



UKAS Gender Pay Gap Report 2018

Introduction

UKAS is pleased to be publishing its annual gender pay gap report which relates to UKAS employees only and shows a snapshot of the gender pay gap as at 5th April 2018.

Gender pay gap is a percentage of the difference between the average earnings of men and women in an organisation. As a broader measure it looks at the difference between the average earnings of men and women (irrespective of roles and seniority), across all jobs at all levels within an organisation. The gender pay gap is not the same as equal pay. Equal pay is related to men and women being paid equally for equal work.

As per the Gender Pay Reporting legal requirements our calculations are based on employee gender and involve carrying out six calculations as outlined below.

The outcomes provided through our analysis highlight:

- The differences in mean hourly pay as at 5th April 2018.
- The differences in median hourly pay as at 5th April 2018.
- The differences in the mean and median bonus payments
- The total distribution of bonuses to male and female employees
- The percentage of male and female employees in each hourly rate quartile.

The mean and median gender bonus gap considers bonus pay received in the 12 months leading up to 5th April 2018, including annual bonus and staff awards given out through the various reward and recognition schemes within the organisation.

Pay quartiles look at the proportion of men and women in four pay bands when we divide our workforce into four equal parts.

The Data

As at the snapshot date the gender makeup of the organisation is now in favour of women who constitute 51% of the workforce and men who constitute 49% of the workforce, compared to 48 % women and 52% men in the previous reporting year.

Mean and Median Gender pay gap

The mean gender pay gap is the difference in average hourly rates of pay that male and female employees receive. This gives an overall indication of the gender pay gap by taking all hourly rates of pay and dividing the total by the number of people in scope.

	Full Pay Employees
Mean Pay Gap	21.64%

The median gender pay gap shows the difference in the midpoints of the ranges of hourly rates of pay for men and women by ordering individual rates of pay from lowest to highest and comparing the middle value.

	Full Pay Employees
Median Pay Gap	11.80%

Women's mean hourly full pay gap is 21.64% lower than men and women's median hourly full pay gap is 11.80% lower than men. This has gone up in comparison to the numbers reported last year whereby the mean hourly full pay gap was at 18.63% and the median hourly full pay gap was at 6.86%.

Mean and Median Gender bonus gap

The mean gender bonus gap is the difference in average bonus pay that male and female employees receive.

UKAS has a discretionary performance bonus policy to recognise any exceptional contributions in the business. For this calculation bonus includes any annual bonus and staff awards given out through the various reward and recognition schemes within the organisation.

Mean Bonus	
Mean Bonus Pay Gap	22%

The median gender bonus gap shows the difference in the midpoints of the ranges of bonus pay received by men and women.

Median Bonus	
Median Bonus Pay Gap	67%

Women's mean bonus pay is 22% lower than men and women's median bonus pay is 67% lower than men. This has gone up in comparison to the numbers reported last year whereby the median bonus gap was at 11.18% and the median bonus gap was at 0%.

Proportion of Males and Females receiving a bonus

This is the percentage of men and women who received bonus pay in the 12 months leading up to the snapshot date of 5th April 2018. This calculation bonus includes any annual bonus and staff awards given out through the various reward and recognition schemes within the organisation.

23% of all relevant males and 34% of all relevant females received a bonus payment in the twelve months preceding the snapshot date. The numbers have moved in favour of women compared to those reported last year, where 39.55% of all relevant males and 39.84% of all relevant females received a bonus payment.

Pay quartiles

This is the percentage of male and female employees in four quartiles pay bands, dividing our workforce into four equal parts.

Quartile	2017		2018	
	Female %	Male %	Female %	Male %
Lower Quartile	77%	23%	88%	12 %
Lower Middle Quartile	44%	56%	37%	63%
Upper Middle Quartile	34%	66%	37%	63%
Upper quartile	37%	63%	42%	58%

The analysis shows the proportion of males and females in each quartile versus their hourly pay. Even though the proportion of women is higher within the lower quartile, there has been a relative rise in the proportion of women in the upper middle i.e. moving from 34% to 37% and upper quartile i.e. moving from 37% to 42%, over the last reporting year.

