

GENDER PAY GAP REPORT 2021



U N I C U S

Gender Pay Gap Report 2021

UNICUS is a wholly owned subsidiary of The University of Sheffield, and usually processes a monthly payroll for up to 450 staff. UNICUS operates a number of distinct commercial services, including cafes, hotels and hospitality venues within the University campus. However, due to the COVID-19 Pandemic, there has been a large impact on our staffing numbers and the monthly payroll has dropped over the past 12 months to an average of 260 employees. This is due to employing a large number of casual workers.

The Gender Pay Gap measures the difference in average hourly pay between women and men across the workplace. The reporting of the Gender Pay Gap will be on an annual basis in line with legislative requirements, enabling UNICUS to compare our position and evaluate the contribution we are making as an organisation.

To support this, our approach to pay is gender neutral by design. This is outlined below where our Median percentage pay gap remains to be 0% compared to the UK national median of 18.4 % and our Mean percentage pay gap has reduced to 3.31 % compared to 7.75% in 2019 and 4.36% in 2020.

From the summary below, the gender pay report for UNICUS provides an insight into the equality of pay within our workplace which forms part of our wider objectives of equality, diversity and inclusion. Year on year since the introduction of Gender pay reporting, we have seen a closure of this gap.

Fig 1.

Mean Percentage Difference

is the average % difference between male and female pay

3.31%

Median Percentage Pay Gap Difference

The median is the value separating the higher half of a data sample (i.e. taken from the full salary report for males & females). In simple terms, it is the “middle” value % of the data set

0%

The figures above capture our overall mean and median gender pay gap. This demonstrates that although our figure is significantly below the UK national average percentage there is still a pay gap, which is attributed to the fact that within the organisation UNICUS aims to attract and retain a diverse workforce that reflects the community we work within. To support this the organisations approach to pay is gender neutral by design- UNICUS pays male and females equally for equal roles. However the organisation recognises that for individual senior roles we are market driven to attract and retain the calibre of staff required for these roles and will have to be able to pay competitive salaries. This is distinct from equal pay, which is the difference in pay between males and females doing similar jobs. Where we employ the largest numbers of staff within equal roles, there is no pay gap with the median hourly pay rate the same for females and males within UNICUS.

Below are the details of the percentage of men and women paid in each quartile (Fig 2). As per Fig 3, the proportion of Female staff employed continues to be higher, this is due to the nature of the job roles.

Fig 2.

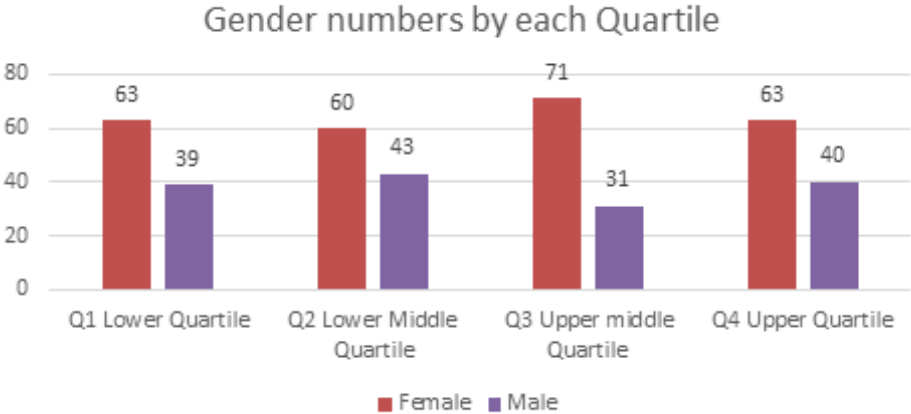
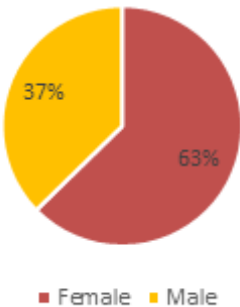


Fig 3.

Percentage of Female & Male staff within UNICUS



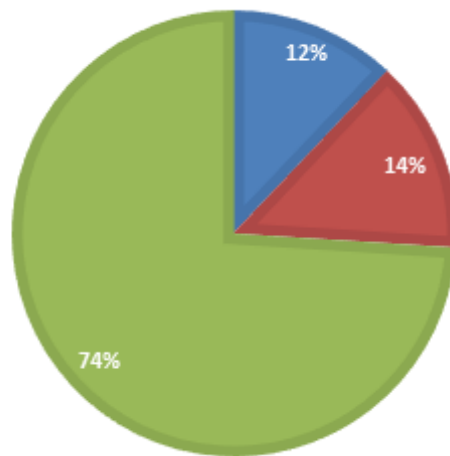
Annual Performance Related Pay Bonus

The annual Bonus (Performance Related Pay) payment as detailed in Fig4 is impacted by the fact that a large proportion of staff, both male & female are not eligible for a Performance Related Pay Bonus. The % of staff not eligible for bonus is high due to the increase of commercial outlets and temporary/ lower grade staff who are not eligible.

Fig 4.

PROPORTION OF STAFF ELIGIBLE FOR A BONUS

■ % of Female staff receiving a bonus ■ % of Male staff receiving a bonus
■ % of staff that are not eligible for a bonus



For the proportion of staff that are eligible, the annual performance bonus increases are based on a robust performance management system where individuals and teams are measured on meeting specific objectives that have been agreed.

For clarity staff that are eligible for PRP can receive an annual bonus payment of up to 5% of their basic annual salary calculated as follows:

- 2.5% based on achieving personal objectives
- 1.25% on the financial performance of the department where the individual is based
- 1.25% on the overall company financial performance in achieving its budget

However, the annual median gender bonus gap is 18%. This gap is impacted by the number of female staff that work flexible reduced or part-time hours in contrast to their male colleagues that work full-time, therefore although their hourly rate is comparable their annual salary and bonus payment are a pro-rata amount of an equivalent full-time colleague's.

Our Focus

Within UNICUS, we are committed to creating a workplace that is flexible and truly representative, where each member of staff are respected, supported and able to develop to their full potential. We are committed to rewarding our staff fairly and take action to improve and promote gender equality as part of our re-numeration committee review cycle. Since the COVID-19 pandemic we have had a large proportion of our staff working remotely. We are committed to addressing and continuing to build on the following actions of Hybrid working following on from a survey of staff opinion. We continue to build on our existing flexible working polices, and offer support to working parents and staff that have caring responsibilities for children and adults, through offering flexible contracts of employment, encouraging returners from maternity/ paternity leave and career breaks. Additionally, through our Employee consultative committee (ECC) made up of staff representatives, we are reviewing our current policies and seeking to understand our staff's views and needs.

Caryn Masters

Director of Accommodation and Commercial Services

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