

# CONFIDENTIAL

## Equal Pay Review April 2018

### Background

Pioneering Care Partnership (PCP) is committed to the principle of equal pay for work of equal value for all employees and has an Equal Pay Policy. PCP aims to ensure its pay system is fair and just and that any bias is eliminated and therefore commits to undertaking an equal pay review annually.

An equal pay review is an analysis of an organisation's pay and HR data to identify and explain any pay differences between men and women who are doing equal work. There is no requirement for PCP to publish equal pay information.

The Equality Humans Rights Commission (EHRC) defines equal work as; like work, work rated as equivalent, or work of equal values. There is no legal definition of what constitutes a 'significant gap', however as a reference guide, the Equality Humans Rights Commission (EHRC) advocates the following:

<b>Pay differential (relating to sex only)</b>	<b>Recommended action</b>
Less than 3%	No action
Greater than 3% but less than 5%	Regular monitoring required
Greater than 5%	Reason for difference to be investigated and appropriate action taken to close gap

### Methodology

PCP followed the Equality and Human Rights commission's (EHRC) equal pay review model, which has five steps:

1. Deciding the scope of the audit and identifying the data required;
2. Identifying where employees in protected groups are doing equal work;
3. Collecting and comparing pay data to identify any significant equal pay gaps;
4. Establishing the causes of any significant pay gaps and deciding whether these are free from discrimination; and
5. Developing an equal pay action plan and continuing to audit and monitor pay

As at 1 April 2018, there were 85 staff employed by PCP, which includes 1 staff member who is employed in 2 roles on different grades.

### Exclusions

PCP has not included employees who were transferred from other organisations where TUPE regulation applied and salary levels were protected.

The 3 apprentices are excluded, PCP's policy for apprentice pay rates is in line with statutory apprenticeship rates.

The Chief Executive's salary is determined by the Board of Trustees and therefore is not included in this review.

Once these groups are omitted, 75 employees remain to be considered in this review.



## PCP Pay Scales

During 2017-18 PCP changed the pay band structure. This report has been prepared using the revised scales, which came into effect from 1<sup>st</sup> January 2018.

PCP use the pay bands structure (shown below) to determine work of equal value.

PCP Band	Points
1	1 - 3
2	3 - 5
3	5 - 7
4	7 - 9
5	9 - 11
6	11 - 14
7	14 - 17
8 a & b	18 - 22
Senior	23 - 26
Executive	27 - 30

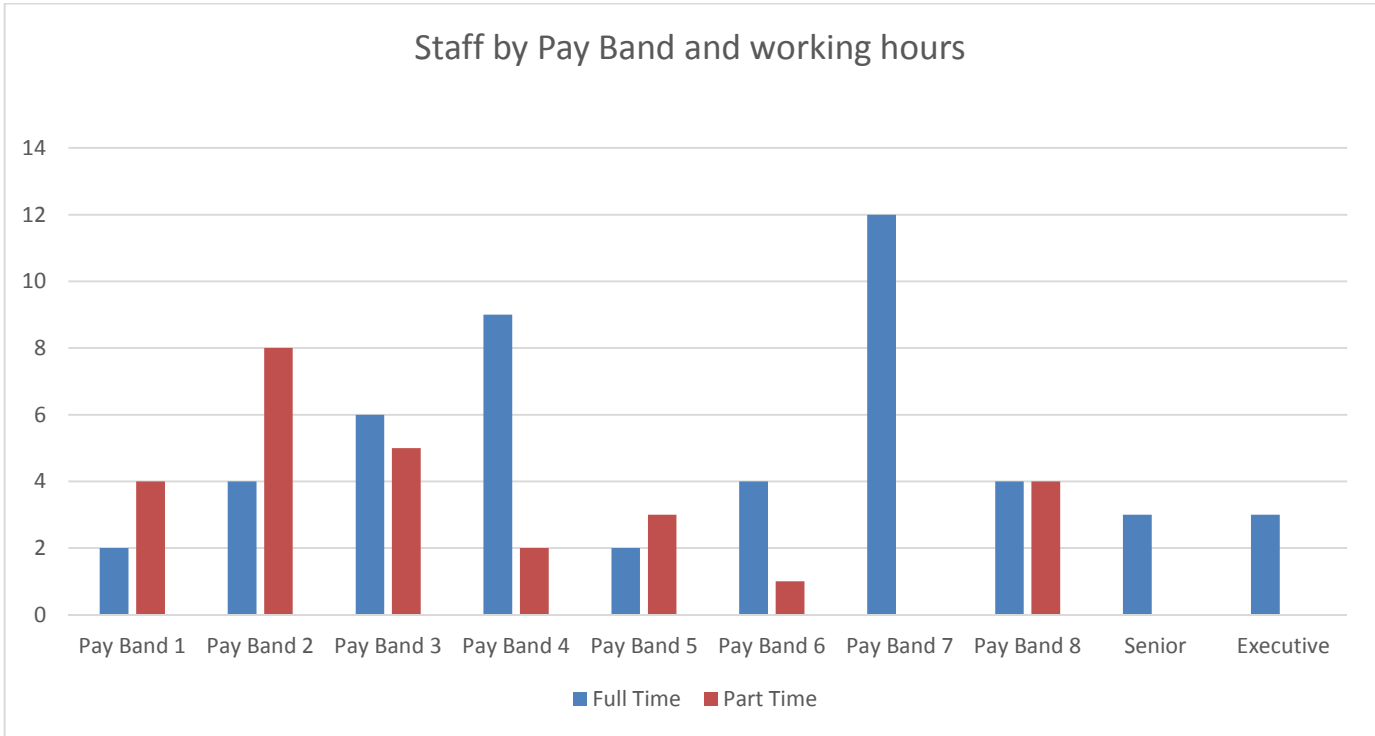
## Findings:

### Full Time/Part Time

The maximum hours worked on a full time contract with PCP is 37.5 hours and PCP considers that any post over 30 hours is full time.

