

Professional, Proud and Passionate

**Gender Pay Gap Report**

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**2020**

This report is prepared on behalf of QE Facilities Limited, part of the Gateshead Health NHS Foundation Trust Group.

**Introduction**

QE Facilities Ltd (QEF) is a wholly owned subsidiary company of Gateshead Health NHS Foundation Trust, based in the North East of England. The company is a separate legal body, providing a range of estates, facilities management, pharmacy, procurement and transport services to health care organisations.

QEF is committed to the promotion of diversity, equality of opportunity and choice for all employees. Our aim is that our workforce is diverse and inclusive; being truly representative of the communities we serve. We want to make the best use of the talent and skills that everyone brings to our workforce whilst supporting our wider community by taking on apprentices and supporting work experience. As Company we actively encourage a healthy work life balance and promote a flexible approach to work.

The gender pay gap legislation introduced in April 2017 requires that UK employers with 250 employees or more on the snapshot date (5th April) publish data about their gender pay gap. The gender pay gap differs from equal pay as it is concerned with the differences in the average pay between men and women over a period of time no matter what their role is. Equal pay deals with the pay differences between men and women who carry out the same or similar jobs. The six different measures which have to be reported are:

**Mean gender pay gap:** The difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees.

**Median gender pay gap:** The difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees

**Mean bonus gap:** The difference between the mean bonus pay paid to male relevant employees and that paid to female relevant employees

**Median bonus gap:** The difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees

**Bonus proportions:** The proportions of male and female relevant employees who were paid bonus payduring the relevant period

**Quartile pay bands:** The proportions of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands.

A relevant full-pay employee is any relevant employee in receipt of full pay. For the purposes of this report any relevant employees that are on reduced pay are not included (sick, maternity, unpaid leave etc.)

**Workforce data**

As an employer we are required to calculate the gender pay gap using a snap shot of data collated on 5th April 2020 for ordinary pay and bonus pay calculations are based on a reference period of 12 months (6th April 2019 – 5th April 2020).

What is included in the calculations:-

• Basic pay (ordinary pay)

• Full paid leave including annual leave, sick, maternity, paternity, adoption or parental leave (ordinary pay)

• On call allowances and shift premium payments (ordinary pay)

• Additional programmed activities for Consultants (ordinary pay)

• Clinical Excellence Awards for Consultants (bonus)

What is excluded from the calculations:-

• Any member of staff who is not receiving full pay when the ‘snap shot’ data is taken. For example those employees on statutory maternity pay, sick pay or parental leave.

• Overtime pay (including Waiting List Initiatives)

• Expenses, for example mileage for use of vehicle

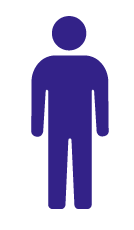
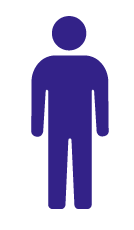
• Salary sacrifice schemes

Gender Pay Gap Report 2019 is available at [GPGR 2019](https://3d3f76a9-1c27-4f93-a593-a1e7f88ba5f4.filesusr.com/ugd/445baa_43d54e79119f4f65a61fa3bdd6746052.pdf).

**At a glance – our gender pay gap:**

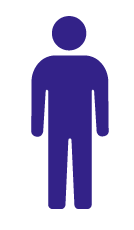
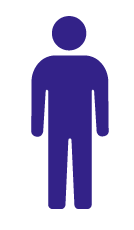
The Company employed 741 staff on the snapshot date of 5th April 2020.

**Gender Pay Gap: 5th April 2020**

  **Mean**   **Median** 

**£13.37** **15.64%** **£11.28 £10.71 5.66% £10.10**

**Bonus Gap: year up to 5th April 2020**

 **Mean** **Median** 

**£723 26.92% £528 £923 48.72% £473**

The above table shows QEF’s mean and median gender pay gap based on hourly rates of pay as at the snapshot date 5th April 2020. It also captures the mean and median difference between bonuses paid to men and women at QEF in the year up to 5th April 2020.

The ordinary pay element is calculated after any salary sacrifice deductions are made. The gender split for take up of schemes such as lease cars, child car and car parking is comparable between female and male employees suggesting minimal impact of such schemes on the ordinary pay element.

**Bonus proportions** of male and female relevant employees who were paid bonus pay follows. Not all occupations in the Company attract bonus payments, with the focus being front line manual operational roles. The bonus payments relate to the Company’s performance agreements related to service quality and attendance.

**Proportion of male and female employees in each quartile of the pay structure**

These graphs show the workforce composition in each pay quartile. 50.4% of our workforce is female. The number of women in the lower and lower middle quartile is slightly higher. By comparison there is a more equal representation of men and women in the upper middle quartile. The upper quartile has more male employees than female.

