



The Prince's
Responsible
Business Network



BUSINESS IN THE COMMUNITY GENDER PAY GAP REPORT 2021

2021 was another challenging year for us all with the pandemic continuing to disrupt our usual way of life, and many people forced to juggle work and caring responsibilities at an unprecedented scale.

Research led by our Gender Equality team found that one of the main challenges of the past two years has been the disproportionate financial impact that the pandemic has had on women. This is why now, more than ever, as we begin to return to normal life, we must all start measuring and reporting our gender pay gap. Even if you are not legally required to report and publish this information for your organisation, we must ensure that we are working together to create a more equal and fairer society for everyone. If you need guidance on how to start your journey, visit BITC's [Gender Pay Gap Reporting Dashboard](#) to understand the benefits of being transparent.

At the moment, there is no legal requirement for Business in the Community to measure and report this data, but as we encourage and support other organisations to do this, we must lead by example.

Our 2021 gender pay gap is -2.5% but this is not a cause for complacency, and we will continue to measure and monitor our data.

Similarly, one of the key calls to action in our Race at Work Charter is to capture ethnicity data and publish our progress to ensure a transparent workplace for diversity fairness. This report is also published separately on our website.

We all have a role to play in creating a fairer society.



Amanda Mackenzie OBE, Chief Executive, Business in the Community

Gender Pay Gap Reporting

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. Figures are calculated by measuring the gross per hour salary rate after salary sacrifice (pension and childcare vouchers) on the snapshot date each year (5th April).

Gender Pay Gap vs Equal Pay

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

Therefore, 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 always have equal and fair pay for all our colleagues, and we are proud to be a real living wage employer.

National Data

The UK median gender pay gap for *all employees* is 15.4%¹

This means that by calculating the hourly pay of all employees, both part-time and full time and fixed-term and permanent, women's hourly earnings, on average, are 15.4% less than men.

Among *full-time employees only* the UK median gender pay gap is 7.9%².

The significant difference can be explained by sector comparison. Part-time workers on average tend to be paid less per hour than full-time employees³; this is due to the nature of the roles being predominantly in the unskilled service and hospitality sector.

1

<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2021#main-points>

2

<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2021#main-points>

³ Full time as defined by the ONS is 30+ hours per week.

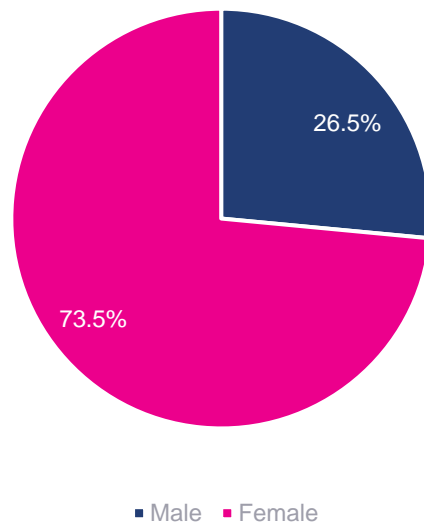
As 42% of women in the UK work part-time and 15% of men work part-time⁴, the figure that includes *all* workers is comparing median hourly salaries across non-comparable sectors and contractual hours, and as such is a less reliable indicator of a pay gap. We have reported on our pay gap for both all employees and full-time employees separately, for transparency and accuracy.

BITC Gender Pay Gap Reporting

In line with The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, Business in the Community is not required to report our gender pay gap⁵, as our headcount falls below the prerequisite 250 employees on the snapshot date of 5th April 2021. However, we take our responsibility to report fully to our employees, members, and stakeholders seriously, so we have decided to not only report on gender pay gap and ethnicity pay gap which will be reported separately on our website, but to include our Northern Ireland colleagues in our calculations for complete transparency.

