-point in the figures, i.e. what is typical, and not affected by high or low pay rates. The 'mean' is the straight-forward average.

We're also reporting the pay information gender split by quartiles. We've done this by ranking the highest paid staff member to the lowest and splitting into for groups ranging from highest to lowest split by gender.

At PSS we are required to publish the results on our website and a government website. This will take place within one calendar year of 5 April 2018.



The results of these calculations enable PSS to assess:

- the levels of gender equality in the workplace; and
- the balance of male and female employees at different levels.

Notes on calculations

These calculations are based on all PSS's full-pay relevant employees, which includes all staff with a permanent contract, temporary contract or variable permanent hours contract.

Full-pay relevant employees are those who were employed on the snapshot date (5 April 2018) and have been paid their usual full basic pay during the relevant pay period. The relevant pay period for permanent contracted staff is the April pay period, between 1 April 2018 and 30 April 2018.

The relevant pay period for all other staff is three months prior to the snapshot date (between 1 February 2018 and 30 April 2018). This period has been chosen as casual work is sporadic and we therefore feel that the three-month period to the snapshot date better reflects a figure for average pay.

Key metrics

PSS has a strong female representation. On the snapshot date (5 April 2018) PSS employed 300 staff: 80 male employees and 220 female employees.

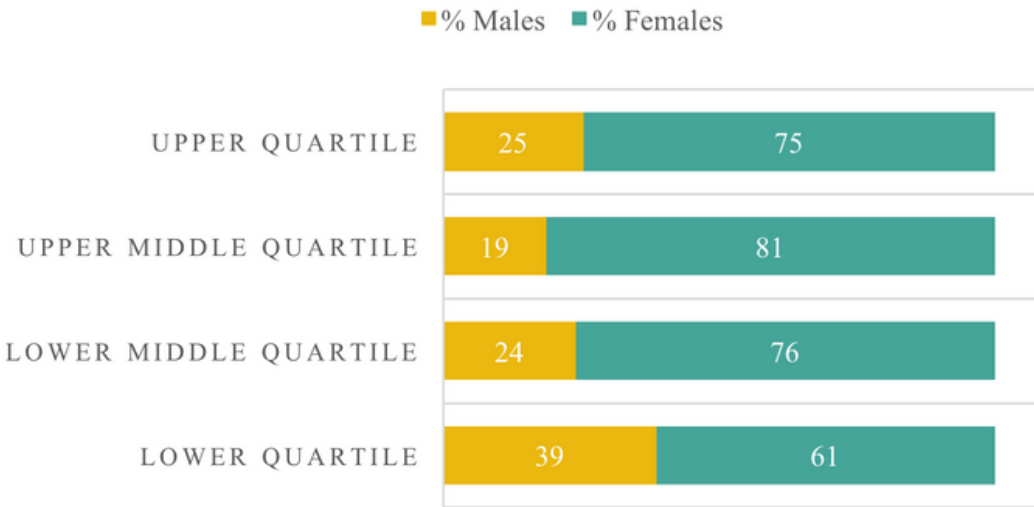
You will see from the table below that our gender pay gap by mean average is 4% in favour of women, and by median is 12% in favour of women. This is because more woman are in the higher-paid roles. PSS operates a fixed-point pay scale which means that pay is purely based on role, and each role is paid at single rate, regardless of gender.

Hourly rates by gender	Male	Female	Gender pay gap
Mean	£10.29	£10.70	-4%
Median	£8.55	£9.57	- 12%

On the snapshot date, our overall staff were 73% female and 27% male - which is much the same as the previous year. This split, however, is typical in the care sector.

