



## SHARP BUSINESS SYSTEMS UK: GENDER PAY GAP REPORTING

April 2024

### Introduction

We are in the seventh year of reporting our gender pay gap and welcome the opportunity to be transparent about how we pay and treat our team members. All companies with a total workforce of over 250 people are required by law to calculate and disclose their gender pay gap. This means showing the difference between the average earnings of men and women throughout our organisation and across all roles. This does not involve us publishing individual employee's data.

The information below provides a snapshot of Sharp employees' pay on 5<sup>th</sup> April 2023.

### Gender Pay – our 2023 reported figures:

	<b>SHARP</b> 2022/23	<b>SHARP</b> 2021/22	<b>SHARP</b> 2020/21	<b>SHARP</b> 2019/20	<b>SHARP</b> 2018/19
<b>Mean Pay Gap</b>	19%	19%	18%	20%	26%
<b>Median Pay Gap</b>	19%	24%	20%	19%	26%

### What is the proportion of men and women?

On 5<sup>th</sup> April 2023 the Sharp Business Systems (SBS) UK total workforce was 497 people of which **76% were men** and **24% were women**.

	<b>Men</b>	<b>Women</b>
Upper quartile	86.3%	13.7%
Upper middle quartile	84.7%	15.3%
Lower middle quartile	82.3%	17.7%
Lower quartile	50.4%	49.6%

## Bonus information

At Sharp Business Systems UK Plc, bonuses include commission from sales and performance-based bonuses. In looking at the proportion of who receives a bonus, 83% of our male population received a bonus in the reporting period, and 49% of our female population did.

- The mean bonus pay difference between men and women is 70% lower for women (compared with 72% last year).
- The median bonus pay difference between men and women is 700% higher for women (compared with 87% last year).

## Understanding the Gap

We have been working hard to reduce the gender pay gap at Sharp Business Systems UK (SBS), making significant progress with our 'POWER' strategy launched in 2017, which we have outlined below. We are proud of the progress we have made so far to openly challenge our gender pay gap and the reasons behind it. We recognise that we still have more work to do and remain confident that our strategy will deliver long term results in the closing of the gap.

Despite our strong drive to attract female applicants to new vacancies, we continued to attract mainly men for engineering, sales, and senior administration roles, and this remains a wider challenge for our industry which traditionally attracts more men than women.

We have been successful in attracting and selecting females into many roles including People Advisor, Supply Chain Administrator, Senior Marketing Executive, Business Development Executive, Software Engineer, Area Sales Manager, Sales Support & Order Processor, National Support Consultant and Customer Service Scheduler during the reporting period.

We continue to have several high performing saleswomen, however as they make up less than 11% of our sales team, it is the male employees who earn most of the commission that we pay out as an organisation. Over the years, we have inherited a high male to female salesperson ratio with pre-determined commission structures due to business acquisitions.

## Our strategy and 2022/23 progress

We continue to work on our strategy that aims to improve our gender pay gap, and to make SBS UK a place where more women want to work and progress their career.

After extensive analysis in 2017 we developed a strategy that tackles what we consider to be the main areas where we can improve our gender balance – we call this our 'POWER' strategy, and it has five workstreams. Below is an update on our progress in each of the workstreams:

**Pay Gap - At Sharp Business Systems UK we aim to reduce our pay gap by at least 5% year on year.** Overall, from the start of reporting in 2017, our gender pay gap has reduced by 10% (from 29% to 19%) meaning that we are on track over the long term to hit our goal. Our gender pay gap increased by 1% from 18% in 2020/21 to 19% in 2021/22 which remains the same for 2022/23.

We recognised that our mean and median bonus difference between men and women was lower for women, and for this reporting year that had been achieved for the median bonus difference. However, the mean bonus difference has reduced, and we are committed to decrease this gap. In 2022, we commenced a full pay and reward review and have developed

a pay structure and reward strategy to support in closing the gap which has continued throughout 2023. Which is why for 2023, the bonus pay difference is 700% higher for women, this is because of more women being enrolled onto the bonus scheme. 3 women were added into the fiscal bonus and there was a one off £100 bonus paid to 29 women within our service department because of additional work that was required as a result of the pandemic.

