

Capital Outsourcing Group

Gender Pay Gap Reporting: Supporting Statement

Introduction

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

This involves carrying out six calculations that show the following metrics:

- The difference in the mean pay of full-pay men and women in our organisation, expressed as a percentage;
- The difference in the median pay of full-pay men and women in our organisation, expressed as a percentage;
- The difference in mean bonus pay of men and women in our organisation, expressed as a percentage;
- The difference in median bonus pay of men and women in our organisation, expressed as a percentage;
- The proportion of men and women in our organisation who received bonus pay; and
- The proportion of full-pay men and women in our organisation in each of four quartile pay bands.

The figures have been reached using the mechanisms that are set out in the Regulations.

We are required to publish the results on our own website and a government website. We do this each year. The results for the snapshot date for April 2018 and hereby provided below within this statement.

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 contacting our HR Department.

Gender Pay Reporting requires our organisation to make calculations based on employee gender. We have established this by using our existing HR and payroll records.

Our Organisation & Who Is Within Scope

Capital Outsourcing Group is a national high-volume recruitment business which supplies large national and international organisations. We are required to include in these calculations temporary workers supplied and payrolled by ourselves in to these organisations. The industry sectors that these organisations fall within are: manufacturing, logistics and distribution, mainly physical and manual work. The organisations that we supply have set pay rates for each of the job roles and shift. Some roles carry performance related bonuses. The significant majority of our "employees" that fall within scope are agency workers as above.

In addition to the temporary workers supplied, our own internal employees are also within scope and their data has been used within the calculations as required by law. Our internal employees' roles include recruitment consultants, administrators and managers. Some roles carry performance related bonuses. We operate salary scales for each job role based on experience and competence.

We do acknowledge that some job roles and disciplines naturally attract a greater volume of candidates from a particular demographic whether that be working for our clients or internally. However, each role applied for, whether internal or external, has strict recruitment and selection procedures which are adhered to and jobs are offered based on competency, experience and attitude.

We adhere strictly to principles of equality and fairness in the way we treat internal employees and workers placed at our clients. We are currently reviewing our Equality & Diversity Policy and our internal HR procedures and do so on an annual basis. Our recruitment and selection procedures are subject to regular internal and external audit.

The Calculations & Results

The Calculations are as follows:

		2018
1.Your mean gender pay gap	1	-6.7%
2.Your median gender pay gap	2	3.02%
3.Your mean bonus gender pay gap	3	27.3%
4.Your median bonus gender pay gap	4	30.59%
5.Your proportion of males and females receiving a bonus payment	1	34.5%
	2	29.7%
6.Your proportion of males and females in each quartile band	Q1 M	78.87%
	Q1 F	21.13%
	Q2 M	80.28%
	Q2 F	19.72%
	Q3 M	83.10%
	Q3 F	16.9%
	Q4 M	83.10%
	Q4 F	16.90%

Statement Of Accuracy & Authorisation

I confirm that the information published online and within this report to be accurate.

Name: Charlotte Harkin

Signed:



Position: Group HR & Compliance Director