

Ward Security Gender Pay Act Statement 2020

We are an employer required by law to undertake and publish our Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

We are required to publish the results on our own website and the government gender pay website.

*Due to the impact of Coronavirus (COVID-19), the Equality and Human Rights Commission (EHRC) have announced that enforcement of gender pay gap reporting for the 20/21 reporting year (which uses a snapshot date of 31 March 2020 and 5 April 2020) will not begin until 5 October 2021. The EHRC is encouraging employers to report ahead of the usual deadlines (30 March 2021 and 4 April 2021) wherever possible, but no enforcement action will be taken providing they report by 5 October 2021.

*www.gov.uk

This involves carrying out six calculations that show the difference between the average earnings of men and women in our Company based on the reporting criteria; it will not involve publishing individual employee pay data.

We are required to report on:

1. percentage of men and women in each hourly pay quarter
2. mean (average) gender pay gap using hourly pay
3. median gender pay gap using hourly pay
4. percentage of men and women receiving bonus pay
5. mean (average) gender pay gap using bonus pay
6. median gender pay gap using bonus pay

Gender Pay Reporting requires our organisation to make calculations based on employee gender. We establish this by using our existing HR and PAYE payroll records.

We can use these results to assess:

- the levels of gender equality in our workplace.
- the balance of male and female employees at different job levels.
- The analysis of gender pay in our Company and to benchmark our position in the challenge across Great Britain to eliminate any gender pay gap.

Gender Pay Act reporting calculations are based on the definition of pay for '**relevant employees**'.

The definition of '**relevant employees**' is:

- all employees employed by Ward Security on the 'snapshot' date which is **5th April 2020** and is required to be published by **5th October 2021**.
- all employees who were paid their **usual full pay** in their pay period that included the snapshot date - these are referred to as '**full-pay relevant employees**'.
- whether every '**relevant employee**' and 'full-pay relevant employee' identifies as male or female

To be included as a '**full-pay relevant employee**', the employee must be paid their **full usual pay** during the pay period in which the snapshot date (**5th April 2020**) falls. If the employee is paid less than their

usual rate because of being on leave for that period, they **should not** be counted as a **'full-pay relevant employee'**.

- So, for example, if someone takes fully paid annual leave during the pay period, they are still a **'full-pay employee'**. But if they take some unpaid leave during the pay period – and therefore are paid less than their usual rate – they are not **'full-pay relevant employees'**. Examples include people on maternity, paternity, adoption, Furlough, sick leave or unpaid leave.
- If an employee is on any kind of leave and not being paid their full usual amount in the pay period, they are not **'full-pay relevant employees'** for the purpose of Gender Pay Act reporting. For example, they are paid Statutory Sick Pay or Statutory Maternity Pay which is less than their usual pay.

Gender Pay Act reporting is a measure of the difference between men's and women's average earnings across a Company or the labour market.

Equal Pay means that men and women in the same employment performing equal work must receive equal pay, as set out in the Equality Act 2010.

Gender Pay Act reporting, and findings should not be confused with Equal Pay as the findings provide explanations where the Gender Pay Act reporting shows variances.

Gender Pay Act Findings for 2020:

This data is based on a snapshot date of 5th April 2020.

There were 1024 **"full pay relevant employees"** employed on the snapshot date for the purposes of the mean and median gender pay gaps and the quartile pay bands – 145 female employees and 879 male employees.

Findings

Benchmark	Result	Explanation
Mean Gender Pay Gap	-9.03%	Females were paid 9.03% more than males per hour as a mean calculation – please refer to Findings Statement below
Median Gender Pay Gap	-2.71%	Females were paid 2.71% more than males per hour as a median calculation – please refer to Findings Statement below
Mean Gender Bonus Gap	0%	Nothing to report
Median Gender Bonus Gap	0%	Nothing to report
Proportion of men and women who received a bonus payment	Female: 0% Male: 0%	Not applicable

Proportion of men and women in each quartile pay bands	See below	Most females were paid an hourly rate which falls within the highest pay quartile (Quartile D) and most men were paid an hourly rate which falls within the fourth paid quartile (Quartile A).
--	-----------	--

GPA Quartiles	Avg £	No. of FEMALES	No. of MALES	FEMALE %	MALE %
Lower Hourly Pay – QUARTILE A	£8.97	24	232	9.37%	90.63%
Lower Middle Hourly Pay – QUARTILE B	£10.46	35	221	13.67%	86.33%
Upper Middle Hourly Pay – QUARTILE C	£11.04	31	225	12.11%	87.89%
Upper Hourly Pay – QUARTILE D	£14.79	55	201	21.48%	78.52%
Total		145	879	14.16%	85.84%

Quartile A includes Apprentices under the age of 21 on an Apprentice hourly rate below National Living Wage.