About BITC

Payroll relevant employees by Gender



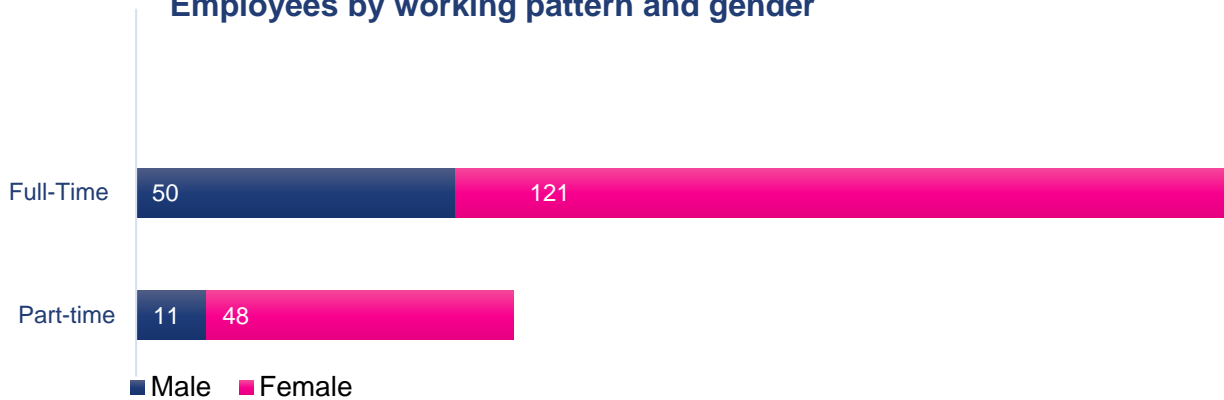
We are a medium size employer with 235 colleagues on the snapshot date of 5 April 2021. For the purposes of reporting our gender pay gap we removed a total of 5 female employees who were not payroll relevant as they were on maternity leave. This means these calculations are based upon a headcount of 230 people.

The table above shows the breakdown of the payroll relevant employees by gender.

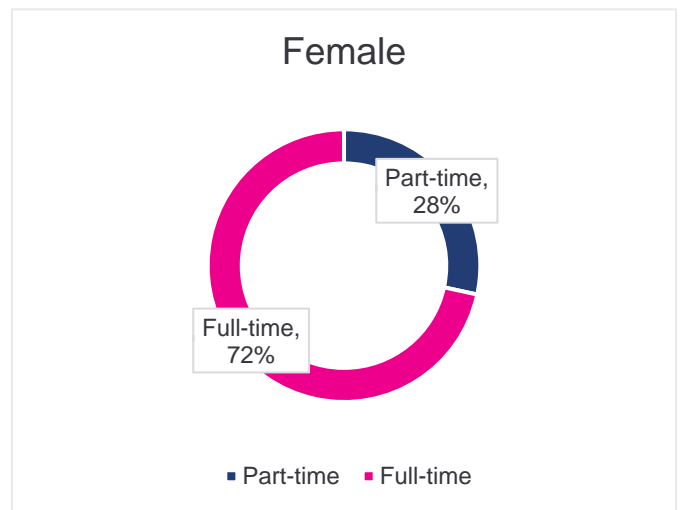
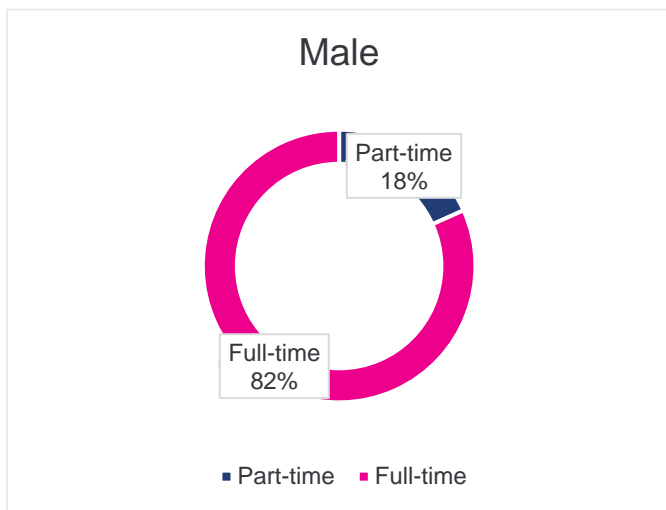
⁴ <https://blog.ons.gov.uk/2019/04/16/decoding-the-gender-pay-gap-how-a-bletchley-park-codebreaker-helped-explain-a-strange-paradox/>

