



Hill & Smith Holdings Plc
Gender Pay Gap disclosures for the 2020/21 reporting period

February 2022

Scope of services

Deloitte LLP (“we”) were engaged by Hill & Smith Plc (“Hill & Smith” or the “Group”) to calculate its mandatory Gender Pay Gap (“GPG”) disclosures as required by The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 (the “Regulations”) for the reporting period ended 5 April 2022.

Joseph Ash Ltd was one of the Great British employing entities within the Group with 250 or more employees as at 5 April 2022 and is therefore required to report its GPG disclosures.

Responsibilities and assumptions

HR and payroll data used to calculate the GPG disclosures was provided by Hill & Smith. We have assumed that the data was complete and accurate. We have not audited or otherwise tested or verified the data to source.

Specifically, Hill & Smith is responsible for establishing and maintaining an effective internal control system that reduces the likelihood that data errors or irregularities will occur and remain undetected; however, it does not eliminate that possibility. Our work does not guarantee that data errors or irregularities will not occur, nor is it designed to detect any such errors or irregularities should they occur. It is therefore imperative that Hill & Smith takes full and final responsibility for the GPG disclosures prior to publication.

Work performed

Using HR and payroll data provided by Hill & Smith, we have calculated the six disclosures required by the Regulations for Joseph Ash Ltd. The disclosures are as follows:

1. Mean Hourly Pay Gap – difference between the male and female *Full Pay Relevant Employee* mean Hourly Pay as a proportion of the male figure.
2. Median Hourly Pay Gap – difference between the male and female *Full Pay Relevant Employee* median Hourly Pay as a proportion of the male figure.
3. Mean Bonus Gap – difference between the male and female *Relevant Employee* mean Bonus Pay as a proportion of the male figure.
4. Median Bonus Gap – difference between the male and female *Relevant Employee* median Bonus Pay as a proportion of the male figure.
5. Proportion of male and female *Relevant Employees* receiving Bonus Pay.
6. Proportion of male and female *Full Pay Relevant Employees* in each Hourly Pay quartile banding.

These calculations must be signed off by a director of the Relevant Employers or the Group to confirm their accuracy. The 2021/22 GPG publication will include a declaration confirming the accuracy of the GPG disclosures.

GPG disclosures

Joseph Ash Ltd

	2021/22				2020/21				2019/20		
Employees	Male	Female	Total		Male	Female	Total		Male	Female	Total
Relevant Employees ¹	339	51	390		313	43	356		292	36	328
Full Pay Relevant Employees	327	48	375		299	41	340		210	32	242
GPG	Male	Female	GPG	Change	Male	Female	GPG	Change	Male	Female	GPG
Mean Hourly Pay	£15.20	£14.56	4.2%	-2.7%	£14.39	£13.39	6.9%	-2.7%	£15.47	£13.99	9.6%
Median Hourly Pay	£13.50	£12.42	8.0%	-3.5%	£12.70	£11.24	11.5%	19.9%	£13.07	£14.17	-8.4%
Mean Bonus Gap	£18,194	£2,995	83.5%	17.3%	£6,621	£2,238	66.2%	-17.9%	£10,740	£1,075	84.1%
Median Bonus Gap	£3,525	£2,400	31.9%	36.2%	£1,943	£2,027	-4.3%	-48.7%	£3,038	£1,689	44.4%
% Relevant Employees receiving a bonus	Male	Female			Male	Female			Male	Female	
	13.0%	80.4%			36%	84%			15%	92%	
Pay quartiles	Male	Female			Male	Female			Male	Female	
Upper	82.8%	17.2%			80%	20%			80%	20%	
Upper Middle	95.7%	4.3%			99%	1%			90%	10%	
Lower Middle	91.5%	8.5%			94%	6%			98%	2%	
Lower	78.7%	21.3%			79%	21%			78%	22%	

2020/21 reporting positions

Application of definitions

The reporting positions taken to prepare the GPG disclosures for the 2020/21 reporting period are summarised below.