Mean Average Pay:

Mean Average Pay MALE	£11.17
Mean Average Pay FEMALE	£12.18

Median Average Pay:

Median Pay MALES	M
Total Males	879
Mid-Point of Hourly Pay	440
Median MALE Hourly Pay	£10.71

Median Pay FEMALES	F
Total Females	145
Mid-Point of Hourly Pay	73
Median FEMALE Hourly Pay	£11.00

Summary Statement for 2020:

Our Gender Pay Gap data shows that we have a “negative” mean gender pay gap, which means that women were paid more per hour than men, on average.

This is not common practice and not the norm outcome of gender pay gap reporting. This will come down to our industry, similar to the mining or construction industry, where we employ fewer women than men, but the number of women we do employ, are paid higher than the majority male workforce.

Based on the data for “relevant employees”, Year 2020 Gender Pay Gap reporting sees a higher proportion of men in the categories for reporting than the previous year. This is due, primarily, to the nature of our headcount growth for Security frontline roles. This is reflected in the median hourly paid rates for males due to the number of males in this category, comparable to females.

The 'negative' gender pay 'mean' of females who earn 9.03% higher than males, is due to females' roles within our Organisation, which are at a senior level and are within our Head Office Support Services roles, such as Operations Support, HR, Operations, Finance. In addition, we have two females operating at a Director level. Our frontline female roles are primarily held in front of house, reception role, although we do have female representation across the Security and Canine Operations of our business.

Our Head Office support functions were made up of 48% women of 34 females (a 1% increase Year on Year @ 45%), and 52% of men of 37 males, (a decrease of 0.9% @ 55%). Quartile A, (the lowest paid quartile) represents 21% females in Head Office, a significant improvement on the previous reporting year at 83%. There is nil in Quartile B. There are 41% in Quartile C, which is the highest shift from Female pay from Quartile A to C (Lowest to Upper Middle Quartile), and 38% of female employees in Quartile D (highest paid) remains the same as the previous reporting year.

Our Frontline (non-HQ) Female ratio based on Quartiles are broken down as:

FRONTLINE BY QUARTILE	M	F	Total	Female %
Quartile A	231	21	252	8%
Quartile B	221	31	252	12%
Quartile C	224	28	252	11%
Quartile D	166	31	197	16%

From the 111 Frontline (not HQ) Females, the Quartile representation is:

FRONTLINE FEMALES BY QUARTILE	No. of Females	% of Females
Quartile A	21	19%
Quartile B	31	28%
Quartile C	28	25%
Quartile D	31	28%

It is worth noting that pay rates for the majority of our workforce (non-Head Office/back office functions) are set by the client in our commercial contracts and so we as a business, have limited ability to influence and control for setting the pay rates paid to the majority of the workforce, irrespective of the demographic. The window of opportunity for rates of pay is at the tender or contract review stage, however, we are operating in a highly competitive market often with tight margins. We work with our existing clients to recognise our Living Wage Foundation recognition and for new clients, the pay rates for our Frontline employees will be set at the recommended London and Living Wage rates. Further, from Y2019 onwards, we have aligned pay rates by employment category, for example Relief Officers, based on Regional pay rates to ensure equity based on regional demographics.

We pay our employees the pay rate that has been agreed within the commercial contract, at a rate per hour for the site and role within that site. We are working in partnership with our clients, to influence and recognise that in the long-term, we need to have a positive impact on pay rates within the industry. However, ultimately pay rates are not driven by the business solely.

In addition, we are a recognised service provider of the Living Wage Foundation and our benchmarking shows we operate to pay rates above our industry standard. Year 2020 reporting on both males and females shows an hourly rate increase from the previous year, due to the ongoing discussions with clients to recognise the commitment on Living Wage pay rates.

Comparably with our previous Gender Pay Act reporting, published on 5th April 2019, the Gender Pay gap has closed significantly, as shown by the 'Mean' and 'Median' average pay rates.

In summary, although we employ fewer females to males, the average female pay is based on the higher salary roles and outweighs the average male pay who are non-managerial. We are Equal Opportunity employers, and we are committed in ensuring all our employees are paid fairly based on the commerciality of the contract, their job level and responsibilities in partnership with our clients, in the Security industry.

Gender Pay Act Statement prepared by:



Caroline Cuthbert
People Director
16 September 2021