



# *Gender pay gap report*

*Our yearly look at what men and women are paid at PSS.*

# About this report

*At PSS, we're focused on delivering an outstanding service. We're always looking to find ways to meet needs that have previously been unmet.*

*Our staff are really important, and being a place where our team loves 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're totally committed to promoting diversity and gender equality - and we know we still have some work to do. We offer all of our people the same growth and development opportunities within a positive, open and inclusive workplace.*





# 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 doing 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 the mid-point in the figures - ie, what's typical and so not affected by high or low pay rates. The mean is what you would be familiar with as the straightforward 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 four 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 happen within one calendar year of 5 April 2021.

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

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# Notes on our 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 2021) 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 2021 and 30 April 2021. The relevant pay period for all other staff is the 3 month prior to the snapshot date, (between 1 February 2021 and 30 April 2021). 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 2021) PSS employed 262 staff, 64 male employees and 198 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 8% 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.*

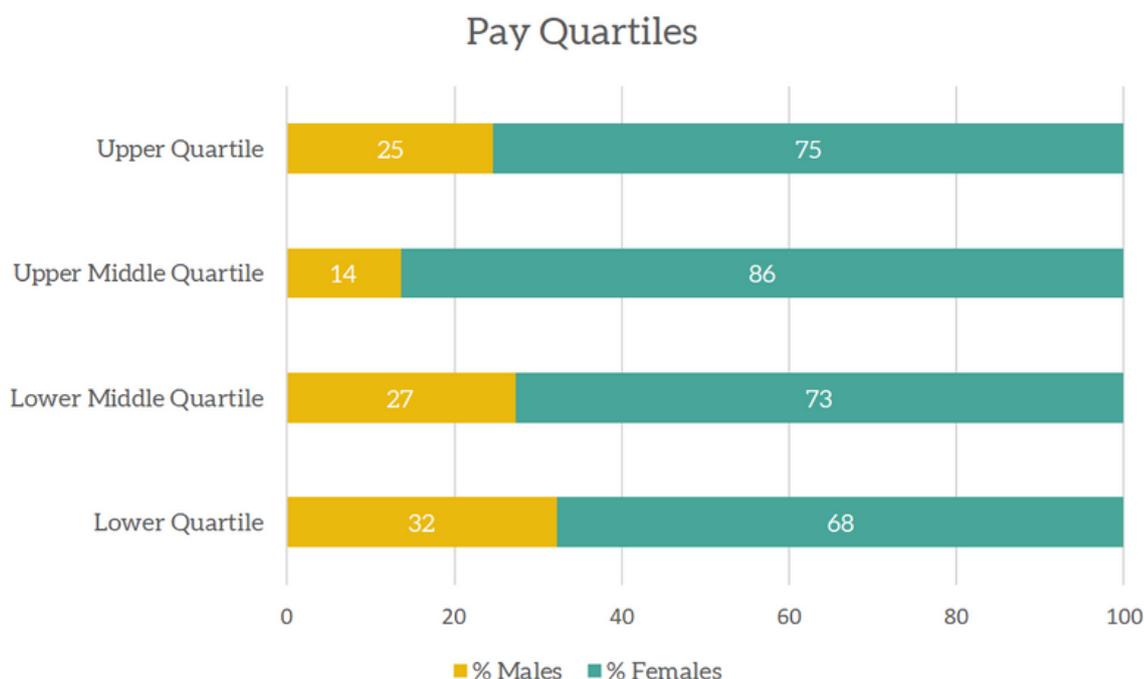


Hourly Rates by Gender	Male	Female	Gender Pay Gap
Mean	£10.62	£11.26	-6%
Median	£9.03	£9.72	-8%

Overall PSS staff by gender at the snapshot date was 75.6% female and 24.4% 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.

