

# Gender Pay Report 2023

(For period April 2021 – April 2022) Reported as at 5<sup>th</sup> April 2022

Gender Pay Gap legislation (developed by the Government Equalities Office) introduced in April 2017 requires gategroup to report on legal entities with 250+ employees to publish statutory calculations every year showing any pay gap between their male and female employees.

As per the government requirements for gender pay reporting, this report reflects Gate Gourmet London Limited employees, who were working on a full-time basis as at 5<sup>th</sup> April 2022.

## Definitions



### What is the gender pay gap?

The gender pay gap shows the difference between the average (mean/median) earnings between men and women. The calculation is influenced by a number of factors including education level, occupation and the demographics of our workforce. It enables us to assess our level of equity in the workplace, male and female participation and how effectively our talent is being maximised.

### What Is Equal Pay?

Equal pay is the difference between men and women who carry out the same job, similar jobs or work of equal value - it is unlawful to pay people differently according to their gender.



### What does it all mean?

If we have a particularly high gender pay gap, it can indicate that we have a number of issues to address, and the individual calculations may help to identify what those issues are.

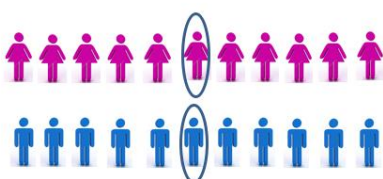
### What are we required to report on?

- mean gender pay gap in hourly pay
- median gender pay gap in hourly pay
- mean bonus gender pay gap
- median bonus gender pay gap
- proportion of males and females receiving a bonus payment
- proportion of males and females in each pay quartile

### What are the calculations used?

#### Mean Pay Gap

The mean gender pay gap is the difference in the average hourly pay for women compared to men, within our company.



#### Median Pay Gap

The median represents the middle point of a population of people. If you lined up all the women within our company and all the men, the median pay gap is the difference between the hourly rate of pay for the middle women compared to that of the middle man.

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## Gate Gourmet London Limited – Gender Pay Analysis

At Gate Gourmet London Limited, we value our people and want them to build a career with us. Our success relies on our diverse and high-performing teams delivering world-class service across the globe. We are committed to equality, diversity and inclusion in everything we do.

### Coronavirus (Covid-19)

The Covid pandemic has had a significant impact on the numbers being reported in this year’s submission. As we emerged from the Covid-19 pandemic, we continued to make use of the Coronavirus Job Retention Scheme (CJRS), a high proportion of employees were either furloughed or on short-time working arrangements, which does not give a true reflection of females in our business. As per the Gender Pay Reporting Guidelines, these colleagues were removed from the gender pay gap calculations.

In line with guidance from the ONS, our focus remains on longer-term trends rather than year-on-year changes, particularly in light of the unprecedented impact of the Covid on our operations during the course of 2021/2022.

## What are the calculations telling us?

There has been an improvement year on year in three main areas :

These areas are as follows:

- ✓ **The hourly rate of pay**, in terms of the mean calculation in comparison to last year’s figure, the hourly rate of pay continues to decrease meaning there is smaller gap, between male and female hourly pay.



**The lower quartile** of male employees decreased by 7.5% and female employees increased by 7.5% from last year. This quartile represents operational roles and continues to show a good improvement from last year’s report, but also a continued improvement year on year



- ✓ Over the course of the 2 previous tax years the number of females has increased whilst our male population decreases.



Tax Year	No. of Males	No. Of Females	% Males	% Females
2021/22	426	292	59%	41%
2020/21	492	284	63%	37%

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## Breakdown of the Calculations

### Hourly Rate Gender Pay

- Overall, the levels of hourly pay in all areas are lower than last year's report.
- Both the mean and median pay gap is higher than last year's report, the median has seen a significant increase of 11.3%.
  - However, our gender pay gap results in the median hourly rate is driven by the number of Driver roles that are currently held by men, out of 82 positions, one is held by a female. The under-representation of female drivers is an issue that we will continue to address.

Mean Hourly Rate	
Male Hourly Rate of Pay	£17.73
Female Hourly Rate of Pay	£15.35
<b>Difference</b>	<b>£2.38</b>
<b>Mean Gender Pay Gap</b>	<b>13.4%</b>

Median Hourly Rate	
Male Hourly Rate of Pay	£13.82
Female Hourly Rate of Pay	£10.47
<b>Difference</b>	<b>£3.35</b>
<b>Median Gender Pay Gap</b>	<b>24.2%</b>

**NOTE:** This does not reflect the pay awards that took place in Q2 of this year and backdated to 1<sup>st</sup> April, after the gender pay gap submission date.