**Additional Analysis**

The overall gender pay gap is a high level, non-adjusted indicator of male and female earnings. The gap is therefore significantly affected by the make-up of the workforce and that the nature of the workforce is predominantly ancillary, with the majority of the Company’s staff being in the lower pay grades. This means that the overall pay gap is distorted, reflecting workforce composition rather than pay inequalities. This is particularly evident in the cleaning and catering services which have a large female workforce. We will undertake further analysis to better understand the gender pay gap report results and the reasons behind the pay gap.

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| --- | --- |
| **Summary analysis of Gender Pay Gap** |  |

The overall gender pay gap is a high level, non-adjusted indicator of male and female earnings. 50.4% of our workforce is female and the nature of the workforce is predominantly ancillary, with the majority of the Company’s staff being in the lower pay grades. This means that the overall pay gap is distorted, reflecting workforce composition rather than pay inequalities. This is particularly evident in the cleaning and catering services which have a large female workforce. A higher percentage of female staff are employed within the lower to lower middle quartiles compared to the upper quartile. The data informs us that there are more male employees in highest paid roles with a greater prevalence of female part time staff in lower paid roles. We will undertake further analysis to better understand the gender pay gap report results and the reasons behind the pay gaps.

**2018 to 2020 Gender Pay Gap Comparison**

The comparison between 2018, 2019 and 2020 highlights the following key points:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Data Category** | **2018** | **2019** | **2020** | **Comments** |
| Total number of employees | 591 – 59% female and 41% male | 607 – 57% female and 43% male | 741 – 50.4% female and 49.6% male | Our overall workforce has increased, the increase in the number of male employees meant that the split between male and female is very close to 50%. |
| Mean and median gender pay gap | The ordinary pay mean pay gap was 23.66% and the median pay gap was 14.45% | The ordinary pay mean pay gap was 17.51% and the median pay gap was 7.96% | The ordinary pay mean pay gap was 15.64% and the median pay gap was 5.66% | The ordinary mean pay gap and ordinary median pay gap have both decreased over the last three reporting periods. Representing greater equality of representation across the respect pay quartiles. |
| Mean and median bonus gap | The bonus pay mean pay gap was 45.61% and the median pay gap was 54.67% | The bonus pay mean pay gap was 60.74% and the median pay gap was 53.2% | The bonus pay mean pay gap was 26.92% and the median pay gap was 48.72% | Both mean and median bonus pay gap have decreased. |
| Bonus pay | The % of staff receiving a bonus payment was 73% of eligible females and 59% of eligible males. The average payment being £462 versus £850. | The % of staff receiving a bonus payment was 73% of eligible females and 59% of eligible males. The average payment being £596 versus £1517. | The % of staff receiving a bonus payment was 67% of eligible females and 52% of eligible males. The average payment being £528 versus £723. | The removal of the senior management performance scheme in 2019/20 assisted in addressing this in the 2020 Gender Pay report. |

**Actions being taken to continue to address and to reduce the pay gap**

The company are committed to becoming an accredited real living wage employer and we are currently working with the Living Wage Foundation to achieve this status. Our 2021 pay award ensured that our entry level salary for new employees was significantly more than the current real living wage of £9.50 per hour as set by the independent Living Wage Commission drawn from Living Wage employers, trade unions, civil society, and academics. Research has confirmed that there are currently 3.3 million jobs in the UK below the Living Wage of which the majority are performed by women, so we are tackling not only the gender pay gap within our company but also nationally. Future pay awards will be made in line with the annual recommendations of the Living Wage Commission and represents a long-term commitment and investment in ensuring pay equality.

**Training**

General awareness of diversity and inclusion is a key theme in the Workforce Strategy. Diversity and inclusion general awareness and is covered in induction training as well as different bitesize training sessions the workforce team offer. An infographic will be published to raise awareness of our gender pay gap. We are confident that training opportunities are open to all employees and are actively promoted.

**Company Values**

We have also undertaken a relaunch of our guiding principles and company values to further enhance our compassionate and inclusive people culture that promotes equality, diversity and inclusion and is reflective of the communities we serve.

**Statement**

I confirm QE Facilities Ltd is committed to the principle of gender pay equality and has prepared its 2020 gender pay gap results in line with mandatory requirements.

Yours faithfully

On Behalf of QE Facilities Ltd.



Anthony Robson

**Managing Director**

The gender pay gap report data has been produced using the national NHS tool – a set of reports available through the Electronic Staff Record Programme.

If you require a copy of this report in a different format please contact our HR Service Provider Gateshead Health NHS Foundation Trust, via the Workforce Department, Bensham Hospital, Gateshead, NE8 4YL or telephone 0191 445 5428 or email [ghnt.hr@nhs.net](mailto:ghnt.hr@nhs.net)