



BUSINESS IN THE COMMUNITY GENDER PAY GAP REPORT 2019

Introduction

Business in the Community is an employer required to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. We are committed to supporting employers to publish, understand and tackle their pay gaps. We have published **guidance** to support employers through the reporting process and are hosting a series of free webinars and events in partnership with the Government Equalities Office for employers across the UK.

Equality is not something we can achieve overnight; it takes years of hard work. Whilst our own gender pay gap has increased slightly this year, we've taken the time to learn why our figures have been affected and we're determined to keep reducing the gap. The recent unprecedented circumstances we've all been faced with makes it more important than ever that every company continues reporting. Now is not the time to halt or let slip the great progress that's already been made. It remains our duty to ensure the workplace is better tomorrow than it is today.

Amanda Mackenzie, Chief Executive, Business in the Community



Gender Pay Gap vs Equal Pay

The gender pay gap is the difference between the average earnings of women and men, expressed relative to men's earnings. This excludes those who are on leave of any type that impacts their pay, for example unpaid leave or Maternity or Parental leave. The figures were calculated by measuring the gross per hour salary rate after salary sacrifice (pension and childcare vouchers) on 5th April 2019.

The gender pay gap takes into account all roles at all levels of the organisation, rather than comparing the pay received by women and men for carrying out the same roles.

The gender pay gap is different from unequal pay, which is where men and women do not receive the same pay but carry out the same job, a similar job or a job of equal value. This is pay discrimination and is unlawful. Business in the Community is constantly reviewing our pay processes to ensure that we have equal pay.

Methodology

To calculate our data, we took the mean salary for men and mean salary for women, removed the figure for women from that of men, divided by the men's rate and multiplied by 100. This reflects the difference as a percentage of the men's salary. The same calculation approach is used for the median figure.

For a full breakdown of how organisations are instructed to calculate their gender pay gap, and to see the guidance that we used, please visit the Government website [here](#)¹.

The UK currently has a national mean gender pay gap of 17.3²%.

This means that women earn on average, 17.3% less than men.



Our Gender Pay Gap at BITC

In line with The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, Business in the Community is not required to report on the data from our Northern Ireland offices. However, we take our responsibility to report fully and transparently to our employees, members and stakeholders seriously, so we have decided to include our Northern Ireland colleagues in our calculations for our gender pay gap information.

¹ <https://www.gov.uk/guidance/gender-pay-gap-reporting-make-your-calculations>

² <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2019>

Our Gender Pay Gap

0.29%

The BITC Mean Gender Pay Gap 2018

8.22%

The BITC Mean Gender Pay Gap 2019

Mean Gender Pay Gap

An increase of 8%

0.72%

The BITC Median Gender Pay Gap 2018

0.80%

The BITC Median Gender Pay Gap 2019

Median Gender Pay Gap

We see a minor increase of 0.08%



Bonus Pay Gap

BITC has a zero gender pay gap in relation to bonuses as we do not award bonus payments.

Why do we have a gender pay gap?

Whilst our Median gender pay gap remains below zero, we can see a mean gender pay gap increase of 8% on the previous year.

As we are working with a small data set this can largely be explained by movement of senior staff in the top two quartiles.

