

## Gender Pay Gap Report 2022

### Introduction

This report publishes the Gender Pay Gap data for Oxford Biomedica UK Ltd as at April 2022. The snapshot date was 5<sup>th</sup> April 2022.

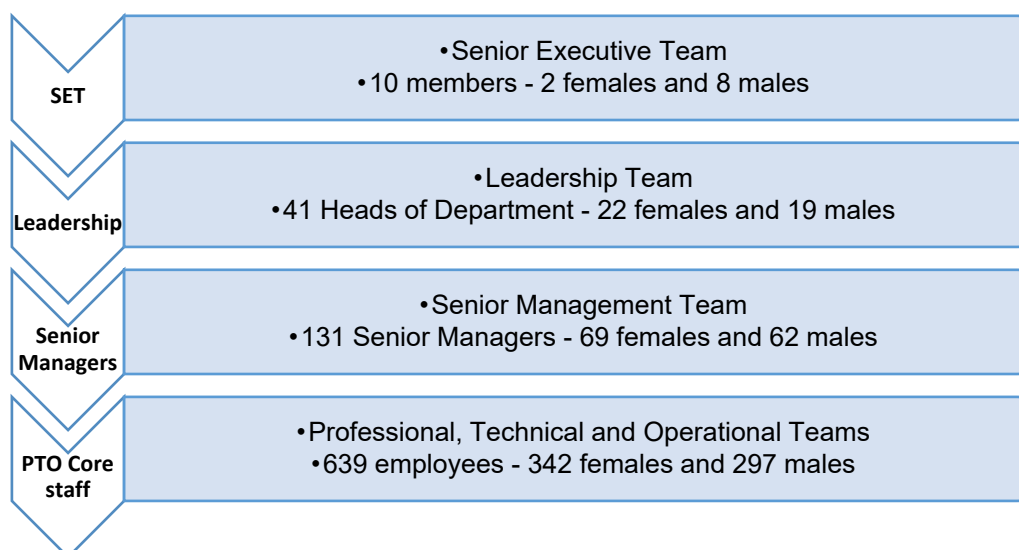
821 employees were categorised as “relevant employees” and used in the reporting of bonus pay gap statistics. 801 employees were classified as “full-pay relevant employees” and were used in the reporting of hourly pay gap statistics.

### Structure of Company

At the snapshot date, the “relevant employees” workforce was structured as follows:

	Total	Female	Male	Female	Male
Executive	10	2	8	20%	80%
Managers	172	91	81	53%	47%
Non-Managerial Staff	639	342	297	54%	46%
<b>Total</b>	<b>821</b>	<b>435</b>	<b>386</b>	<b>53%</b>	<b>47%</b>

With greater analysis of the management population, the “relevant employees” workforce of the Company is structured as follows (April 2022):



The total number of “full-pay relevant” female employees in the Company (422 – 52.7%) outnumbers the number of “full pay relevant” male employees (379 – 47.3%).

### *Oxford Biomedica Management Structure*

The SET level population consists of higher paid roles predominantly populated by males (80%), while the Professional Technical and Operational population consists of lower paid roles which are predominantly populated by females (53.5%).

Within this whole structure, the total number of female employees in scientific, technical and engineering roles in the company (336 – 40.9% of total employee population) outnumbers male employees (278 – 33.9% of total employee population) in those same areas.

### Gender Pay Gap

The **mean gender pay gap for Oxford Biomedica is 17.65%**. The monetary amounts behind this figure are:

- A mean male hourly rate of £33.77
- A mean female hourly rate of £27.81
- Or an absolute difference of £5.96 per hour

Compared to 2021, the mean gender pay gap for the Company has **increased** by 6.15 percentage points (2021: 11.5%).

The **median gender pay gap for Oxford Biomedica is 4.42%**. The monetary amounts behind this figure are:

- A median male hourly rate of £25.00
- A median female hourly rate of £23.90
- Or an absolute difference of £1.10 per hour

Compared to 2021, the median gender pay gap for the Company has **increased** by 0.92 percentage points (2021: 3.5%).

