

UK gender pay report 2020

Introduction



Our company's success is a result of the hard work and commitment of all of our employees, and we are dedicated to ensuring that everyone is rewarded in a fair and equitable way.

In line with UK legislation, we are reporting our pay by gender for the first time. We have taken this opportunity to assess how fairly we pay women and men, and to understand any differences between their pay.

Three-quarters of our employees are women and one-quarter are men. Having analysed data from the UK across all roles, we are confident that women and men in equivalent roles are paid equally. Despite this, we do pay men more on average than women, because we employ more men than women in our most senior roles.

We have developed a data-driven action plan to optimize our gender balance across all levels of the company, with a focus on recruitment and career development, as well as supporting all individuals to take advantage of our flexible working policies to find the work-life balance that allows them to thrive.

Chris Winchester, CEO

Our employees

We are an award-winning HealthScience communications consultancy, with a successful track record of more than 20 years of growth in people and revenues since our founding in 1998.

On 5 April 2020, we had more than
300 employees globally,
including 255 people based in the UK

Our UK workforce was ...

75.3%	24.7%
women	men

Our UK-based employees had a range of
tenures with the company:

8.6%	for more than 10 years
53.4%	for 2–10 years
38.0%	for less than 2 years

Statutory reporting requirements

- Since 2017, UK legislation has required all companies with 250 employees or more to report their gender pay data every year.
- These data compare the average pay for women and men across all roles, and must include:
 - average differences in hourly rates of pay
 - the proportion of women and men in each quartile, based on hourly rates of pay
 - the proportion of women and men receiving bonus pay
 - average differences in bonus pay.
- We have chosen to expand our analyses and have included additional data in our report.
- All data are accurate as of the snapshot date of 5 April 2020, in line with the UK Government's Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Pay for women and men

Were women and men in the same roles paid equally?

Based on analyses of data from our UK offices, we are confident that, overall, women and men in the same roles were paid equally.

We compared the hourly rate of pay for women and men across all roles in which we employed at least one woman and one man. Across these 18 roles, the difference in hourly rates of pay favoured women for nine roles and men for nine roles, and the difference for 14 of these 18 roles was 6.0% or less.

Were women and men represented equally across all levels of our company?

The breakdown of our UK workforce by quartile (Table 1) shows that, relative to the overall gender balance of our company, we employed proportionally more men in higher-paid roles and fewer men in lower-paid roles – this is driving a gender pay gap.

Based on the snapshot of data on 5 April 2020, our overall mean gender pay gap was 20.6% and our overall median gender pay gap was 15.5%.

The differences in the average hourly rates of pay by gender in each pay quartile were lower than the overall values and were below 3.5% in three quartiles, but there were substantial differences in the highest pay quartile.

Table 1. Proportion of women and men, and average difference in pay by quartile (on 5 April 2020).

Quartile based on hourly rate of pay	Proportion of employees, %		Mean difference, %	Median difference, %
	Women	Men		
Upper	64.1	35.9	14.6	7.5
Upper-middle	74.6	25.4	0.3	2.2
Lower-middle	79.7	20.3	2.1	3.2
Lower	82.8	17.2	0.2	1.7

What is the gender pay gap?

The gender pay gap is the difference in the calculated hourly rate of pay between women and men across all roles. The value is given as a percentage of the average male earnings. A positive value indicates that the hourly rate of pay is higher for men than women, whereas a negative value indicates that the rate is higher for women.

What is equal pay?

Equal pay directly compares whether women and men doing the same or equivalent work are paid equally. This is therefore not the same as the gender pay gap.

How are pay quartiles determined?

Pay quartiles are calculated by arranging each employee from lowest to highest based on their hourly rate of pay, and then splitting that list into four groups of equal size.

Pay for women and men (continued)

Did we recruit equal proportions of women and men across all levels of our company?

Our analyses of the 12 months before 5 April 2020 reassure us that there were no barriers to the recruitment of women into senior positions.