## **Our women - All our female employees will be recognised and offered leadership training, with a career plan to enable them to be their best.**

### *Training and Development*

In the reporting year 2022/23, there have been several promotions of women within the business. One being within the People Department, who started at Sharp Business Systems as a People Team Administrator, promotion to People Advisor and now a further promotion to Senior People Advisor. This is due to SBS recognising talent and enrolling and funding onto a CIPD training course, which furthered their career and allowed promotion within the business. Additionally, we also supported and funded another female in the position of People Team Administrator with their Level 3 CIPD qualification.

We have also supported and funded for 2 female employees for their AAT accountancy qualification within the finance department with an anticipated end date of January 2025. The course can open up a variety of opportunities in the financial field and beyond, providing valuable skills and knowledge.

### *Managers Essentials*

We are continuing with our Managers Essential Programme to give our people managers the right process, tools, and training so they are able to inspire and manage their teams effectively. We have successfully trained 23 female managers on the following modules recruitment, welcome, short- and long-term sickness and writing job descriptions.

We have developed further modules on Disciplinary, Grievance and Performance which we will be enrolling people managers onto to enhance their current skillset. This will be trained on only a select few which have been chosen by the leadership team, there is a good representation of women within that cohort making up 19% of the anticipated delegates.

### *EVG*

Across SBS, we have established the Employee Voice Group which consist of five sub-groups, Culture & Communication, Continuous Improvement, Wellbeing & Listening, Corporate Social Responsibility and Fun & Social. The Employee Voice Group were created in response to the Employee Engagement surveys held in 2021 across the business. The five sub-groups are made up of representatives who are the voice of our team members. They voice any problems, concerns, feedback and more as they work together to improve our five areas.

We have a collective of 54 representatives' business wide in our core five Employee Voice sub-groups. 22 are female and 32 are male, including the four female EVG Leads and one male EVG Lead, demonstrating that SBS have strong empowering female leaders. We are committed to using this group to support women and one example is to host a menopause webinar, to educate and give guidance to support line managers and individuals in our business.

**Working environment - We offer flexible working and continue to strive to provide a family friendly benefits package.**

Since 2022, we have introduced Hybrid Working permanently. Hybrid working can offer numerous benefits for female employees, including improved work-life balance, increased flexibility, enhanced productivity, and greater opportunities for career advancement. By adopting hybrid working arrangements, we can create a more inclusive and supportive workplace culture that empowers women and men to thrive professionally and personally. It also supports our working mothers, who are often required to fulfil unpaid family responsibilities alongside their paid work.

We are committed to continually reviewing flexibility options to support women within the business and our Senior Leadership Team are currently considering options in the business such as term time, flexitime and a nine-day fortnight.

**Entry - grass roots - We will target females when hiring apprentices and trainees to combat the low proportion of women within Sharp Business Systems UK.**

We continue to work hard to attract female apprentices, this continues to be an area of focus with us working alongside local schools to inform and attract female applicants into joining Sharp Business Systems.

As we work to increase the percentage of the number of females within sales, we introduced a Sales Academy in early 2023. Of the 7 delegates, 3 are females and all are working towards achieving Technical Sales Level 3 qualification which we anticipate will conclude in April 2024. This is to encourage females into a sales role and career who can bring different perspectives, insights, and approaches to the sales process.

**Recruitment - We will partner with organisations promoting women in industry and strive to shortlist at least one woman (meeting the role criteria) every time we hire.**

During the reporting period, 27 women were recruited into various different positions within Sharp Business Systems which makes up 29% of all roles that were filled during the reporting period.

We continue to run all adverts through gender coding to ensure that the language used doesn't unfairly discourage men or women. We're also championing internal progression and encouraging managers to consider talent from across the business.

Pay equity for women and men for the same or similar jobs is essential. Our roles have either a fixed rate of pay, or a scale or a salary that is determined by a robust job evaluation system.

I confirm the information published above is accurate.



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