

## Overview

Under legislation, which came into force in April 2017, employers with more than 250 employees are required to report specific gender pay gap information.

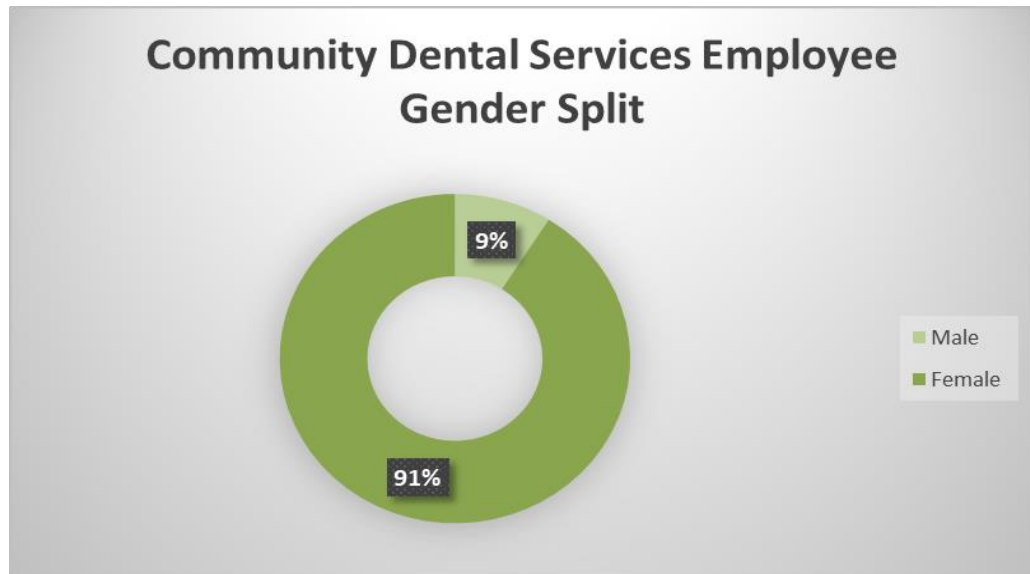
The information that we are required to provide is as follows:

- Proportion of males to females in each pay quartile
- Proportion of males to females who are paid bonus pay
- Gender pay gap (median)
- Gender bonus gap (median)
- Gender pay gap (mean)
- Gender bonus gap (mean)

The gender pay gap report looks at the difference in average hourly pay and bonuses received by male and female employees across the entire organisation. It is important to note that this information is different to equal pay information which compares men and women who do similar jobs. As an employee owned business and social enterprise, Community Dental Services CIC (CDS) is committed to ensuring equality in all areas and therefore CDS are confident that men and women are paid equally for doing the same role, across the entire organisation. CDS works with the most vulnerable in society, and in line with our values, we have a huge commitment to increasing representation and eliminating any discrimination contributing to a fairer society for all.