⁵ <https://www.gov.uk/guidance/who-needs-to-report-their-gender-pay-gap>

Employees by working pattern and gender



If we look at the proportion of full-time and part-time employees of the 230 that were used to calculate the gender pay gap, we can see the female colleagues make up 81% of those who work less than 35 hours per week.



Methodology

To calculate our gender pay gap, 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 calculates the difference as a percentage of the men’s salary. The same method 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.⁶

⁶ <https://www.gov.uk/guidance/making-your-gender-pay-gap-calculations>

Our Pay Gap – All Colleagues

 Male Mean
£24.59

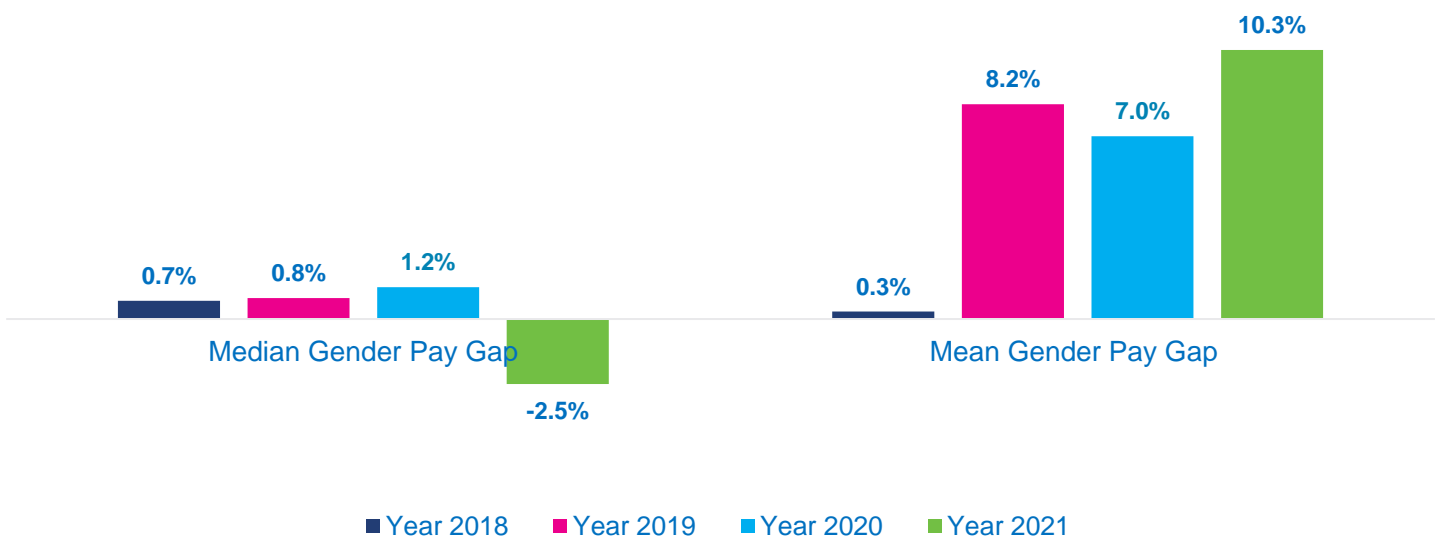
 Female Mean
£22.06

Our mean gender pay gap for all colleagues is **10.3%**

 Male Median
£21.26

 Female Median
£21.79

Our median gender pay gap for all colleagues is **-2.5%**



