

## Gender Pay Gap Report 2023

### Introduction

This report publishes the Gender Pay Gap data for Oxford Biomedica UK Ltd as at April 2023. The snapshot date was 5<sup>th</sup> April 2023.

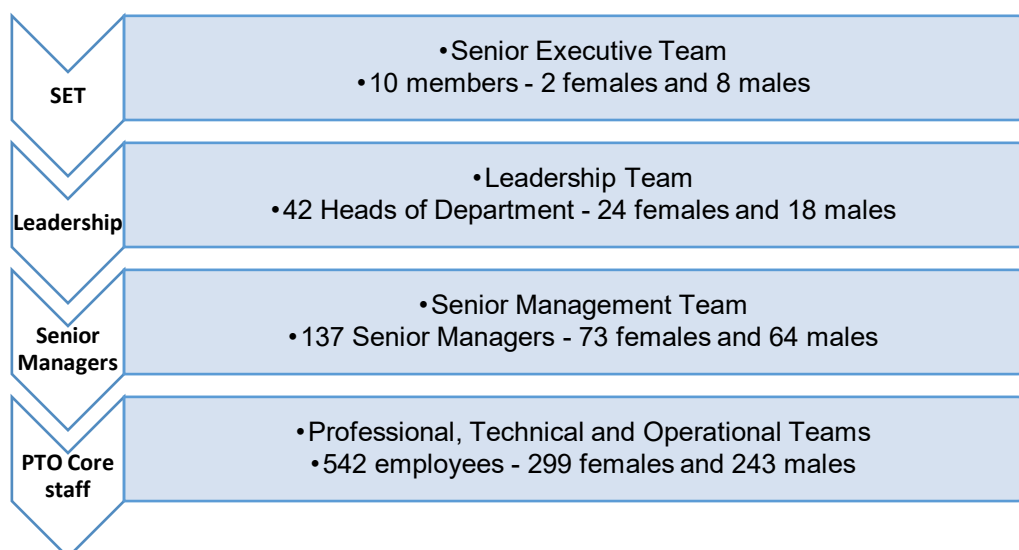
731 employees were categorised as “relevant employees” and used in the reporting of bonus pay gap statistics. 709 employees were classified as “full-pay relevant employees” and were used in the reporting of hourly pay gap statistics.

### Structure of Company

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

	Total	Female	Male	Female	Male
Executive	10	2	8	20.0%	80.0%
Managers	179	97	82	54.2%	45.8%
Non-Managerial Staff	542	299	243	55.2%	44.8%
<b>Total</b>	<b>731</b>	<b>398</b>	<b>333</b>	<b>54.4%</b>	<b>45.6%</b>

With greater analysis of the management population, the “relevant employees” workforce of the Company was structured as follows (April 2023):



The total number of “full-pay relevant” female employees in the Company (382 – 53.9%) outnumbers the number of “full pay relevant” male employees (327 – 46.1%).

### *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 continue to be predominantly populated by females (54.9%).

Within this whole structure, the total number of female employees in scientific, technical and engineering roles in the company (322 - 45% of total employee population) outnumbers male employees (285 - 39% of total employee population) in those same areas.

### Gender Pay Gap

The **mean gender pay gap for Oxford Biomedica is 14.1%**, decreasing by 3.6% compared to 2022. The monetary amounts behind this figure are:

- A mean male hourly rate of **£34.68** (increase of 2.7%, previously £33.77 in 2022)
- A mean female hourly rate of **£29.79** (increase of 7.1% previously £27.81 in 2022)
- Or an absolute difference of **£4.89** (previously £5.96 per hour in 2022)

The **median gender pay gap for Oxford Biomedica is 3.5%**, decreasing by 1% compared to 2022. The monetary amounts behind this figure are:

- A median male hourly rate of **£26.45** (increase of 5.8%, previously £25.00 in 2022)
- A median female hourly rate of **£25.53** (increase of 6.8%, previously £23.90 in 2022)
- Or an absolute difference of **£0.92** (previously £1.10 per hour in 2022)

