

# The ExtraCare

Charitable Trust

## Better lives for older people

### Gender Pay Gap – Reporting Date 2018

The ExtraCare Charitable Trust was established in 1988. We operate retirement villages and smaller housing developments around our Midlands base and further south.

**Our Vision** is better lives for older people.

**Our Mission** is creating sustainable communities that provide homes older people want, lifestyles they can enjoy and care if it's needed.

We currently have more than 3,802 homes within our Housing Schemes and Villages at different locations. These are available to older people in their local area for affordable rent, shared ownership and leasehold sale. Dependent on individual circumstances we can support residents with significant assessed care needs. Residents can access the Charity's Well-being service which helps residents monitor their health and lifestyle, ensuring early detection of potential health conditions.

Our Housing Schemes and Villages are supported by a team of 1447 staff, recruited to work with us directly. We are proud that over 85% of our care staff are qualified to RQF(NVQ) Level 2 in Health and Social Care (the national training requirement is 50%).

The Charity has Investors in People Gold Award status.

We also operate 51 ExtraCare Charity Shops. Income from our Charity Shops is used to support the more vulnerable people within our Schemes and Villages, through supporting different programmes including additional research.

With the introduction of the Gender Pay Gap reporting in April 2018 we have been actively ensuring as an organisation there is equality within our workforce, as a predominately care organisation there is a high proportion of female employees. We are confident our gender pay gap percentages do not reflect an equal pay issue. All similar roles regardless of who is employed within these roles are paid on the same pay scale.

The number of eligible employees as at the snapshot date (April 2018) was 1013. The difference between eligible and actual staff is only staff who were paid their normal salary are taken into consideration for reporting purposes. Any members of staff who were absence from work for any reason or who started and left within the period of April 2018 were not included within the report, as per legislative instructions.

Within this total figure the gender balance was: Male 11% Female 89%. We believe this split which is heavily female is due to the type of business activities we complete.

#### A: Gender pay Gap

The data which includes all permanent employees who have had no leave\* within the pay period, and shows the difference between the average hourly rate of pay\*\* of male and female employees.

Mean Gender Pay Gap: 13%

Median Gender Pay Gap: 12%

\*'Leave' refers to maternity, paternity, sick leave and long term disability

\*\*'Hourly rate of pay' includes basic pay and any other eligible allowances etc.

The median gender pay gap figure has improved upon the previous reported figure from 18% to 12%. We believe this is due to a restructure within our head office with senior leadership roles being created and filled by females. The mean gender pay gap has increased from the last reporting date of April 2017, this is due to our reduction in staff, and the percentage split. As there is now a higher percentage of females than males the average hourly rate has changed.

#### B: Bonus Gender Pay Gap

ExtraCare recently introduced a new bonus system for our sales staff, the number of employees who are entitled to this is less than 1% of the total employee population. The percentage split is Male 0.2% and Female 0.8%

The figures below are heavily in favour of females due to the majority of the individuals who are entitled to these bonuses being female.

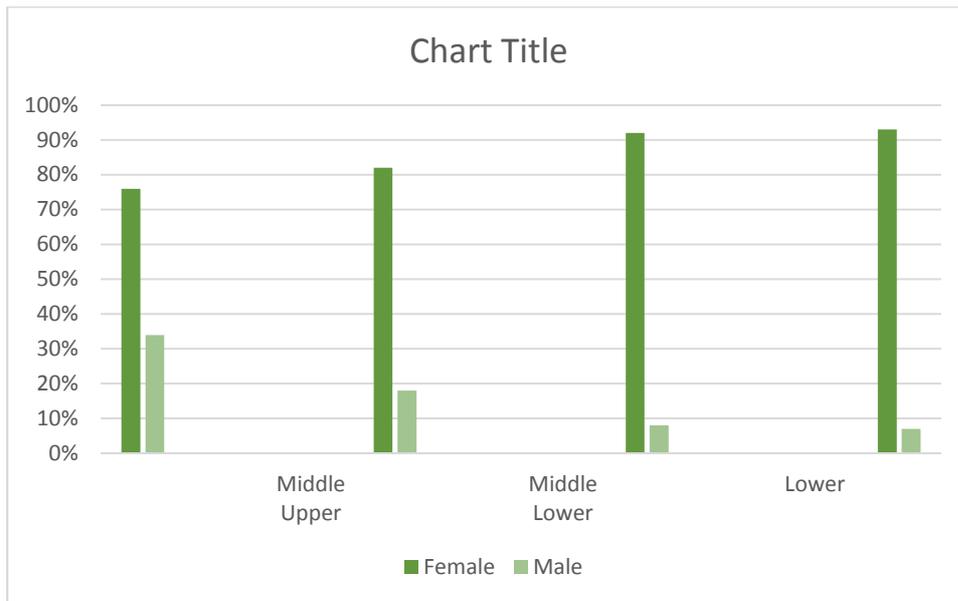
Mean Gender Pay Gap: -130%

Median Gender Pay Gap: -344%

The below chart shows the split between male and female within The ExtraCare Charitable Trust. As can be seen from the report we have a high proportion of females within each of the quartiles.

#### C: Male and Female Employees by Pay Quartile

Male and female employees in each pay quartile



89% of our workforce is female, which is typical of the sector we operate in. We have taken some additional advice on places and advertising techniques to ensure we attract males as well as females to all of our vacancies.

Other strategies which we are currently introducing include

- Pay Increase for April 2019 for all lower paid frontline staff was 5%, which was double the rest of the organisation, helping to reduce the gap within the lower quartiles.
- More flexible working practices – through our new People strategy we are looking at introducing better flexible working policies and working from home policies.
- Apprenticeships – With the introduction of the Apprenticeship Levy we have begun to encourage the use of apprentices within our different locations within a number of different roles and areas.
- More development/leadership development programme opportunities – Encouragement of development for our current employees giving the opportunities to progress in the organisation into leadership roles regardless of the individuals' gender.
- Encouragement of females returning to the workplace from career pauses – ability for part time hours and opportunities to job share will help with individuals looking to return to the workplace.

This year's median results have improved from last years, and with the implementation of our people strategy and changes within our recruitment campaigns we are confident our median results will improve year on year.

I confirm the above data is a true and accurate reflection of our gender pay gap reporting.

Chris Skelton

Executive Director – Corporate Resource.