Element	Definition	Application to Hill & Smith
Relevant Employee	A person who is employed by the Relevant Employer as at the snapshot date (5 April 2022).	<ul style="list-style-type: none"> Birtley Group Ltd, Joseph Ash Ltd and Hill & Smith Infrastructure Ltd.
Full Pay Relevant Employees	A Relevant Employee who is not, during the Relevant Pay Period, being paid a reduced rate or nil as a result of being on "leave" ¹	<ul style="list-style-type: none"> Employees identified in HR data as employed on 5 April 2022. 1,817 Relevant Employees were identified from the data provided by Hill & Smith
Relevant Pay Period	The pay period (whether weekly, fortnightly, monthly) within which the snapshot date (5 April 2022) falls.	<ul style="list-style-type: none"> 1,686 Full Pay Relevant Employees were identified from the data provided by Hill & Smith. 131 Relevant Employees are not considered to be Full Pay Relevant Employees: <ul style="list-style-type: none"> 30 Relevant Employees who were not employed during the entirety of the Relevant Pay Period² 24 Relevant Employees who received statutory sick pay during the Relevant Pay Period (and are therefore on reduced pay during the Relevant Pay Period) 1 Relevant Employee who received a deduction for unworked hours during the Relevant Pay Period (and is therefore on reduced pay during the Relevant Pay Period) 2 Relevant Employees who received statutory maternity pay / paternity pay during the Relevant Pay Period (and are therefore on reduced pay during the Relevant Pay Period) 74 Relevant Employees who received no Ordinary Pay or received Hourly Pay of less than £6.56 during the Relevant Pay Period (and are therefore assumed to be on reduced pay during the Relevant Pay Period).
Relevant Bonus Period	The period 6 April 2021 to 5 April 2022.	<ul style="list-style-type: none"> Relevant Employees are either weekly, monthly or fortnightly paid.
Ordinary Pay	<p>Includes basic pay, allowances, pay for piecework, pay for leave, shift premium pay.</p> <p>Excludes remuneration referable to overtime, redundancy / termination of employment.</p> <p>Excludes remuneration in lieu of leave.</p>	<ul style="list-style-type: none"> Based on payroll data for the 12 month period to 5 April 2022.

1. Leave includes: annual leave; maternity, paternity, adoption, parental or shared parental leave; sick leave; and special leave.

2020/21 reporting positions

Application of definitions

The reporting positions taken to prepare the GPG disclosures for the 2020/21 reporting period are summarised below.

Element	Definition	Application to Hill & Smith
Bonus pay	<p>Includes remuneration in the form of money, vouchers, securities / securities options.</p> <p>Includes remuneration that relates to profit sharing, productivity, performance, incentive or commission.</p> <p>Excludes Ordinary Pay and remuneration referable to overtime or redundancy / termination of employment.</p>	<ul style="list-style-type: none"> Bonuses included in payroll data for the 12 month period to 5 April 2022.
Hourly Pay	<p>Calculated based on the formulae:</p> $\frac{(Ordinary\ Pay\ paid\ during\ the\ Relevant\ Pay\ Period + Pro-rated\ Bonus\ Pay\ paid\ during\ the\ Relevant\ Pay\ Period) \times Multiplier}{Weekly\ working\ hours}$ <p>The Multiplier is 7 / number of days in the Relevant Pay Period.</p>	<ul style="list-style-type: none"> 30.44 days has been used as the Multiplier for monthly paid Full Pay Relevant Employees. 7 days has been used as the Multiplier for weekly paid Full Pay Relevant Employees. The number of weekly working hours is based on the weekly contractual hours included in HR data.

2020/21 reporting positions

Payroll element analysis (1 of 2)

The table below sets out the treatment of each payroll element used during the Relevant Pay Period. Specifically, whether it has been included as Ordinary Pay or Bonus Pay.