### Pay Quartiles

Oxford Biomedica pay quartiles, percentage in each band (number of employees in each band).

Band	Description	Males	Females
A	Includes all employees whose standard hourly rate places them <b>in the lower quartile</b>	37.3% (75)	62.7% (126)
B	Includes all employees whose standard hourly rate places them <b>in the lower middle quartile</b>	51% (102)	49% (98)
C	Includes all employees whose standard hourly rate places them <b>in the upper middle quartile</b>	48% (96)	52% (104)
D	Includes all employees whose standard hourly rate places them <b>in the upper quartile</b>	53% (106)	47% (94)
All Bands	All employees	47.3% (379)	52.7% (423)

### Gender Bonus Gap

The **mean gender bonus gap for Oxford Biomedica is 47.89%**. The monetary amounts behind this figure are:

- A mean annual male bonus of £9,229.65
- A mean annual female bonus of £4,809.69
- Or an absolute difference of £4,419.96

Compared to 2021, the mean gender bonus gap has **increased** by 2.99 percentage points (2021: 44.9%).

The **median gender bonus gap for Oxford Biomedica is 9.45%**. The monetary amounts behind this figure are:

- A median annual male bonus of £2362.20
- A median annual female bonus of £2138.91
- Or an absolute difference of £223.28

Compared to 2021, the median gender bonus gap has **increased** by 1.05 percentage points (2021: 8.4%)

The proportion of male employees receiving a bonus is 90.16%

The proportion of female employees receiving a bonus is 91.03%

*The figures set out above have been calculated using the standard methodologies used in the Equality Act 2010 (gender pay gap information) Regulations 2017.*

### **What are the underlying causes of Oxford Biomedica's gender pay gap?**

The Company's gender pay gap has increased in 2022, following three consecutive years of decrease in pay gap (2021 – 11.5%; 2020 – 18.0%; 2019 – 21.7%).

There are a number of factors which have been investigated to understand what may be contributing to Oxford Biomedica's gender pay gap, and why the gap has increased from the previous year.

#### *Reward Principles*

Oxford Biomedica is committed to offering highly competitive reward packages for all staff, with salaries that are benchmarked against the local pharmaceutical market. Since 2019 the Company has used a system of role grading to provide a framework against which roles are sized and rewarded, and in 2022 undertook an review to ensure all employees were fairly placed within their pay range for their competency.

The Company has reviewed the distribution of salary in this 2022 review process and has found that there was fair application across genders at each level, with no evident bias in the process. Oxford Biomedica is therefore confident that its Reward Principles are fairly applied, and that the increase in gender pay gap is not due to conscious or unconscious decisions to pay men and women differently for the same or equivalent work.

Every employee at Oxford Biomedica, subject to service criteria, is eligible for consideration to receive a discretionary annual bonus which is dependent on achievement of both company and personal objectives. Bonuses are based on a bonus target, which is based on the individual's level of seniority within the company. Following a reduction of the bonus pay gap in 2021 following the launch of this bonus scheme, the Company's bonus pay gap has increased slightly in 2022.

The Company again has examined the distribution of bonus payments in 2022 and has found that there was fair application across men and women at all levels. The Company is therefore confident that the increase in the gender bonus gap is not a result of unfair distribution of bonus between men and women, instead it is likely related to the causes of its increase in gender pay gap as the actual bonus received by employees is calculated from base salary.

In addition, it is notable that 84.2% of part-time employees at Oxford Biomedica are women; this contributes toward the overall gender bonus gap as bonuses are calculated on a percentage of actual earnings, and bonus pay gap calculations do not take into account how many hours an employee works.

#### *Workforce*

Since the 2021 Gender Pay Gap report, the population of 'relevant employees' has increased from 698 employees to 821. A larger proportion of new employees joining the Company were female, recruited into lower graded Professional, Technical and Operations roles. Oxford Biomedica's Reward Principles

involve placing employees within pay ranges according to their role and level of competency, therefore less experienced employees who are newly recruited into roles are more likely to be placed lower in the range than existing employees who have more experience and competence within their role. Whilst it is encouraging that more females are being recruited into more traditionally male dominated roles, this has meant that these employees were therefore more likely to receive salaries which were lower in the pay ranges for their role, which has lowered the overall average hourly pay for female employees across the Company.