### 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>	50.8%	49.2%
B	Includes all employees whose standard hourly rate places them <b>in the lower middle quartile</b>	45.2%	54.8%
C	Includes all employees whose standard hourly rate places them <b>in the upper middle quartile</b>	45.8%	54.2%
D	Includes all employees whose standard hourly rate places them <b>in the upper quartile</b>	42.7%	57.3%
All Bands	All employees	46.1%	53.9%

### Gender Bonus Gap

The **mean gender bonus gap for Oxford Biomedica is 34.4%**, previously 47.89% in 2022. The monetary amounts behind this figure are:

- A mean annual male bonus of **£6,473.61** (previously £9,229.65 in 2022)
- A mean annual female bonus of **£4,248.77** (previously £4,809.69 in 2022)
- Or an absolute difference of **£2,224.84** (previously £4,419.16 in 2022)

The **median gender bonus gap for Oxford Biomedica is 12.5%**, previously 9.45% in 2022. The monetary amounts behind this figure are:

- A median annual male bonus of **£2,399.63** (previously £2,362.20 in 2022)
- A median annual female bonus of **£2,100.36** (previously £2,138.91 in 2022)
- Or an absolute difference of **£299.27** (previously £223.80 in 2022)

The proportion of male employees receiving a bonus is 76.9%, and the proportion of female employees receiving a bonus is 81.9%.

*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 mean gender pay gap has decreased in 2023, following an increase in 2022 which had been preceded by three consecutive years of decrease in pay gap (2022 17.65%, 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.

#### *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 and using a system of role grading to provide a framework against which roles are sized and rewarded. Every employee at Oxford Biomedica, subject to service criteria, is additionally 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.

Oxford Biomedica regularly reviews the application of its reward principles, and is confident that the gender pay gap is not due to conscious or unconscious decisions to pay men and women differently for the same or equivalent work. In addition, the Company is confident that its 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 gender pay gap, as the actual bonus received by employees is calculated from base salary.

A notable contributing factor to the Company's bonus pay gap is that 78.9% of part-time employees are women, as bonuses are calculated on a percentage of actual earnings and the pay gap methodology does not take into account how many hours an employee works.

#### *Workforce*

Since the 2022 Gender Pay Gap report, the population of 'relevant employees' has decreased from 821 employees to 731.

The Company recruited a large number of lower graded Professional, Technical and Operations roles between 2021 and 2022, of which a larger proportion were female. As per Oxford Biomedica's Reward Principles, these employees were more likely to be placed lower in the pay range than existing employees who have more experience and competence within their role. The development of these employees' competencies between 2022 and 2023 has contributed to the decrease in its Gender Pay Gap in 2023, as these employees position in their pay ranges would have increased as their competency in the role developed.

However, the Company recognises that certain departments and roles which are eligible to receive allowances for unsocial hours or flexible shift working, continue to be predominantly male. Such allowances increase the average hourly pay for males in these areas, despite base salaries being equitable according to experience and competency across genders.

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), with the number of males (8) and females (2) at this level remaining unchanged since 2022. This impacts significantly on the mean gender pay gap as this increases the overall average hourly pay for males across the Company.

### **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). The Company regularly reviews its recruitment practices, including monitoring of starting salaries, and its reward principles and practices, job roles, and pay structures, to ensure fairness and parity.

Following the development of a Diversity and Inclusion strategy in 2022, the Company has undertaken a review of its policies to ensure they are free of bias, and provide equal opportunities and treatment for all employees. As part of this, the Company has introduced new policies such as a Menopause policy and Fertility policy, and made enhancements to its existing policies, such as enhanced Paternity policies to support greater gender balance for families with caregiving responsibilities, and enhanced Time Off for Dependents policy to provide additional paid leave.

Oxford Biomedica has introduced a number of new initiatives in 2023 such as the Women at Work employee network group with the aim of supporting and empowering women. Unconscious Bias training has been provided to employees across the Company to promote an understanding of unconscious bias and the impact this can have on women in the workplace. The Company will also be launching an enhanced Equality, Diversity and Inclusion training module company-wide during 2024.

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. 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.

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:

A handwritten signature in black ink, appearing to read 'Stuart Paynter', written over a light blue horizontal line.

Dated: 12 MARCH 2024