

## Gender pay gap report 5<sup>th</sup> April 2020

### Context

Action Sustainability Trading Ltd is a small business established in 2006 with a mission to inspire sustainable business. We are a values-led business, we donate 2.5% of our turnover to our not for profit sister company, Action Sustainability Community Interest Company Ltd whose mission is to build the body of knowledge around sustainable procurement.

### Employment

On 5<sup>th</sup> April 2020, we employed 20 people, of which all were full or part time salaried employees. 7 of our staff were male, 13 female. 3 out of our 5 highest salary earners were female.

### Mean/Median gender pay gap

Our mean gender pay gap is 13% compared to 17% last year. Our median gender pay gap is 14% compared to 8% last year. This is primarily driven by 100% of the people currently in our lowest paid role are females, primarily in our highly skilled events and marketing team. We also look to promote from within to give our lower earners the opportunity to grow their careers. We have promoted two members of this team recently but in both cases the best people we found to replace them were both female. We also had two highly paid females leave during the year who were not replaced due to business conditions and our desire to promote from within.

### Bonus

Our gender bonus gap is 95%. We have changed our bonus policy to offer all our staff the opportunity to earn bonus. However, the two owners of the business (both male) pay themselves salaries in the Upper-Mid Quartile to de-risk the businesses and reduce overheads but they can earn significant bonuses if the business goes well. The Covid 19 crisis and resultant trading conditions, bonuses this year are likely to be minimal.

### Quartiles

Our pay by quartiles is shown in the table below. This shows that the majority of our highest earners are female and the majority of our lowest earners are also female. The mean pay gap is distorted by the fact that we have a higher number of people in our lower earnings bracket. The high number of females in our business lead to all but one of the quartiles being female dominated.

Quartile	% Male	% Female
Lower	0%	100%
Lower Middle	20%	80%
Upper Middle	60%	40%
Upper	40%	60%

### Actions for 2020/21

- Actively target men to recruit into events and marketing roles if jobs become vacant
- Implement the bonus policy to ensure incentives are equitable for relevant roles
- Enhance our policy to grow talent and promote from within

**Shaun McCarthy OBE**

**Director**