Payroll element	Ordinary Pay	Bonus Pay	Comments
Basic rate	Yes	No	Basic Pay
Overtime (various descriptions)	No	No	Ordinary Pay / Bonus does not include remuneration referable to overtime
Travel and subsistence expenses / reimbursements	No	No	Ordinary Pay does not include expenses / reimbursements wholly and necessarily incurred in the course of employment
First Aid	Yes	No	Cash allowance / pay for additional responsibilities
Cleaning	Yes	No	Cash allowance / pay for additional responsibilities
Holiday Pay	Yes	No	Pay for leave
Back Pay	No	No	Does not relate to Ordinary Pay earned during the Relevant Pay Period
Shift Allowance	Yes	No	Shift Premium
Production Gross Pay	Yes	No	Basic Pay
Yard Gross Pay	Yes	No	Basic Pay
Driver Gross Pay	Yes	No	Basic Pay
Call Out	Yes	No	Cash allowance
Leading Hand	Yes	No	Cash allowance / pay for additional responsibilities
Key Holding	Yes	No	Cash allowance / pay for additional responsibilities
Car Allowance	Yes	No	Cash allowance
Additional Pay	Yes	No	Payment made to two employees of Hill & Smith PLC. Payment has been excluded. Including the payment results in a -0.2% change to the Mean Hourly Pay Gap calculation.
Out Of Hours Allowance	Yes	No	Cash allowance
Underpayment	No	No	Does not relate to Ordinary Pay earned during the Relevant Pay Period
Training	Yes	No	Cash allowance
Pension (employer)	No	No	Employer pension contributions
Childcare Vouchers	Yes	No	Salary sacrifice deduction
Union	No	No	Net pay deduction
Contract Rate	Yes	No	Basic Pay
Driver rate	Yes	No	Basic Pay
Night out no tax	No	No	Assume benefit provided to employee. Payment made to six employees of H&S Infrastructure Limited. Including this pay type increases the Mean Hourly Pay Gap calculation by 0.1%.
Supervisor	Yes	No	Cash allowance / pay for additional responsibilities
Yard Rate	Yes	No	Cash allowance

2020/21 reporting positions

Payroll element analysis (2 of 2)

The table below sets out the treatment of each payroll element used during the Relevant Pay Period. Specifically, whether it has been included as Ordinary Pay or Bonus Pay.

Payroll element	Ordinary Pay	Bonus Pay	Comments
Statutory Sick Pay	Yes	No	Pay for leave
Paternity Pay	Yes	No	Pay for leave
Statutory Maternity Pay	Yes	No	Pay for leave
Underworked Hrs	Yes	No	Deduction for hours not worked
Basic Adjustments	No	No	Does not relate to Ordinary Pay earned during the Relevant Pay Period
London Allowance	Yes	No	Cash allowance
Weekend on call	Yes	No	Cash allowance
Weekday on call	Yes	No	Cash allowance
Foreign day rate	Yes	No	Basic pay
South weighting	Yes	No	Cash allowance
Commission Quarterly	No	Yes	Bonus Pay includes commission. Amounts paid during the Relevant Pay Period have been apportioned by 1/3 to reflect the quarterly earnings period
Commission Monthly	No	Yes	Bonus Pay
Responsibility	Yes	No	Cash allowance / pay for additional responsibilities
Tea Breaks	Yes	No	Cash allowance
Other Payments	No	No	General pay type for various pay types. On the basis that the payment may relate to pay types not considered to be Ordinary Pay, this pay type has been excluded.
Additional pay	No	No	Does not relate to Ordinary Pay earned during the Relevant Pay Period
Additional Holiday Pay	No	No	Ordinary Pay does not include pay in lieu of holiday
Commission – old stock	No	Yes	Bonus Pay
Quarterly – PM	No	Yes	Bonus Pay. Amounts paid during the Relevant Pay Period have been apportioned by 1/3 to reflect the quarterly earnings period
Sick pay (not SSP)	Yes	No	Pay for leave
Shift allowances	Yes	No	Shift premium
Lead Operator	Yes	No	Cash allowance / pay for additional responsibilities
PM Bonus	No	Yes	Bonus Pay
Production Bonus	No	Yes	Bonus Pay
Christmas Bonus	No	Yes	Bonus Pay
Annual Bonus	No	Yes	Bonus Pay
Attendance Bonus	No	Yes	Bonus Pay
Performance Bonus	No	Yes	Bonus Pay



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