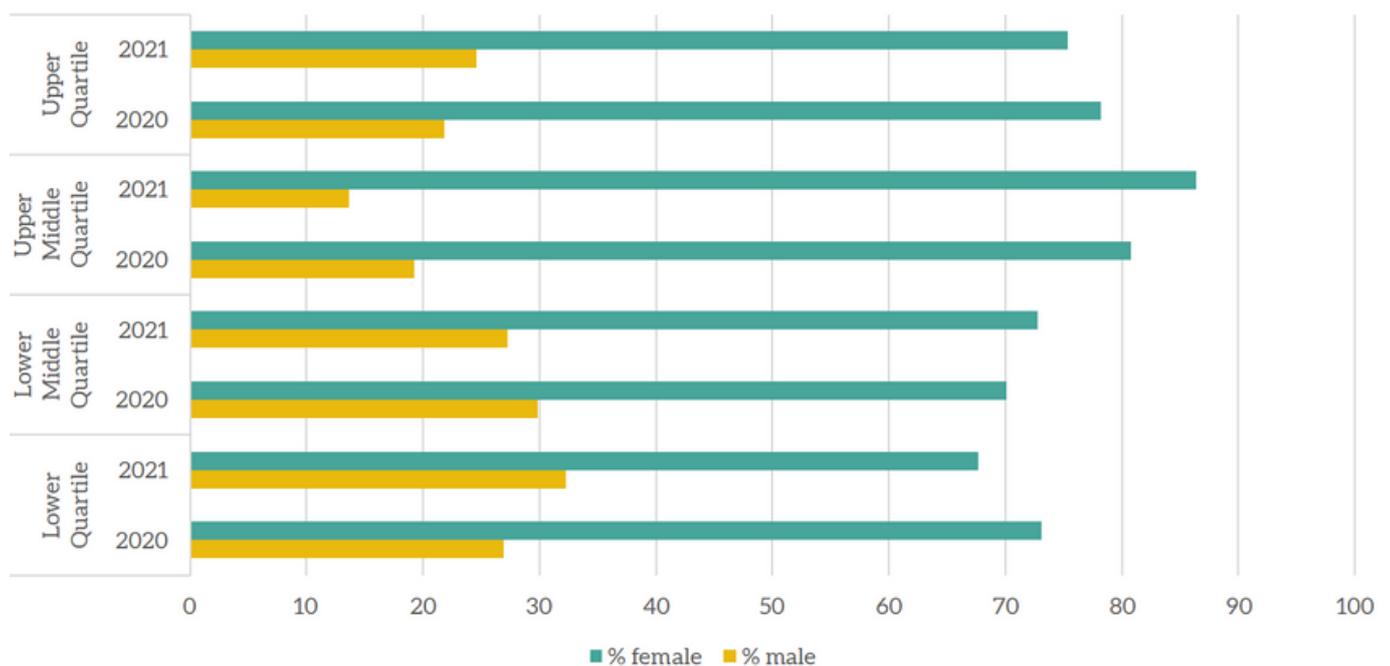
We can see that female staff represent 75% of the upper pay quartile which has marginally decreased from last year and reflects the fact that 12 of the 13 members of our senior management team and leadership team are women.



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.

This is the first reporting year where our salary exchange for pension has come into play and so rates mainly in the top two quartiles have been affected by this and so could explain the slight shift in these two quartiles, as staff choosing to contribute more to pension via salary exchange have potentially moved from upper to upper middle quartile.

Pay Quartiles vs Prior Year





# Bonus payments

Given the sector which PSS sits, bonus payments are the exception. In this reporting year, we have however made one-off bonus payments to five staff (one female; four males) to recognise various additional contribution to the business, including a large project specifically relating to implementation of new cross-organisational system; support through the COVID-19 pandemic and temporary acting-up roles to fill staffing gaps.

<b>Bonus Pay</b> - The difference between the mean and median bonus pay that male and female employees receive	
<b>Men's bonus pay is</b>	
<b>46% Higher</b> (mean)	<b>49% Higher</b> (median)
<b>Who received bonus pay</b>	
<b>6.1% Of Men</b>	<b>0.5% Of Women</b>

## 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 2021 is significantly lower than that published for all organisations (15.4%)\*.



*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:*

- A wide range of flexible working options to enable employees to effectively manage their work/life balance. These options include part-time working and hybrid working which many of our employees choose.*
- 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, gender reassignment, pregnancy and maternity or religion and belief.*
- Operating a fixed point pay scale per role regardless of age, race, gender, marital status, sexual orientation, disability, gender reassignment, pregnancy and maternity or religion and belief.*
- Providing sick, holiday, paternity, maternity, adoption and pension contributions that exceed statutory requirements.*
- Being committed to monitoring the gender pay gap annually.*

# Statement of accuracy

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

A handwritten signature in black ink that reads "Lesley Dixon".

Lesley Dixon  
PSS chief executive  
March 2022

\*<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2021#the-gender-pay-gap>



# For more information

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