Although there were more females recruited into Professional, Technical and Operations roles, the Company recognises that certain departments within these areas continue to have a higher proportion of male employees. These departments are more likely to consist of roles which are eligible to receive allowances for unsocial hours or flexible shift working which have been included within the Pay Gap calculations, which increases the average hourly pay for males in these areas, despite base salaries being equitable according to experience and competency across genders.

The Company continues to focus on development and progression of its employees, which was demonstrated in a change in proportion of female employees in upper-middle and upper quartiles in 2021, resulting in the male to female ratio at these levels closely reflecting the male to female ratio across the Company. This has continued in 2022, with a further increase in the proportion of females at the upper-middle quartile in the Company (2022 - 52% female; 2021 – 48% female) and overall balance across its quartiles. However, it is recognised that the proportion of females has slightly decreased in the upper-quartile of the Company as a result of a larger proportion of newly recruited males into more senior positions (2022 – 47% female; 2021 – 51.2% female). In addition, the senior executive level of the Company continues to be predominantly populated by men in higher paid roles (commensurate to the level and responsibilities of such roles), and the number of males at this level has increased in 2022 to 8 (2021 – 6 male) with the number of females remaining the same as 2021. This combined with the higher percentage of males in the upper quartile of the Company in 2022 has drawn the overall average hourly pay of males upward, increasing the overall gender pay gap.

### **What is Oxford Biomedica doing to address its gender pay gap?**

Oxford Biomedica is committed to the principle of equal opportunities and equal treatment for all employees, regardless of sex, race, religion, belief, age, marriage or civil partnership, pregnancy/maternity, sexual orientation, gender reassignment or disability. It has a clear policy of paying employees equally for the same or equivalent work, regardless of their sex (or any of the other characteristics set out above).

Following the development of a Diversity and Inclusion strategy in 2022, the Company is undertaking a review of its policies to ensure they are free of bias, and provide equal opportunities and treatment for all employees. As part of the Equality, Diversity and Inclusion action plan, Oxford Biomedica plans to implement several new policies to support employees and women in the workplace, including the introduction of a Menopause Policy and review of its parental policies. In addition, the Company intends to set up Employee Resource Groups to champion and support Diversity and Inclusion across the business, and is considering one such group to focus on supporting and empowering women, with an emphasis on encouraging women in leadership.

Oxford Biomedica will continue to regularly review its recruitment practices, including monitoring of starting salaries, and will continue to undertake regular review of its reward principles and practices, job roles, and pay structures to ensure fairness and parity.

The Company remains committed to the development of its employees and developing its role framework to encourage internal career development opportunities, and is confident that all employees are offered equal opportunity to progress within the business.

The Oxford Biomedica Management Development Program continued to run in 2022, available for all people managers. The program consists of core and supporting modules to help develop management competency across the business. In addition, the Company continues to run Senior Leadership Development Events where men and women at senior leadership level are provided with structured strategic training. The informal mentoring program, introduced in 2021, additionally provides

opportunities for both men and women across the company to take ownership of their development and gain valuable knowledge and skills from others in the business. The Company also intends to introduce structured diversity training for managers and all employees.

Oxford Biomedica is confident its gender pay gap does not stem from paying men and women differently for the same or equivalent work. Rather its gender pay gap is the result of the dispersal of genders across roles within the organisations and the salaries that these roles attract, particularly at the executive level. The increase in pay gap from 2021 is largely a result of a larger proportion of newly recruited female employees into lower graded roles which has impacted on the average hourly pay for women in the Company.

Oxford Biomedica is committed to addressing its gender pay gap through the continued focus on Diversity, Inclusion and Equality policies and practices, consistent review of its reward principles and mechanisms for structuring and delivering such arrangements, and by providing structured performance management processes and continued development opportunities to help all employees achieve their full potential.

I, Stuart Paynter, Chief Financial Officer, confirm that the information in this statement is accurate.

Signed:



Dated: 03 February 2023