### Bonus Gender Pay

- The mean bonus gap has significantly decreased from last years report **by (52.8% last year)%**.
- The median bonus gap has significantly decreased from last years report which we believe has been accredited to the fact that we had less white-collar employees working during the period whom all have bonuses and allowances as part of their pay.
- These figures include employees who were on our Long-Term Incentive Plan (LTIP) and Short-Term Incentive Plan (STIP). It also includes employees who received a bonus for their long service.
- A higher number of roles eligible for incentive payments were generated due to emerging from the Covid-19 pandemic, and the requirement for significant project management/business change activities which were populated by more females than males.

Mean Bonus	
Male Bonus	663.50
Female Bonus	3,555.08
<b>Mean Bonus Gender Pay Gap</b>	<b>-435.8%</b>

Median Bonus	
Male Bonus	146
Female Bonus	147.20
<b>Median Bonus Gender Pay Gap</b>	<b>-0.8%</b>

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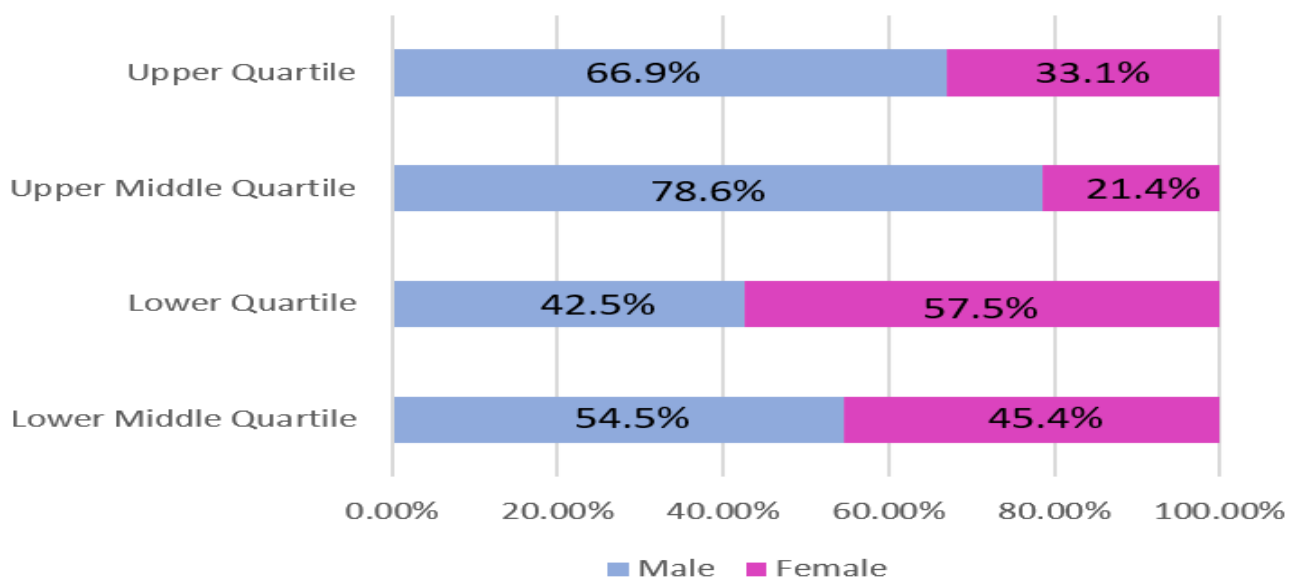
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## Pay Quartiles

This involves dividing the total list of employees into 4 quartiles, with an equal number of employees in each section. From highest paid to lowest paid, these quartiles are:

- **Upper Quartile** – Male number has decreased by 3.8% from last year whilst the female number has increased from last year by 3.8%.
- **Upper Middle Quartile** – Male number has increased by 4.8% from last year. The female number has decreased from last year by 4.8%.
- **Lower Middle Quartile** – Male number has decreased by 12.2% from last year. The female number has increased from last year by 12.2%.
- **Lower Quartile** – Male number has decreased by 7.5% from last year. The female number has increased from last year by 7.5%.

Quartile Placement	Male		Female		Quartile Total
	No. of Employees	%	No. of Employees	%	
Upper Quartile	103	66.9%	51	33.1%	154
Upper Middle Quartile	121	78.6%	33	21.4%	154
Lower Middle Quartile	84	54.5%	70	45.5%	154
Lower Quartile	65	42.5%	88	57.5%	153
<b>Total</b>	<b>373</b>		<b>242</b>		<b>615</b>



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## What actions are being taken?