Why do we have a gender pay gap?

As of the snapshot period the gender split of the workforce at UKAS comprises of 51% women and 49% men, signifying a movement in the proportion of women in our workforce. That said, we do recognise that there are more women than men in our more junior roles and fewer women than men in our senior and management roles.

The sectors we predominantly work within specialise in Science, Technology, Engineering, Construction amongst many. These sectors invariably rely on a talent pool that is traditionally not been as gender neutral. Thus, there is a direct impact of this imbalance within the external industry upon us as an organisation.

UKAS has an average gender pay gap of 11.8% in favour of men which, is lower than the national average of 14 % for public sector and 17.9% across both public and private sectors.

Upon review of our workforce internally, we have an average pay gap of less than 4% in favour of men when looking at 64% of our workforce which comprises of our assessment managers, senior assessment managers and professional services specialists. That said, 62% of this group of our workforce comprises of men, which reflects the sectors that we operate in and recruit from.

What are we doing to bridge the gender pay gap?

Recruiting, retaining and developing a diverse and inclusive workforce

At UKAS, we have a fair and open recruitment policy, recruiting from a wide pool of candidates from relevant backgrounds with an aim to hire the most competent person for the role.

To ensure we are fair and consistent across the organisation;

- jobs at UKAS are advertised at all levels to encourage a diverse pool of applicants
- job adverts are gender neutral and we regularly scrutinise our recruitment process to eliminate bias, to further work on our diversity and inclusion agenda
- mixed gender interview panels are part of our recruitment process

Our annual employee engagement survey and internal feedback mechanisms give us the assurance that our employees can be themselves at work without fear of discrimination or gender bias enabling people from diverse backgrounds to be able to work alongside each other at UKAS.

Pay, benefits & career paths

We review our benefits package on an ongoing basis benchmarking these against prevalent market trends and identifying gaps where investment may be required. Each year the business considers recommendations from such reviews to incorporate policies and practices that bring us closer to industry practice.

UKAS has a gender-neutral approach to determining pay for the various roles within the organisation. Our range of benefits are available to current and prospective employees across the organisation, relative to their life cycle requirements.

Family friendly

We offer family friendly policies including maternity, paternity and parental leave. We also offer flexible working opportunities including term-time, part time and reduced hours opportunities.

We are in the process of evaluating initiatives that would focus on returnship programs for those that have taken a career break, including mothers.

Board and senior management

At UKAS, the company's board has a 30% representation by women as part of the membership. This is extremely positive to see given a government backed review found that one in four companies in the FTSE 350 have just one woman on their board – with the others as all-male boards currently still in existence. Equally the company's senior management team has a 48% representation by women with majority of them holding key positions as Section or Functional Heads within the organisation.

We know that in order to improve the culture of our business so that all employees are able to thrive in their career we need to start at the top. We are committed to engaging with our employees to put practices in place to address our gender gap issue. We do recognise that our gender pay gap data suggests that we need to do more to create opportunities for women to progress. We are constantly working towards how we recruit, promote and retain our employees, how we treat everyone around us, and how we deliver on what we do.

Our corporate values have recently been refreshed with the engagement of our people to include a behaviour statement placing high priority on being consistent, collaborative and constructive across the organisation. Our aim is to focus on providing a working environment that supports talent development regardless and embraces diversity, including with regards to gender.

We are conscious that our gap has seen a small increase since last year, due to an increase in the proportion of women in the lower pay quartiles. There is some work to be done, but we have to recognise that to an extent we are driven by the market and therefore we cannot transform overnight. However, as a business and an Executive team we have a strong commitment to inclusion, diversity and would look to invest in initiatives that help us bridge this gap.

A handwritten signature in black ink, appearing to read 'Matt Gantley', written in a cursive style.

Matt Gantley
Chief Executive