

PSS Gender Pay Gap Report

April 2021



At PSS, we're focused on delivering an outstanding service, and are always looking to find ways to meet needs that have previously been unmet. On our journey we recognise the importance of our staff and being a place where people love to work is a must. We pride ourselves on promoting a diverse and inclusive culture. We embrace our differences, knowing that they make us stronger and reflect the needs of the people who use our services.

We are totally committed to promoting diversity and gender equality. We offer all of our people 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 woman 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 so not affected by high or low pay rates. The mean is what you would be familiar with as the straight forward average.

We are also reporting the pay information gender split by quartiles. This has been completed 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 the business website and a government website. This will take place within one calendar year of 5 April 2020.



The results of these calculations enable PSS to assess:

- the levels of gender equality in the workplace
- 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 2020) 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 2020 and 30 April 2020. The relevant pay period for all other staff is the three month prior to the snapshot date, (between 1 February 2020 and 30 April 2020). This period has been chosen as casual work is sporadic and we therefore feel that the three months 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 2020) PSS employed 311 staff, 76 male employees and 235 female employees.

You will see from the table below that our gender pay gap by mean average is 6% in favour of women, and by median is 4% in favour of women which is due to more woman being in the higher paid roles within PSS. 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.

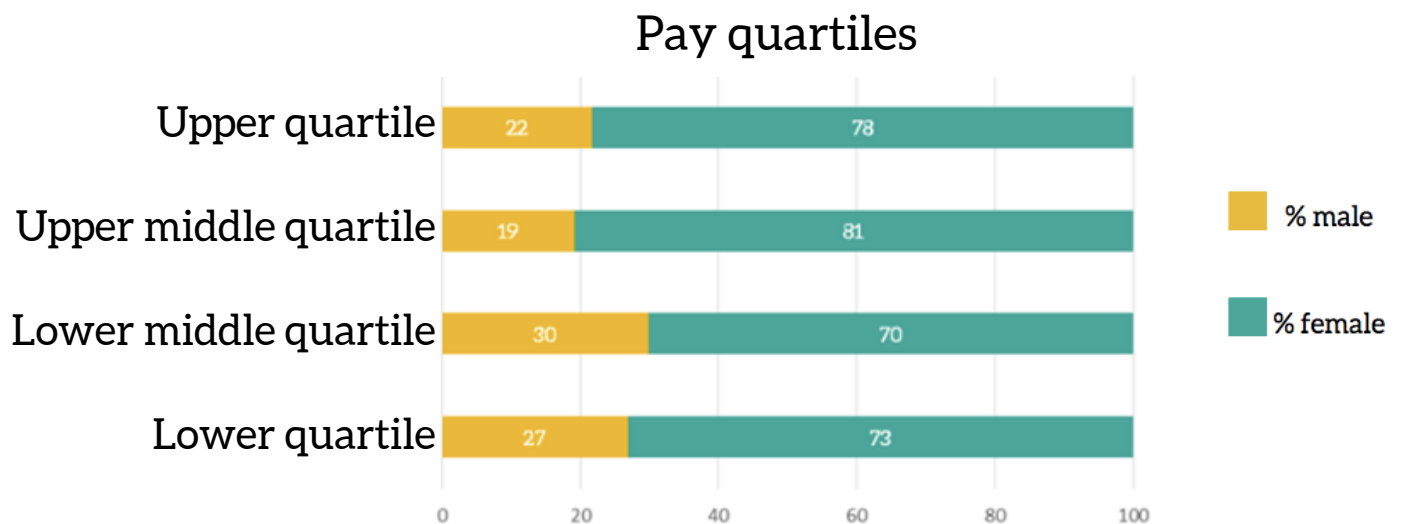
Hourly Rates by Gender	Male	Female	Gender Pay Gap
Mean	£10.54	£11.13	-6%
Median	£8.79	£9.17	-4%

Overall PSS staff by gender at the snapshot date was 75.6% female and 24.5% male which is on par with the previous year. While obviously we have a fairly high proportion of female staff, this is not uncommon for either a charitable entity, particularly for a charity in the care sector.