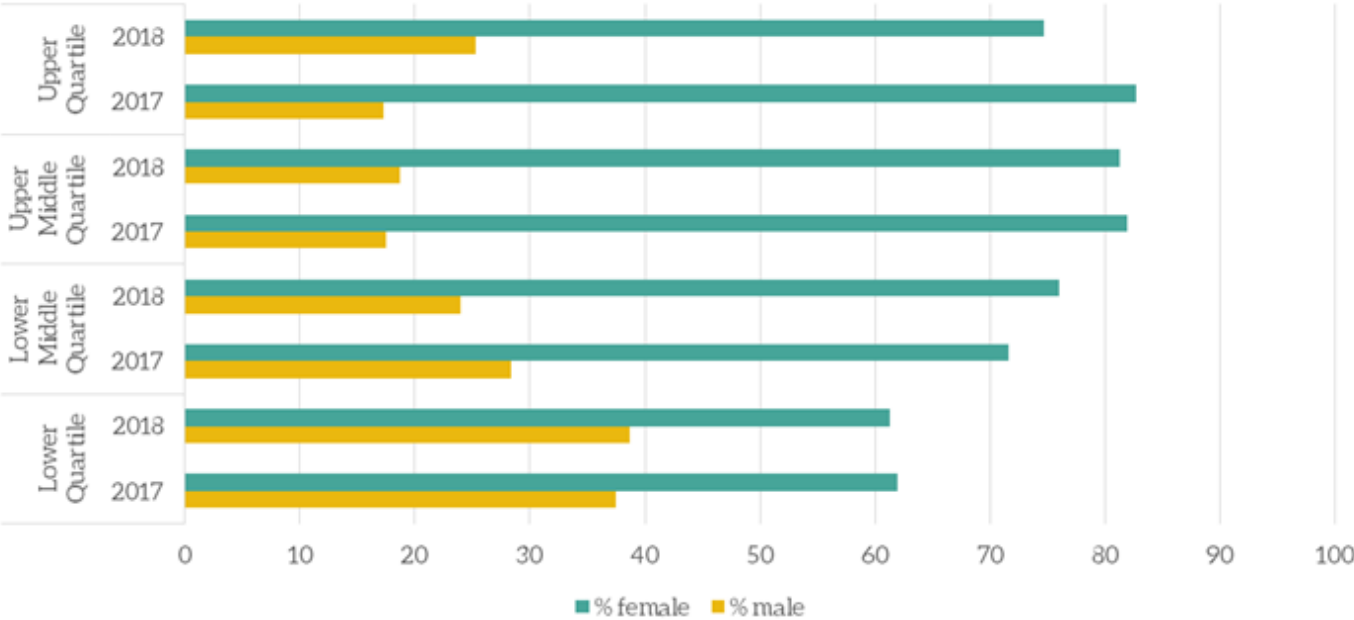
Pay quartile information

PAY QUARTILES



The information shows that our PSS workforce is heavily dominated by female workers across all four quartiles.

Pay Quartiles vs Prior Year





We're committed to exploring ways that encourage male employees, where appropriate, especially in the interests of making sure the people who use our services have a choice between being supported by male or female staff. This is shown by a positive shift for male staff moving to within the upper quartile, this rising in 2018 from 17% to 25%.

Female staff represent 75% of the upper pay quartile. This reflects the fact that 11 of the 13 members of our senior management team and leadership team are women.

Bonus payments

No bonus payments were made to relevant employees during the relevant bonus period.

Summary

The metrics presented within PSS's Gender Pay Gap Report are positive. The data reflects that there are no differences in pay rates for different genders occupying equivalent roles and we are committed to ensuring that our people are rewarded fairly for their contributions, regardless of their gender.

Other measures undertaken by PSS to ensure employees are treated fairly include:

- a wide range of flexible working options to enable employees to effectively manage their work/life balance. These options include part-time working, occasional home working and a flexi-time scheme. Many of our employees choose these options;
- a Recruitment and Selection Policy that ensures recruiting managers appoint people to roles based on merit and regardless of age, race, gender, marital status, sexual orientation, disability or religion and belief;
- operating a fixed-point pay scale per role regardless of age, race, gender, marital status, sexual orientation, disability or religion and belief; and
- providing sick, holiday, paternity, maternity, adoption and pension contributions that exceed statutory requirements.

We are committed to monitoring the gender pay gap annually.



Statement of accuracy

I hereby confirm that the information provided in this report to be accurate.

A handwritten signature in black ink, appearing to read 'Lesley Dixon', is positioned to the left of the printed name.

Lesley Dixon
Chief executive,
PSS (UK) Ltd