

CATALYST CHOICES CIC

Employee Communication: Gender Pay Gap Reporting

We are an employer required by law to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

This involves carrying out six calculations that show the difference between the average earnings of men and women in our organisation; it will not involve publishing individual employees data.

We are required to publish the results on our own website and a government website.

We can use these results to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels
- how effectively talent is being maximised and rewarded.

The challenge in our organisation and across Great Britain is to eliminate any gender pay gap.

Further details about how we intend to tackle our gender pay gap can be found by:

- **talking to your supervisor or manager**
- **contacting your HR department**
- **participating in focus groups**
- **looking at our company handbook or website**

Gender Pay Reporting requires our organisation to make calculations based on employee gender. We will establish this by **using our existing HR and payroll records**. All employees can confirm and update their records if they choose to by contacting **our HR Department at Head Office**.

Our published results are as follows:

There is a 4.4% difference in the mean hourly rate of pay between Male and Female workers – this is the average paid across the board at Catalyst.

The difference in median hourly rate of pay between Male and Female workers is -0.04%.

In our organisation a bonus payment of 3% was made in 2018 to all eligible employees. The median bonus pay for women was 6.3% lower than men's. 100% of women received a bonus payment.

Managing Gender Pay Reporting

The final calculation was to split the data into quartiles to illustrate the percentage of Male and Female workers in each quartile:

<u>Pay Quartile</u>	<u>Male</u>	<u>Female</u>
Upper	7.6%	92.4%
Upper Middle	16.2%	83.8%
Lower Middle	5.9%	94.1%
Lower	13.4%	86.6%

The above calculations whilst representing the required data do not compare 'like for like' jobs but are an average across the board for all of the employees at Catalyst on the snapshot date of 02/04/2019.

While we are confident that men and women are paid equally for doing equivalent jobs across Catalyst Choices, the main reason for our organisation-wide gender pay gap is an imbalance of male and female colleagues across the organisation.

David Osborne
Managing Director