

Gender Pay Report

For the year to April 2022

From April 2017, under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, all organisations that have over 250 employees are required to annually publish calculations showing their gender pay gap. Hertfordshire Catering Limited (HCL) is committed to providing equality of opportunity to all our employees. The Gender Pay Gap is defined as the differences in average earnings of men and women over a standard time period.

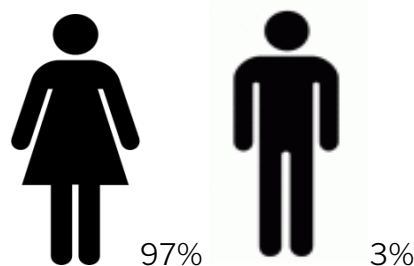
HCL is primarily an educational catering business, providing catering in schools which operate on a term-time basis. 96% of staff work part time / term-time hours.

HCL's workforce consists of a significantly higher proportion of female than male employees, which is reflective of the industry more broadly, with the percentage of woman employees being 97%. Our Gender Pay Gap figures should be considered in context of this distribution.

We are proud that we operate a fair and transparent pay system, where all of our grades have salaries which fall between set bandings. We believe this supports fairness and indicates that we have equal pay for all employees regardless of gender.

We offer great flexible and family friendly working patterns, including part-time and term-time contracts, which possibly appeal more to women than men.

Workforce Demographic:



During the reporting period, HCL had 1758 relevant employees. All calculations have been calculated in line with the Gov.uk - Gender Pay Reporting Guidance, and periods calculated in months have been treated as having 30.44 days.

All relevant employees have been included in our calculations as defined by the legislation. In line with the legislation, calculations of ordinary pay include reductions for salary sacrifice.

The following results have been calculated in line with the mandatory requirements outlined in The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Gender Pay Gap

Mean Gender Pay Gap

A mean average gender pay gap involves adding up all the hourly rates and dividing the result by the number of staff.

HCL's mean gender pay gap:

| | Mean Hourly Rate: |
|---------------------|-------------------|
| Female | £9.93 |
| Male | £15.94 |
| Mean Gender Pay Gap | 37.70% |

Median Gender Pay Gap

A median average gender pay gap involves listing all of the hourly rates in numerical order. If there are an odd number of results, the median average is the middle number. If there is an even number of results, the median will be the mean of the two central numbers.

HCL's median gender pay gap:

| | Median Hourly Rate: |
|-----------------------|---------------------|
| Female | £9.17 |
| Male | £12.77 |
| Median Gender Pay Gap | 28.19% |

Key Findings: Gender Pay Gap

At 37.7%, our gender pay gap data indicates an overall higher average hourly rate for males than for females. The median hourly rate for males is 28.19% higher than for females.

This means on average men are paid 37.7% more than women. Which means for every £1 that a man earns, a woman will earn 62.3p.

Our figures are above the Office of National Statistics (ONS) 2021 national average of 15.4% and we recognise that we have room for improvement.

Bonus Gender Pay Gap

The following results have been calculated in line with the mandatory requirements outlined in The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Percentage of men and women receiving bonus pay:

| | |
|--------|-------|
| Female | 67.3% |
| Male | 73.1% |

Mean Bonus Gender Pay Gap

A mean average bonus gender pay gap involves adding up all of the bonuses received and dividing the result by the number of staff. 1186 staff received a bonus during this reporting period.

HCL's mean bonus gender pay gap:

| | Mean Bonus Pay |
|---------------------------|----------------|
| Female | £146.54 |
| Male | £1,058.10 |
| Mean Bonus Gender Pay Gap | 86.15% |

Median Bonus Gender Pay Gap

A median average bonus gender pay gap involves listing all of the bonuses in numerical order. If there are an odd number of results, the median average is the middle number. If there is an even number of results, the median will be the mean of the two central numbers.

HCL's median bonus gender pay gap:









| | Median Bonus Pay |
|-----------------------------|------------------|
| Female | £115.09 |
| Male | £242.05 |
| Median Bonus Gender Pay Gap | 52.45% |

Key findings: Bonus Gender Pay Gap

The Bonus Pay Gap figures show roughly the same percentage of male and female employees receiving a bonus in March 2022. Male employees received on average 86.15% more bonus pay than female employees however the median bonus pay gap of 52.45% is more representative, as the mean bonus pay gap is skewed by a small number of male Head Office.

Quartiles

The percentage, hourly rates and Gender Pay Gap in each quartile pay band for all of HCL staff is as follows:

| Quartile 1 | | Quartile 2 | |
|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 99.3%  | 0.7%  | 99.0%  | 1.0%  |
| 406 staff | 3 staff | 405 staff | 4 staff |
| Mean: £8.91ph | £8.91ph | Mean: £8.98ph | £9.02ph |
| Quartile 3 | | Quartile 4 | |
| 98.0%  | 2.0%  | 91.7%  | 8.3%  |
| 401 staff | 8 staff | 376 staff | 34 staff |
| Mean: £9.61ph | £9.48ph | Mean: £12.38ph | £18.89ph |

Key findings: Quartiles

In all four quartiles, women make up the majority of the workforce with the proportion of females and males being broadly consistent with the overall company profile. Quartile 4 shows the biggest deviance from the overall male/female split and has the largest number of employees. The mean average pay of females and males in quartiles 1, 2 and 3 is broadly similar; the gender pay gap is in favour of males in quartiles 2, 3 and 4 and

is equal in quartile 1. The fact that males are paid significantly more than females in the upper quartile and there is only a small difference in average pay between male and female workers in the other quartiles, explains why overall HCL's gender pay gap is in favour of males. Data shows that most of HCL's males sit within the upper quartile, more so than at lower levels of the organisation. In our Head Office teams, which encompass 72 staff, 82% of these roles are held by females.

Key objectives for the coming year

- **Identify areas where males/females are under-represented and review our recruitment and selection strategies to these areas.** This will help in identifying and removing any obstacles deterring candidates from applying for specific roles.
- **Encourage and review career and talent development.** To provide more support, training and encouragement to employees to manage their learning and pursue opportunities to develop their skills, knowledge and experience. We are doing this via career development which is a key component of discussions twice yearly for all staff during their performance review. Develop and pay a Career Progression Incentive Payment to encourage staff to progress along our Career Path.
- **Ensure diversity in promotional materials/website, including internal staff communications.** To support attraction and career progression where there is under-representation as the opportunity to do so becomes available. Continue to innovate and trial different ways of advertising employment opportunities to attract a diverse mix of candidates.
- **Monitor our new Reward & Recognition Scheme for Operational Staff.** To ensure there is no unconscious bias in nominations and approvals.
- **Develop the Diversity & Inclusion Staff Group.** To continue to help HCL identify and act on issues and feedback coming from staff, to embrace greater diversity and inclusion within the workforce.

Statement

I confirm that Hertfordshire Catering Limited has published accurate calculations in line with the mandatory requirements outlined in The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.



Ian Hamilton
Chief Executive