We remain committed to our diversity agenda, and to reducing our Gender Pay Gap. Our actions can be broken down into the following categories:

### Apprenticeships

- ✓ Managing Gate's Supply & Delivery Service - A 12-18-month programme, gaining a Level 3 qualification. Our third cohort ran from January 2022 – June 2023 with an almost 50/50 split between male and female Apprentices, despite emerging from Covid-19 we were able to continue to facilitate the course virtually which proved very successful in the previous year, as all our Apprentices achieved a distinction.
- ✓ Specialist apprenticeships – which includes but not limited to, qualifications in HR/Finance/Health & Safety as well as utilising Apprenticeships as part of our attraction strategy for specialist roles such as Chefs.

### Attraction & Retention of Talent

- ✓ Our approach to attracting the right talent is to diversify where we advertise our roles, looking at not only generic job boards, but also more direct routes such as a referral scheme, extending our social media platform.
- ✓ We are re-invigorating our careers outreach activity to promote career options where females are currently underrepresented (for example: Drivers)
- ✓ We will review our Driver attraction collateral to ensure this supports our aim of increasing our number of female drivers
- ✓ Our processes are reviewed and updated regularly to ensure we identify and secure talent, whether it be internally and externally, with a view of retaining and attracting a diverse workforce.
- ✓ We promote hybrid working arrangement for non-operational roles.
- ✓ Training and briefing of managers to ensure recruitment and selection processes are utilised and consistently applied to ensure fairness.
- ✓ We have assessed and improved our benchmarking processes to ensure the roles are classified before selection and both internal and external tools are utilised such as our Workday HR System and Mercer.

### Celebrating our Diversity

- ✓ We continue to acknowledge international women's day and international men's day and look for opportunities like these to ensure we discuss the importance of Diversity in our workforce.
- ✓ Equality and Diversity is an important part of our people strategy moving forward.
- ✓ We are reviewing our HR policies to ensure they meet our D&I objectives.
- ✓ This year we are working with Gate Group to implement our ESG (Environmental, Social & Governance) framework.

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## Employee Assistance Programme/Be Supported

- ✓ We continued to extend our offering so that not only our employees, but their immediate families could benefit from the support. This programme offers support by an online portal which has a wide range of information including, articles, videos, fact sheets, podcasts etc covering everyday help and guidance. The offering also includes both male and female specific topics.
- ✓ Our Life Management Support Phone line is available 24 hours a day, 365 days of the year, giving employees a phone number to call and get support on matters such as finance, legal, consumer and health.

## Employee Engagement

- ✓ We have invested in how we communicate with our entire workforce across the business. From providing specific points of contact for various queries to dedicated email addresses for employees to be able to reach out. This has allowed employees to not only seek support from their line managers but also speak directly to subject matter experts for guidance and reassurance.
- ✓ Implemented recognition discount scheme which includes high street discounts to suit all demographic groups, including cycle to work scheme.

## Family Friendly Approach– Rotas & Part-Time Working

- ✓ We actively promote our Family Friendly working arrangements in order to attract different groups of people, into our business, who require flexibility including but not limited to, new mothers/partners, carers etc. For example, we have offered a 'school hour' rota in some of our operational units.
- ✓ We have also enabled employees to have longer periods of time off both male and female on unpaid sabbaticals.

## Home Working/Flexible Working

- ✓ Our Home Working Policy for our non-operational, office-based employees has proved successful, enabling our employees to obtain a good work-life balance arrangement.
- ✓ Our approach has been to continue this and provide our employees with longer term hybrid/agile working arrangements in conjunction with the work and role requirements.

## Labour Planning

- ✓ We have been regularly conducting extensive labour planning, by generating information, analysing it to inform future demand for people and skills based on current and future requirements in conjunction with customer and client services.

## Investment in Payroll, Benefits, Time & Attendance Systems

- ✓ We have invested and implemented new payroll, benefits, time and attendance systems, which will further support the reporting and analysis of our pay.
- ✓ This has improved our visibility and ability to assess trends and improve decision making.

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## In Summary

We have made some significant improvements to our infrastructure despite how the Covid-19 pandemic affected our business and the industry as a whole. We will continue to review Gender Pay as an important part of our people strategy.

### **Declaration**

*We confirm that the gender pay gap calculations for Gate Gourmet London Ltd are accurate and meet the requirements of the current regulations. The calculations and data contained in this statement have been fully reviewed by the Human Resources Director for Northern and Western Europe who confirms that the methodology provided in The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 has been applied correctly.*