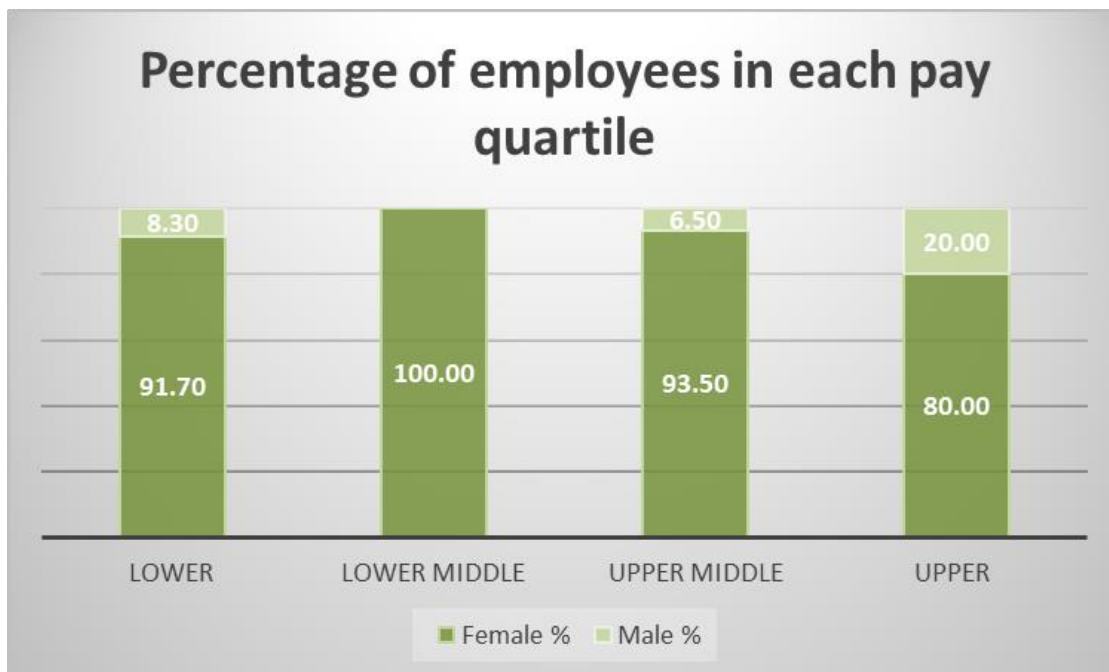
## Gender Profile of CDS Employees

Our CDS workforce is made up of significantly more females than males; 91% of our workforce are female. This profile is typically representative of similar organisations.



## Pay Quartile Information

Pay quartiles are calculated by listing all employees in order based on their hourly pay rate and then splitting them into four equal groups.



# Pay Gap Information

The salary information used in this report is based on employee pay on the snapshot date of 5<sup>th</sup> April 2022.

## Gender Pay Gap

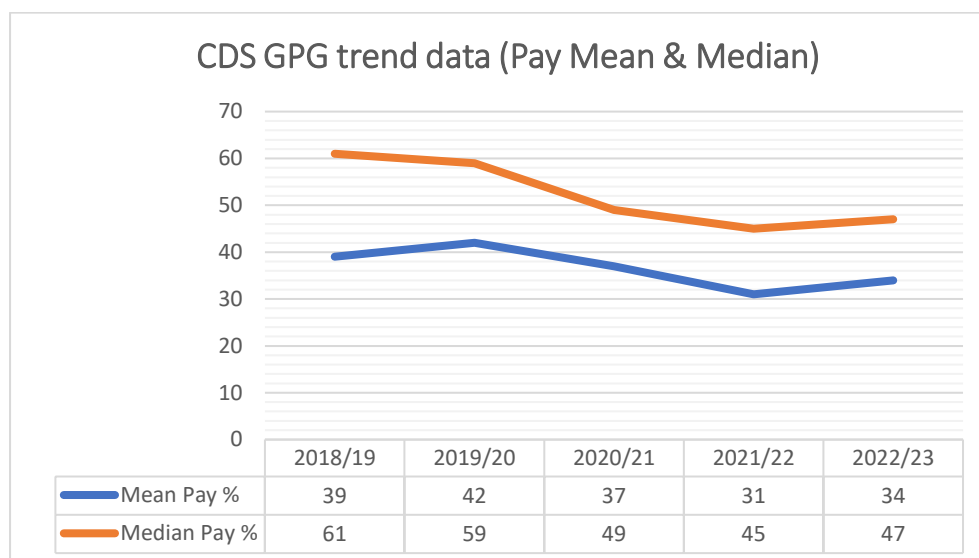
Mean	34%
Median	47%

The mean gender pay gap rate compares the average hourly pay of men and women across the whole organisation. When comparing mean hourly pay rates women are paid 34% less than men.

The median rate is calculated by separately ranking the hourly pay rates of all male and female employees from the highest to the lowest and then taking the hourly salary of the person in the middle. When comparing median hourly pay rates there is a difference of 47%.

There is a difference in our gender pay gap because the smaller proportion of men employed are not represented evenly across all the pay quartiles. They are fairly evenly represented in the lower quartile (in roles such as Decontamination Technician & Receptionist) and in the upper middle pay quartile (in roles such as IT Officer & Mobile Dental Unit Drivers). However, the key reason for the difference in our gender pay gap is that males have no representation whatsoever in our lower middle quartile and are over represented in our upper quartile. The lower middle quartile is comprised mainly of Dental Nurses and, within CDS, they are all female. This is typical of the dental sector in general where very few men work as Dental Care Professionals (DCPs). In the General Dental Council Annual Report for 2021 it is reported that 92.8% of DCPs are female. In CDS, within the upper pay quartile, men comprise 20% of this quartile. This is mainly due to their employment in senior dental roles but also in corporate functions in senior roles in Finance, IT and HR.

