

KATHARINE HOUSE HOSPICE
GENDER PAY GAP REPORTING

2023

1. Introduction

Katharine House Hospice having more than 250 employees on its payrolls at 5th April 2023 is required to report on its Gender Pay Gap in accordance with The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

This report provides a summary statement, the data required under the reporting requirements with a brief explanation of what the data shows, a contextual commentary for the figures reported, and a mandatory statement from the Chief Executive. The appendix comments on the way the data was prepared. Comparative data over the last five years' is reported to provide some historical context.

2. Summary

The main indicators show the mean and median hourly pay for women employed by Katharine House is higher than for men. Since the last reporting period this has decreased for both the mean gap and the median gap.

3. Gender Pay Gap Report

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Mean gender pay gap	+ 7.56	- 0.14	- 3.78	-12.17	- 13.46
Median gender pay gap	- 2.58	- 4.19	- 12.20	- 3.45	- 10.13

The mean gender pay gap is positive for the first time since reporting this data. This means on average males are paid 7.6% more than females. The median gender pay gap is negative, showing the median pay for females is 2.6% higher than for males.

In the pay reference period of 12 months preceding the 5th April no employees received bonus or ex gratia payments related to performance.

	<u>2022/23</u>	<u>2021/22</u>
Mean bonus gender pay gap	--	--
Median bonus gender pay gap	--	--
Proportion of males receiving a bonus payment	--	--
Proportion of females receiving a bonus payment	--	--

Katharine House Hospice is also required to provide data on the proportions of each gender in each pay quartile. As expected, the proportion of female employees in each pay quartile is higher than male employees, with the difference being smallest in the lowest quartile.

Proportion of males and females in each pay quartile:

	<u>2023</u>		<u>2022</u>	
	Males	Females	Males	Females
Upper (highest)	14.3	85.7	11.5	88.5
Upper middle	12.5	87.5	15.1	84.9
Lower middle	17.5	82.5	24.5	75.5
Lower (lowest)	16.1	83.9	28.3	71.7

4. Commentary

There are a number of factors that have a bearing on the data. Some of these are discussed briefly below, but are not in any specific priority order.

4.1 Nature of the business

The main businesses of the hospice are:

1. Provision of care
2. Retail
3. Fundraising

The provision of care is a very female oriented workforce. We also find that a lot of women work in both retail and fundraising.

The highest number of professionals working within Katharine House work in our care services and therefore there are many more female professionals within the workforce.

There are only two areas of our operations where there are more male employees than female: one is the facilities/maintenance team where all 4 employees are male; the other is the retail transport team where, in the reference period, all but one of the drivers were male.

4.2 Sector of the business

Katharine House operates in the charitable sector. The organisation does not therefore offer high rates of pay. This may not make the organisation attractive to primary earners within a household, which in our community are predominantly male.

4.3 Nature of employment opportunities

To attract workers, the organisation adopts many family friendly policies, meaning there are a lot of part-time roles available. These may be of greater interest to primary carers in our community, who are predominantly female.

4.4 Recruitment and promotion practices

Katharine House adopts equal opportunities practices in its recruitment and promotion of staff. It is an individual's ability to carry out the role that determines selection for appointment and promotion, rather than any characteristics that the individual may have (whether prohibited under the equality act or not) including gender.

4.5 Remuneration policies and practices

For over 20 years Katharine House Hospice has sought to align pay rates to the role and competencies required for the position. Although this has to be balanced against pressures in the local labour market for different roles, generally this has led to competency and role-based pay arrangements. These help to ensure compliance with equal pay regulations, but aligned to the points made above, contribute to the nature of the gender pay gap.

4.6 Potential causes of changes

In the last two years we have begun to outsource our retail transport service, which means we are not replacing transport drivers. These were lower paid male employees, the depletion of which has seen the median and mean pay increase more rapidly for males.

There is a similar position with the outsourcing of the lottery, in which a lower paid male employee was made redundant.

5. Proposed actions

It remains desirable to attract more male employees into our care services. However, nursing and care, and palliative care in particular, do not appear to attract male workers and we will always be recruiting from a pool of eligible workers that is predominantly female.

It is the view of trustees that the gender pay gap is not an issue of concern, but the changes over the last two years need to be monitored.

6. Mandatory Statement

I declare that we have used all reasonable endeavours to ensure that the data contained in this report is accurate.

Dr Richard Soulsby
Chief Executive

Notes on data

Mean is the average value of a data set. All the values of a data set are added together and divided by the number of items in the data set.

Median is the middle value of a data set that is ordered from the smallest to the largest (or the average of the two middle values if there is an even number of data items).

Quartile is similar to a median, but divides a data set that is ordered from the smallest to the largest into four parts with one fourth of the data items in each quartile (in practice this is only possible when a data set divides by 4). The four quartiles are: lower; lower middle, upper middle and upper.

The relevant pay period was the payroll for April 2023, this being the monthly pay period covered by the data.

Hourly pay was calculated on the following pay elements:

- Basic pay
- Sick pay
- Unsocial pay allowances
- Other allowances, for example for weekend working or on-call

Pay elements excluded were:

- Extra duties or overtime (which we are required to ignore) except for bank staff
- Additional Holiday Pay which relates to overtime worked
- Salary sacrifices (we are required to ignore these from calculating gross pay)
- Stoppages and deductions from salary
- Out of pocket expenses paid through the payroll

Katharine House had 278 relevant employees on its payrolls at 5 April 2023. 50 of these were bank staff who may choose whether or not to accept any work offered to them (2022: 58) and 26 of these worked during the period so have been included in the calculations (2022: 28). Exclusions from the mean and median hourly pay calculations were:

- 24 were bank staff who received no pay in April 2022
- 21 were on unpaid or reduced sick pay or otherwise had a reduction to their basic pay in the period
- 2 employees were on statutory leave
- 13 employees left or started in the period

In addition Katharine House uses the services of a number of individuals who are self-employed or contracted from another provider and must personally perform services under their contract. Where it is possible to determine the hourly rate of pay for these contracted individuals they have been included in the calculations. 4 self-employed individuals were included (2022: 6). There were 3 employees employed by other organisations for whom we could not ascertain with reasonable certainty their hourly wage.

Where individuals frequently work for Katharine House, but their employment contract is with another organisation these persons have not been included as they are not personally required to carry out the work.

Hourly pay for bank staff was calculated on gross pay for the month divided by the hours they were paid for in the month, this being the only practical way of making this calculation.