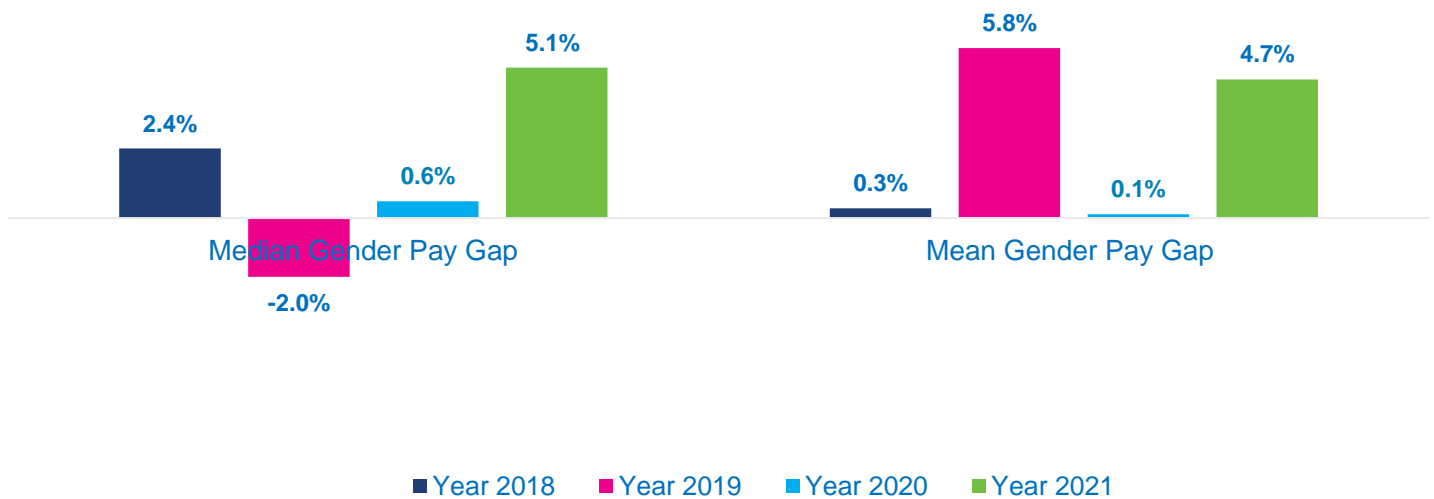
Our Pay Gap – Full-time Colleagues Only



Our mean gender pay gap for full-time colleagues is **4.7%**



Our median gender pay gap for full-time colleagues is **5.1%**



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?

Our median gender pay gap for all colleagues is -2.5% in favour of female employees. This means that on average women are paid 2.5% more than men on the snapshot date.

Our mean gender pay gap for all colleagues has increased from 7% to 10.3%. This seems to be in contradiction to the decrease in median pay gap, but for the purposes of recording our gender pay gap we use the median figure as this is how the national statistics are reported by the ONS. We also note that we are working with small and uneven data sets such as our total male colleague population which is disproportionately smaller 26.5% (61) than the female population 73.5% (169) and less evenly distributed.