The following graph shows the trend of our gender pay gap reporting. There has been a general downward trend with an uplift in the most recent year.



Some related CDS gender pay facts:

- Men and women undertaking the same role in CDS are on the same pay scales.
- Within CDS, women represent 6 of the 10 highest paid (comparing hourly pay rates) positions and 38 of the 50 highest paid positions.
- CDS has been led by permanent female Chief Executives since 2013.
- We employ 3 x Dental Consultants who are all female.
- We employ 8 x Dental Specialists, 5 of whom are female.
- We employ 26 x Senior Dentists, of whom 22 are female.
- We employ 40 x Dentists, of whom 35 are female.
- The General Dental Council (Annual Report 2021) reported that 51.5% of Dentists are female so the proportion of dentists we employ is significantly above the national average.

# Employee Bonus Information

We are required to provide bonus information for any employee who was employed on 5<sup>th</sup> April 2022 and who was paid a bonus during the 12 months ending 5<sup>th</sup> April 2022.

## Proportion of employees receiving a bonus

Men	77%
Women	64%

CDS pay a bonus to 100% of permanent employees who are in employment on the day the bonus is calculated, which was 31 March 2021. Every full time employee receives the same bonus (for 2021 this was £300); the payment made was pro rata for part time employees and for any employees who joined part way through a year.

## Bonus Pay Gap

Mean	18%
Median	20%

When comparing mean bonuses there is a gap of 18% between women and men. When comparing median bonuses there is a gap of 20% between women and men. All CDS employees received the same bonus (pro rata for part time) and the bonus gap information is an indication that a much higher proportion of our female employees work part time compared to the men (62% of women receiving the bonus worked part time compared to 12% of men).

# How CDS Supports Gender Equality

As a responsible Employee Owned company, CDS is committed to ensuring diversity and inclusion within our organisation. We are an inclusive and diverse organisation where all employees have the opportunity to reach their full potential. CDS have a range of approaches in place that aim to support all employees to deliver equality of opportunity.

## Our Values

We pride ourselves on having a strong set of corporate values which help to shape how all employees behave and interact with others.

## Equality, Diversity, and Inclusion Forum

CDS has an Equality, Diversity and Inclusion Forum with a remit to facilitate discussion and allow employees to share their experiences and views of any equality, diversity and inclusion issues including gender equality.

## Recruitment

We develop non-discriminatory job descriptions which are evaluated and matched to ensure that they are fair and unbiased. Our job descriptions are passed through an external analytical job evaluation system which follows NHS Agenda for Change role profiles and which sizes roles and ensures equality of pay. All candidate applications are shortlisted without the recruiting manager knowing the candidates name or gender.

## Training and development

All new employees are required to undertake Equality and Diversity in the Workplace training as a part of their corporate induction. All employees are then required to retake the training at least every 3 years as a part of their mandatory training programme.

Where possible we encourage and support all employees regardless of their gender to progress their careers by funding training programmes and / or enabling secondments. Training is offered to employees based on operational need and not on an individual's gender.

## Appraisals and Performance management

We regularly review our appraisal and performance management processes to ensure that they meet best practice guidelines as set out by ACAS. This ensures that employee reviews are conducted without discrimination or bias.

## Pay

CDS are commissioned to deliver NHS services and have committed to dynamically follow Agenda for Change which is the national pay system within the NHS. We also adhere to the national dental contract and follow the pay guidelines set out for dentists by the Doctors and Dentist Review Body. As a company we have aligned to these pay schemes to ensure that our employees are paid equitably and without bias for the roles they perform. It ensures that we pay men and women equally for work of similar nature.

## Family Friendly

Where possible CDS offers working practices that can give employees greater flexibility for example – part time roles, bank roles, hybrid working, term time only roles, shared parental leave. These working practices mean we can actively support any employee, male or female back to work after leave for parental / caring roles. We have introduced policies to support employees on menopause, time off for fertility treatment and time off for hospital appointments.

## Approval

I confirm that the information in this report is accurate.

A handwritten signature in black ink, appearing to read 'H Paisley', followed by a period.

Helen Paisley  
Chief Executive Officer  
March 2023