

Gender Pay Gap Report



2019

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 pay during 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 2019 for ordinary pay and bonus pay calculations are based on a reference period of 12 months (6th April 2018 – 5th April 2019).

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:-

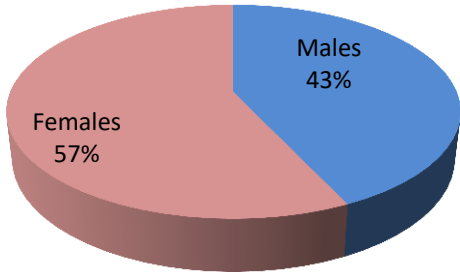
- Any member of staff who is not receiving full pay when the 'snap shot' data is taken. For example those employees on statutory maternity pay, sick pay or parental leave.
- Overtime pay (including Waiting List Initiatives)
- Expenses, for example mileage for use of vehicle
- Salary sacrifice schemes

Gender Pay Gap Report 2018 is available at [GPGR 2018](#).

At a glance – our gender pay gap:

The Company employed 607 staff on the snapshot date of 5th April 2019.

Gender Split



Gender Pay Gap: 5th April 2019



£14.43

Mean
17.51%



£11.91



£11.82

Median
7.96%



£10.88

Bonus Gap: year up to 5th April 2019



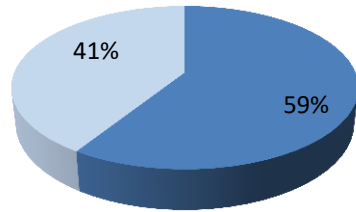
The above table shows QEF's mean and median gender pay gap based on hourly rates of pay as at the snapshot date 5th April 2019. It also captures the mean and median difference between bonuses paid to men and women at QEF in the year up to 5th April 2019.

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.

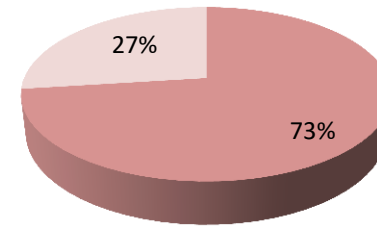
% Males Paid Bonus

■ Paid Bonus ■ Not Paid Bonus



% Females Paid Bonus

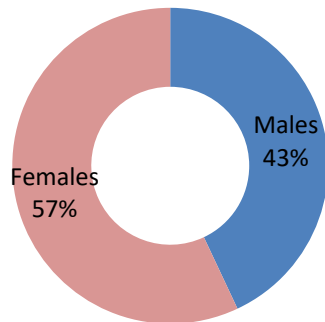
■ Paid Bonus ■ Not Paid Bonus



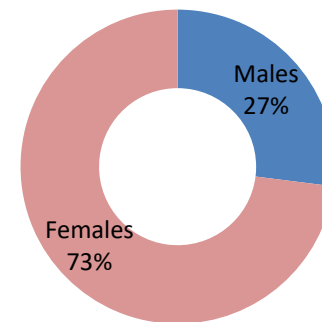
Proportion of male and female employees in each quartile of the pay structure

These graphs show the workforce composition in each pay quartile. There are more women in the lower, lower middle and upper middle quartiles, with a significantly higher percentage in the lower middle quartile. By comparison there are a higher percentage of males in the upper quartile.

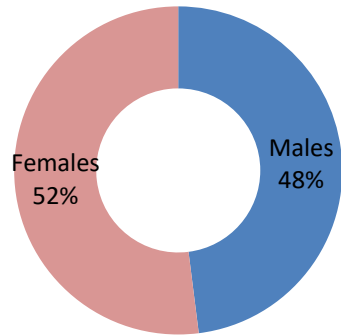
Lower Quartile



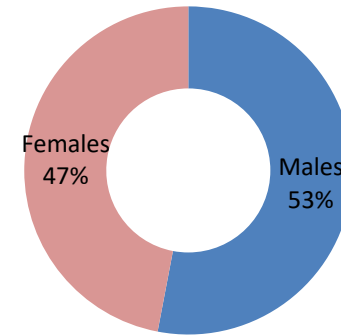
Lower Middle Quartile



Upper Middle Quartile



Upper Quartile



Summary analysis of Gender Pay Gap

The overall gender pay gap is a high level, non-adjusted indicator of male and female earnings. 57% 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. There are significantly more male employees in the lower quartile than in 2018, whilst in the lower middle quartile there are approaching three times the as many females as there are males yet this position has not significantly changed from 2018. 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. The Company aims to undertake further analysis to better understand the gender pay gap report results and the reasons behind the pay and bonus pay gaps.

Summary analysis of Bonus Pay Gap

The elements classed as bonus for the purposes of this report relate to a former senior management scheme and two performance agreements related to service quality and attendance for specific staff groups.

Bonus payments were made to 67% of staff in the relevant period; 73% of females and 59% of males. Female employees received an average of £596 per employee whilst male employees received an average of £1517 per employee. The difference between the average payment made to male employees and female employees is 60.74% - our mean bonus pay gap. Our mean bonus pay gap in 2018 was 54.67%. The bonus pay mean gap has increased reflecting the higher number of males in the upper quartile. The median bonus pay gap has however slightly decreased from 54.67% to 53.2% over the two years.

2018 to 2019 Gender Pay Gap Comparison

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

Data Category	2018	2019	Comments
Total number of employees	591 – 59% female and 41% male	607 – 57% female and 43% male	Our overall workforce has increased slightly, with marginally more male recruits than female.
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%	Our overall number of female employees has slightly decreased, yet the ordinary mean pay gap and ordinary median pay gap have both decreased. 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 gap has increased reflecting the higher number of males in the upper quartile. The median bonus pay gap has however slightly decreased.
Bonus pay	The % of staff receiving a bonus	The % of staff receiving a bonus	The staff numbers receiving a bonus payment have remained relatively static. The value of the award increased for males. The

	payment was 73% of eligible females and 59% of eligible males. The average payment being £462 versus £850.	payment was 73% of eligible females and 59% of eligible males. The average payment being £596 versus £1517.	removal of the senior management performance scheme in 2019/20 will assist in addressing this in the 2020 Gender Pay report.
--	--	---	--

Action to reduce the pay and bonus gap

Actions were identified as a result of the previous gender pay gap reports and as these are still relevant, work will continue to implement them.

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. We are confident that training opportunities are open to all employees and are actively promoted.

Statement

I confirm QE Facilities Ltd is committed to the principle of gender pay equality and has prepared its 2019 gender pay gap results in line with mandatory requirements.

Peter Harding
 Managing Director
 March 2020

Signature



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