During this period, we recruited substantially more women than men across all levels (Table 2). At each level, the gender balance was largely consistent with our overall UK workforce. These data do highlight, however, that we need to work hard to attract more men to our business at all levels.

Table 2. Recruitment by gender (during the 12 months before 5 April 2020).

Role	Proportion of employees, %	
	Women	Men
Entry-level	81.6	18.4
Mid-level	61.1	38.9
Senior-level	80.0	20.0

Did we promote equal proportions of women and men in our company?

Women and men had equal opportunities for promotion during the 12 months before 5 April 2020. Of the 60 employees who were promoted during this period, 76.7% were women and 23.3% were men. These values closely align with our overall gender balance.

How was gender assigned?

This report is based on legal gender categories. We acknowledge that some of our people may self-identify differently.

What are medians and why are they used?

The median is a type of average taken from the middle of a list ordered from highest to lowest. Medians are a useful way to indicate the typical situation because they are not distorted by a small number of outliers.

Bonus pay for women and men

What was the difference in the average bonus pay between women and men?

All roles at Oxford PharmaGenesis are eligible for bonuses. During the 12 months before 5 April 2020, 86.5% of women and 82.5% of men received a bonus. The mean bonus pay gap was 52.5% and the median bonus pay gap was 46.4%.

What was driving the difference in the average bonus pay between women and men?

We had proportionally more men than women in the most senior roles that attract the highest salaries. This had an impact on the average bonus value because our bonuses are linked to salary.

In addition, our bonuses are paid *pro rata*. This means that people who worked less than full time, or who worked less than the full 12-month period, were typically eligible for smaller bonuses. This adjustment disproportionately affected women.

Women represented 91.7% of people who worked less than full time; 22.9% of our female employees and 6.3% of our male employees worked less than full time. In addition, 98.8% of the time taken for parental leave during the 12-month bonus period was taken by women.

What is the bonus pay gap?

The bonus pay gap considers the total value of any bonuses that each person received in the 12 months before 5 April 2020. Unlike the hourly rates of pay used to calculate the gender pay gap, the bonus pay gap does not consider differences in contracted working hours.

Our action plan

We understand the importance of optimizing the gender balance across all levels of our company, and ultimately in eliminating any overall differences in the average rates of pay for women and men. We have developed a data-driven action plan to help us to achieve this, focusing on three key areas: recruitment, flexible working, and career development and support.

Recruitment

We recruit far fewer men into our business than women, particularly into entry-level roles. We will endeavour to work hard to identify more male candidates with suitable experience so that we can optimize the overall gender balance of our company at all levels.

Flexible working

We offer flexible working to all of our employees, including less-than-full-time contracts, adjusted working patterns and paid parental leave. The majority of those who currently utilize these options are women. We need to understand whether there are barriers to men accessing flexible working, and we are particularly keen to support men to take parental leave.

Career development and support

We have more men than women in senior roles. We need to ensure that women are receiving appropriate support to balance their career ambitions with non-work commitments.



Recruitment



Flexible working



**Career development
and support**

Being Oxford PharmaGenesis



During the past year, it has been more important than ever to ensure our people know they are our main priority. Living these values through such challenging times has resulted in both our UK and US offices achieving the Great Place to Work accreditation, as well as their Excellence in Wellbeing award.

We have continued to listen to our colleagues through regular surveys and open channels of communication, which has helped us to adapt to the ever-changing situation and to improve how we operate. We have focused on the key aspects that matter most to them. For example, we have led more overt efforts to discuss equality, diversity and inclusion (EDI) both internally and externally within our sector, and we will be working with our passionate EDI advocates to ensure that we continue to promote an open and inclusive workplace.

There has never been a more exciting time to be part of Oxford PharmaGenesis, as we continue to grow and to work collaboratively on making a real difference both inside and outside our company, to make the world a better place.

Sharon Frost, Global HR Director