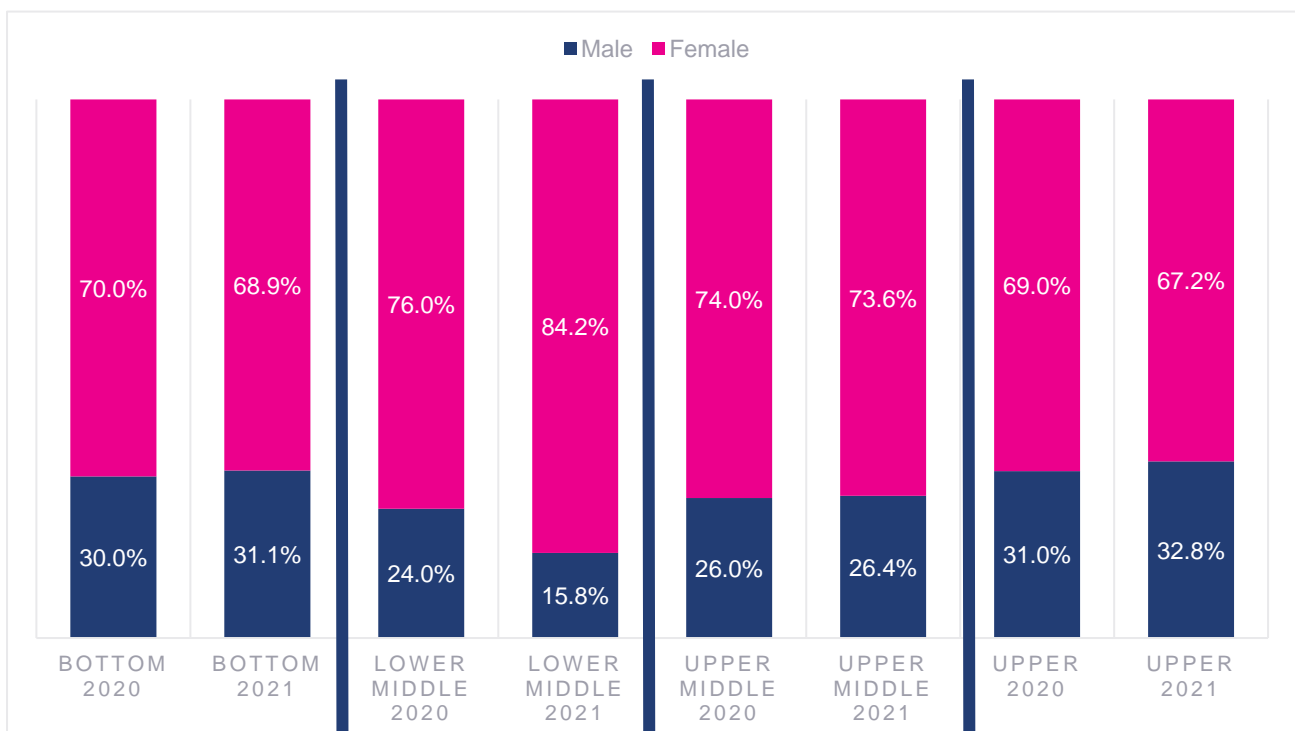
Looking at the full-time only population, we can see the figures are much closer together with a median gap of 5.1% and a mean gap of 4.7%.

This indicates we have a small gender pay gap in these roles and is something we will continue to monitor.

Whilst we are not required to report on this set of figures it is important to us to form a full picture of where we need to address any imbalance.

Quartile Data

Quartiles 2021



We note that in three quartiles the gender distribution remains similar to last year's data. The most noticeable change is in the lower middle quartile where the male headcount has decreased by 8.2%. As stated previously, in a data set this small this represents a change of approximately 4 male colleagues.

In conjunction with the overall headcount decrease from 274 last year to 230 on the snapshot date, we are cautious not to use this as a stand-alone indication but to monitor the longer-term trend.

This additional data is provided as part of our commitment to being open and transparent, and 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 adopting practices that support a diverse and flexible workforce. For instance, we continue to ensure our inclusion and diversity and flexible working policy reflects our hybrid approach to home and office working.
- We continue to ensure our recruitment policy and processes are both free from bias and fully inclusive. For instance, we continue to utilise observers in all our shortlisting and interviews to reduce unconscious bias and upskill hiring managers to reduce unintentional bias.
- We are currently working with our recruiting partners and experts to explore ways that we can maximise candidate attraction leading to more diverse applicant pools. We want our roles to appeal to every member of the community in which we work and BITC to be seen as an employer of choice.

Going Forward

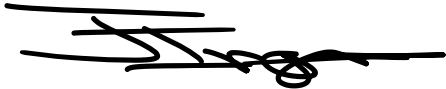
It is our aim to maintain a gender pay gap as near to zero as we possibly can, but we acknowledge that in a small organisation a relatively minor change to the workforce can have a disproportionate impact on the figures.

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.

We will continue to monitor and review our data to ensure we maintain our focus on full inclusivity - gender, ethnicity, age and disability.

Declaration

I confirm that our pay gap data for 2021 has been calculated according to the requirements of the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.



Jane Ingram
Head of Human Resources