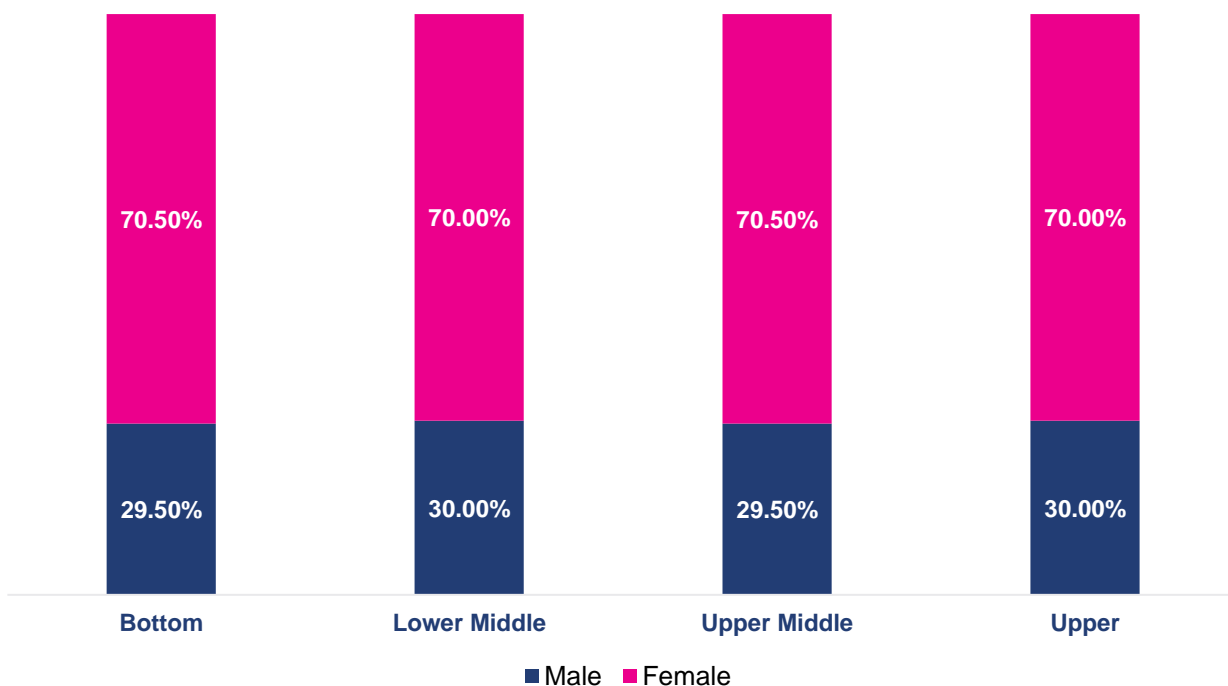
One female member of the executive team retired and another female member of the executive team moved on and for business reasons neither of these roles were directly replaced. In addition, we saw the recruitment of two new male colleagues in the executive team, this has therefore increased the mean male salary and decreased the female mean salary. As these long serving female colleagues leave, new colleagues will join the organisation on a lower starting salary which also contributes to a lower mean salary.

However, as we can see from the median pay gap of 0.8%, we still have an even distribution of men and women's salaries throughout the organisation at all levels and we do not have an equal pay issue.

Quartile data

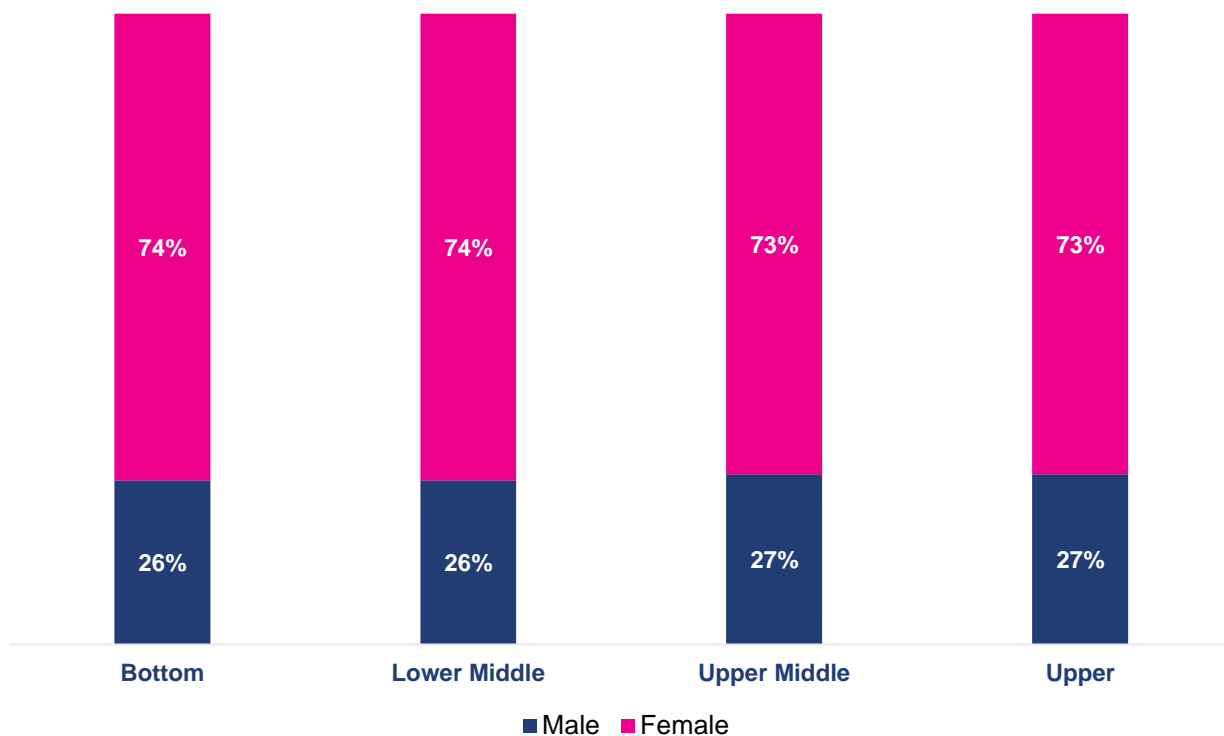
On the snapshot date women made up 70.2% (182) of the full-time relevant employees and men 29.8% (77). Despite the mean gender pay gap we can see that this is reflected equally throughout the quartiles.