	Males	%	Females	%
Full Time (49)	11		38	
Part Time (26)	3		23	

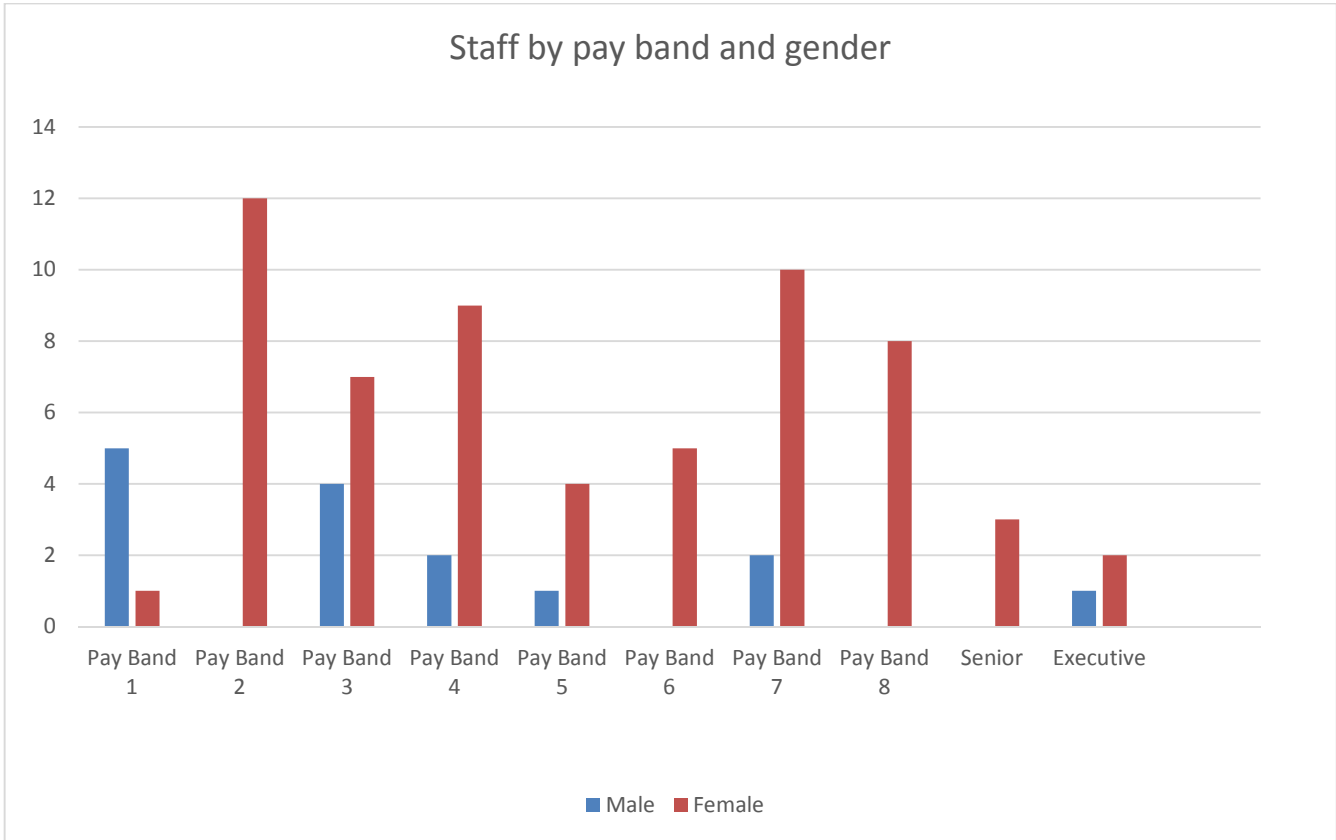




### Employees Profile by Gender

There are 14 males (20%) and 61 females (80%)

The chart below shows the % of each gender employed at each pay scale within PCP.



## Average Salary Costs

The table below provides a breakdown of the average salary for employees, irrespective of working hours, by gender.

Band	Population		Average (mean) basic pay				Gender Paid Less
	Female	Male	Female	Male	Difference	Pay Gap %	
1	1	5	£16,823	£16,356	£467	(2.77 %)	M
2	12	0	£17,260		£0		
3	7	4	£17,726	£17,907	£181	1.02%	F
4	9	2	£18,802	£19,393	£591	3.14%	F
5	4	1	£19,393	£19,393	£0		
6	5	0	£21,424		£0		
7	10	2	£23,393	£23,080	£313	(1.34%)	M
8	8	0	£27,828		£0		
Senior	3	0	£31,500		£0		
Exec	2	1	£39,000	£39,000	£0		
<b>Total</b>	<b>61</b>	<b>15</b>					

### Pay Differential relating to Gender

A pay Gap of more than 3% has been identified in Band 4 which relates to 11 members of staff. This is due to the male staff being at the top of their pay scale, while female staff are still progressing through the pay band in line with PCP incremental pay policy. Therefore, no further action is required.

Bands 2, 6, 8 and Senior are all female and therefore no gender pay equality comparisons can be made.

### Conclusion

In conclusion, there were no significant pay gaps identified at the time of this report, therefore no further action is required, however PCP will continue to audit and monitor pay by conducting an annual Equal Pay Review.

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25<sup>th</sup> April 2018