

Gender and Bonus Pay Gap Report for the year to April 2023

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. **95.3%** 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 female employees being **96.6%**. 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 females than males.

Workforce Demographic



During the reporting period, HCL had **1749** 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.

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.

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	£10.60
Male	£15.59
Mean Gender Pay Gap	32.0%

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:

	Mean Hourly Rate:
Female	£10.60
Male	£12.50
Mean Gender Pay Gap	22.3%

Key findings: Gender Pay Gap

At **32.0%**, our gender pay gap data indicates an overall higher average hourly rate for males than for females. The median hourly rate for males is **22.3%** higher than for females.

This means on average men are paid **32.0%** more than women. Which means for every **£1** a man earns, a woman will earn **68p**.

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	32.9%
Male	40.0%

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. **579** staff received a bonus during this reporting period.

HCL's mean bonus gender pay gap:

	Mean Bonus Pay
Female	£177.63
Male	£1,024.69
Mean Bonus Gender Pay Gap	82.3%

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:

	Mean Bonus Pay
Female	£65.71
Male	£152.26
Mean Bonus Gender Pay Gap	56.8%

Key findings: Bonus Gender Pay Gap

The Bonus Pay Gap figures show that males are more likely to receive a bonus than females. Male employees received on average **82.3%** more bonus pay than female employees with a lower median bonus pay gap of **56.8%**. The mean bonus pay gap is skewed by a small number of male head office staff receiving large bonuses.

Quartiles

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

<p>Quartile 1</p> <p>99.0%   1.0%</p> <p>399 staff 4 staff</p> <p>Mean: £9.50ph £9.50ph</p> <p>Pay Gap = 0.0%</p>	<p>Quartile 2</p> <p>98.3%   1.7%</p> <p>395 staff 7 staff</p> <p>Mean: £9.56ph £9.57ph</p> <p>Pay Gap = 0.1%</p>
<p>Quartile 3</p> <p>97.3%   2.7%</p> <p>391 staff 11 staff</p> <p>Mean: £10.24ph £9.93ph</p> <p>Pay Gap = -3.1%</p>	<p>Quartile 4</p> <p>91.3%   8.7%</p> <p>367 staff 35 staff</p> <p>Mean: £13.28ph £19.27ph</p> <p>Pay Gap = 31.1%</p>

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 male employees. The mean average pay of females and males in quartiles 1 and 2 is comparable; the gender pay gap is slightly in favour of females in quartile 3 with a significant pay gap in favour of males in quartile 4. 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 112 staff, 80% of these roles are held by females.

Key Objectives for the coming year

- **Identify areas where males 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