



Diocese of Westminster

HUMAN RESOURCES DEPARTMENT

Gender Pay Gap Report

The Diocese¹ of Westminster comprises 212 parishes located within the boroughs of London north of the Thames and west of the Lea River, within the Borough of Spelthorne in Surrey, and within the County of Hertfordshire.

The Charity fulfils its purpose by offering religious and pastoral services, educational programmes, and charitable support and assistance to all who live within its borders: approximately 430,000 self-identifying Catholics and roughly 4.2 million other residents. The main vehicles for these ministries are parishes and chaplaincies, schools, and outreach agencies coordinated by Caritas Westminster.

Gender Pay Gap Reporting

Regulations introduced by the government require all employers with 250 or more employees to report the results of six calculations, based on a snapshot date of (in our case) 5th April 2018. The data employers are required to publish is:

- The mean gender pay gap in hourly pay, which compares the average hourly earnings of men and women.
- The median gender pay gap in hourly pay, which compares the hourly earnings of the man and the woman who are at the mid-point when all the hourly pay rates are listed in order from the lowest to the highest value.
- The mean gender pay gap in bonus pay.
- The median gender pay gap in bonus pay.
- The proportion of men and women who received a bonus payment.
- The proportion of men and women in each pay quartile.

The gender pay gap is a measure of the difference between men's and women's average earnings across an organisation, expressed as a proportion of men's earnings.

¹ The Westminster Roman Catholic Diocesan Trust (the **Charity**)



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Gender Pay Gap Data 2018

The data below shows staff employed by the diocese. Please note that clergy of the diocese are self-employed office holders and are therefore not included in this data.

Mean Gender Pay Gap in Hourly Pay	28.1%
Median Gender Pay Gap in Hourly Pay	12.1%

No bonus payments are made to any employees.

The proportion of male and female employees in each pay quartile pay is as follows:

		Male	Female
Gender Pay Gap Quartiles :	Upper	39.3%	60.7%
	Upper Middle	19.1%	80.9%
	Lower Middle	17.9%	82.1%
	Lower	21.8%	78.2%

Understanding Our Gender Pay Gap Data

The significant difference between the **mean** and **median** gender pay gap in hourly pay is the result of three separate influences:

- A significant difference between the number of male and female employees

75.5% of all the Charity's employees are female which, according to the UK Civil Society Almanac 2018, exceeds the 2017 average for the UK voluntary sector paid workforce (63% female).

This means that when calculating the mean gender pay gap, data for male employees at the upper end of the pay scale has a much greater influence on the average hourly pay rate for male employees than does the equivalent data for female employees at the upper end of the pay scale. This is one of the main reasons why the Charity believes the median gender pay gap is a more representative measure of the underlying employee data.



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- An uneven distribution of male and female employees between the curia and the parishes

Employees of the diocese work within two separate activities, the curia and the parishes, which have very different employment characteristics. The curia is the part of the Charity responsible for its central organisation and administration to achieve its purpose. A significant proportion (46%) of those employed in the curia work full time. Parishes are the parts of the Charity responsible for its local organisation to achieve its purpose. Those employed in the parishes typically work part-time – in fact just 8% of parish employees work full time. The most common paid roles within the parishes are administrative assistants, cleaners, and musicians.

- An imbalance of male and female employees across the pay quartiles

In three of the four pay quartiles (lower, lower middle and upper middle), the employee balance is roughly 80% female to 20% male, a ratio of 8:2. In the upper quartile this balance dramatically changes to about 60% female to 40% male, a ratio of 3:2. Indeed, the biggest concentration of female employees of the Charity is in the lower middle quartile.

This imbalance between the quartiles is a significant driving force behind the Charity's median gender pay gap, though it still compares favourably with the ONS figure for all employees of 17.9% in 2017.

Taken together, the above three influences indicate that the majority of the Charity's female employees are in roles that are predominantly available within the parishes, which are part-time but also lower paid, whereas the majority of the Charity's male employees are in full-time roles which are higher paid predominantly within the curia. This mirrors the situation for the UK as a whole.



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Closing the Gender Pay Gap

The Diocese of Westminster welcomes people of all backgrounds to work with us in providing religious, pastoral, social outreach and educational programmes. In support of our clergy and volunteers, paid staff are employed at:

- Parishes and Westminster Cathedral;
- Caritas Bakhita House, our refuge for trafficked women;
- Caritas Deaf Service;
- Caritas St Joseph's Hendon providing education and therapy for adults with disabilities;
- Caritas outreach teams in parishes and a Social Enterprise hub at Wembley;
- Youth Ministry team and Youth Retreat Centre at SPEC in Pinner;
- Property department at Hendon;
- Agency for Evangelisation and departments including Chancery, Communications, Data Protection, Education, Finance, Fundraising, Human Resources, Information and Communications Technology, Tribunal, Maintenance and Safeguarding at Vaughan House in Westminster;
- Diocesan Archives in Kensington;
- Seminary at Allen Hall in Chelsea and
- University Chaplaincy at Gower Street.

We offer a range of flexible benefits and continue to review these alongside our annual salary review. Retention of staff is good and our turnover is lower than the national or London average. The diocese employs many long serving staff, some remain working with us beyond retirement age and 8 of our 10 longest serving employees are women.

Living Wage Foundation

The Diocese of Westminster recognises that fair wages are essential to the common good of our society. As part of its mission to support the poor and vulnerable, the Diocese is an accredited Living Wage Foundation organisation.

Therefore all of our employees receive at least £10.55 per hour in London and at least £9.00 per hour outside of London.



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Flexible Working Arrangements

We provide opportunities for flexible working, including part-time or term-time working, compressed and annual hours (where it fits with the operational needs of the department).

We are pleased that 100% of our maternity leavers returned to work with us following maternity leave (2018).

For difficult times we also offer compassionate leave and time off for emergencies involving a dependant.

Childcare Vouchers

The diocese offers employees the opportunity to access childcare vouchers where savings are made by buying childcare vouchers through a salary sacrifice scheme.

Statement of Accuracy

I confirm that the information contained in this report is accurate.

Ann Hayward
Director of Human Resources