Quartiles 2019(Fig. 1)



If we compare this year's data to the snapshot date in 2018 (Fig. 2), we see that there has been an overall reduction in headcount as last year there were 292 employees in total, of which 73% were women and 27% were men.

Quartiles 2018 (Fig. 2)

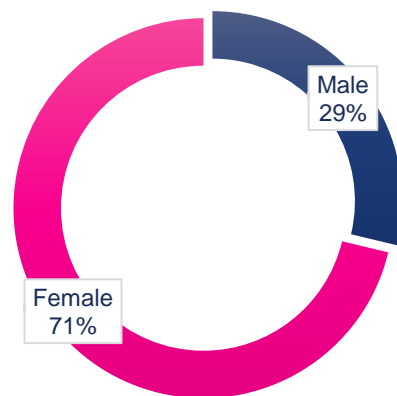


Workforce Statistics on 5th April 2019

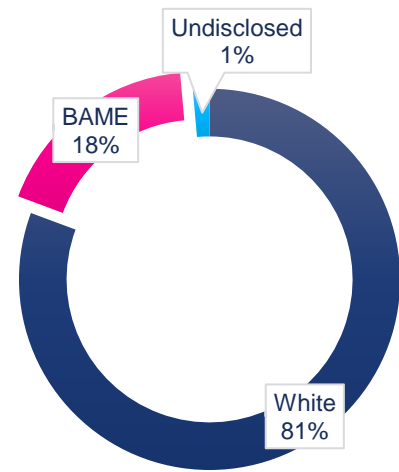
We had a total of 268 employees and 9 of those did not qualify as full-time relevant employees so were not included for the purposes of calculating the gender pay gap. Seven were women on maternity leave, one was a woman on sickness absence.

Women made up 71% (191) of the workforce and men 29% (77). The executive team was made up of 9 people, 3 were women including the Chief Executive.