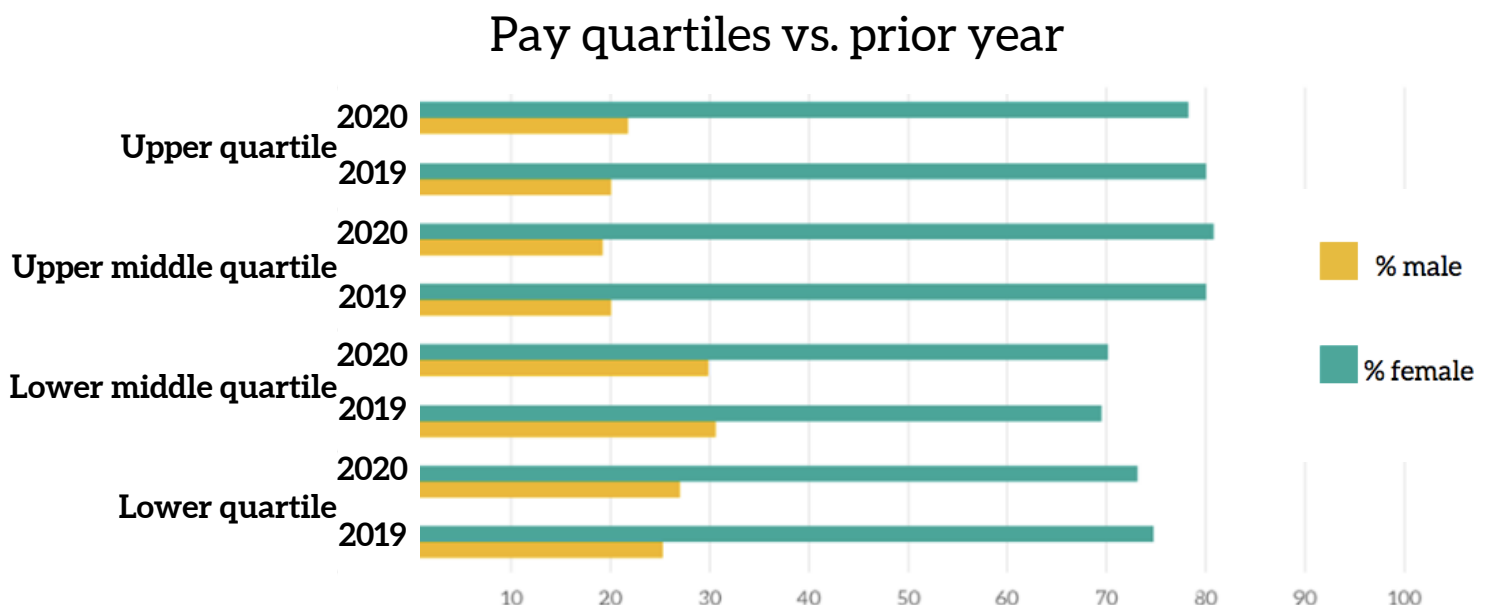
The information below shows that PSS workforce is heavily dominated by female workers across all four quartiles.

We can see that female staff represent 78% of the upper pay quartile which has marginally decreased from last year and reflects the fact that 14 of the 15 members of our senior management team and leadership team are women.

Pay quartile information



Whilst the percentages of staff within each of the pay quartiles have remained much the same since last year, it's worth noting that the single hourly rate for all of our support staff makes up the majority of both the lower and lower middle quartiles. Therefore, the fact that we have a predominantly female workforce means that even small fluctuations/movement in the number of males on this rate can have an impact on the percentages of the genders sitting within these quartiles.



Bonus payments information

Given the sector which PSS sits, bonus payments are the exception. In this reporting year, we have made bonus payments to only one person (female), for a one-off large project specifically relating to the implementation of new cross-organisational system.

Bonus Pay - The difference between the mean and median bonus pay that male and female employees received was -100%	
Who received bonus pay	
0% Of Men	0.3% Of Women

Summary

The metrics presented within PSS's Gender Pay Gap report are positive. With 75.6% of our employees being female, we are encouraged that PSS's mean gender pay gap of -6% for 2020 is significantly lower than that published for all organisations (15.5%)ⁱ.

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. Given this, there continues to be no cause for concern for PSS in this data, however we continue to be committed to take the following measures to ensure our staff are treated fairly:

- We offer a wide range of flexible working options to enable employees to effectively manage their work/life balance. These options include part-time working, home working and flexi-time scheme. Many of our employees choose these options.
- Our recruitment and selection policy ensures recruiting managers appoint people to roles based on merit and regardless of age, race, gender, marital status, sexual orientation, disability, gender reassignment, pregnancy & maternity or religion and belief.
- We operate a fixed point pay scale per role regardless of age, race, gender, marital status, sexual orientation, disability, gender reassignment, pregnancy & maternity or religion and belief
- We provide 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 below the confirmation text. The signature is written in a cursive style.

Lesley Dixon
Chief executive,
PSS (UK) Ltd