Employees by Gender

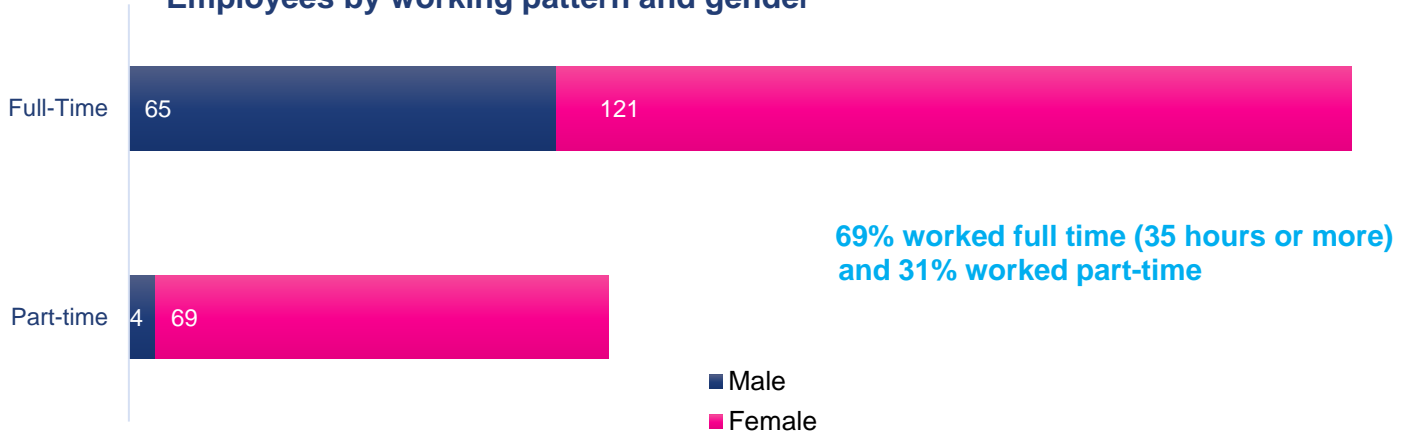


81% of the workforce were of a white ethnicity and 18% were black, asian or minority ethnic (BAME) and 1% chose not to disclose.



Employees by Ethnicity

Employees by working pattern and gender



This additional data is provided as part of our commitment to being open and transparent, and in order to more effectively identify the factors that might be driving our pay gap and help us to inform how we can improve. We consistently review our data with the intent to build and maintain a diverse workforce.

Taking Action

- We continue to ensure that our policies and practices are fair by regularly reviewing them and, where possible, adopting practices that support a diverse and flexible workforce. For instance, we have implemented ‘respect and inclusion’ training at our Induction programme, which is compulsory for new joiners.
- We continue to review our recruitment processes to ensure they are free from bias and fully inclusive. For instance, we conduct structured interviews and work with our Diversity Advisors to reduce unintended bias.
- Flexible working is very important to us and is open to all our employees. We believe that this approach contributes to our high rate of women returning to work and remaining with us following maternity leave.


Going forward

It is our aim to maintain a Gender Pay Gap as near to zero as we possibly can, but we acknowledge that in a small organisation a relatively minor change to the workforce can have a disproportionate impact on the figures.

We are determined to monitor our Gender Pay Gap and what drives it, so that we can address any gaps and ensure that men and women can progress equally within BITC.

Other Pay Gaps

We run and report the the data required of us which was pay, hours and gender to obtain the Gender Pay Gap data reported. It is our intention to measure the pay gap in other areas as well going forward, to ensure that there is pay equality across the organisation, e.g. gender pay gap by working hours and gender pay gap by ethnicity.



There is currently no legal requirement to report on ethnicity pay gaps, but we believe that it is incredibly important to do so and, have been encouraging organisations to also report this.

To calculate the ethnicity pay gap at BITC, we have used the following methodology. We measured the FTE contractual salary from every employee (as opposed to the full-pay relevant data that is used for Gender Pay Gap reporting) on 5 July 2019 and divided employees into two ethnicity groups, White and Black, Asian and Minority Ethnic, based on the self-declared ethnicity data that individuals have provided to us. We have a 99% self disclosure rate for our information on ethnicity.

By using the same calculation approach as that for the gender pay gap, but from contractual FTE pay, we can establish if there is a BAME pay gap in FTE salaries. The figure below represents the pay gap of white employees vs BAME employees shown as a percentage of white employee salary.

2.8%

The BITC BAME Mean
Pay Gap 2019

If we then look at our female employees and compare all BAME female categories against all white female categories, we see that the mean pay gap is small. This means that our BAME female population are paid on average 3.13% less to our white female population.

BITC BAME mean pay gap female - 3.13%

Taking the same approach and comparing all BAME male categories against all white male categories.

BITC BAME mean pay gap male – 1.62%

Whilst we see a small pay gap amongst BAME males and their white colleagues, there is a greater gap between females.

We already have initiatives in place within the recruitment process to encourage and promote diversity and inclusion, such as working with our colleagues in the Cultural Awareness Network to eliminate any bias in the shortlisting process for roles, and monitoring the locations we advertise in, to ensure we are attracting a diverse talent pool.

Going Forward

We are keen to reduce our BAME pay gap and will monitor and review our data to ensure that we can act on the insights it gives us.



Declaration

I confirm that our pay gap data for 2019 has been calculated according to the requirements of the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

A handwritten signature in black ink that reads "E Partridge". The signature is written in a cursive style with a large initial 'E'.

Emma Partridge
Head of Human Resources