Gender pay gap report for Queen Mary University of London

1. Introduction

This document outlines Queen Mary University of London's (Queen Mary) gender pay gap report and narrative. The gender pay gap is a measure of the difference in pay between the average hourly earnings of male and female staff and is subject to a prescribed method of calculation (see Section 3 for full details).

This is not to be confused with an equal pay review/audit (which would assess equal pay for work of equal value and would look in more detail at matters such as gender pay gaps by grade or department). An equal pay audit will be carried out later in the year.

Queen Mary is committed to reduce the gender pay gap reported through this document and we will work with our stakeholders to ensure that appropriate measures are put in place to address this matter.

2. Purpose of this report

This report complies with the mandatory Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, which stipulate that public sector bodies with more than 250 relevant employees must report on their gender pay gap in the form of six statutory calculations, explained in detail below. The Gender Pay Gap Reports will need to be published annually and the first of these is due by March 2018.

3. Method for calculations

The data presented in this report represents the gender pay gap information for Queen Mary as at 31 March 2017, in the form of six reports below:

1. Mean[1] pay gap
2. Median[2] pay gap
3. Mean bonus gap
4. Median bonus gap
5. Proportion of males/females receiving a bonus
6. Proportion of males and females in pay quartiles[3]

The method for the calculations in these reports are compliant with the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 which means all percentage pay gaps are expressed as the difference between female and male pay as a percentage of male pay using the following calculation:

$$\frac{male\ hourly\ rate - female\ hourly\ rate}{male\ hourly\ rate}$$

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[1] Mean - the mean represents the average value within the data (i.e. add all the numbers together and divide by the number of items in the set).

[2] The median figure is the exact middle figure when the data is ordered in a list from the highest to the lowest value.

[3] Quartile information must show Queen Mary's proportion of males and females in each quartile pay band and has been produced in line with the government's Advisory, Conciliation and Arbitration Service (ACAS) guidance on calculating pay quartiles.

A positive percentage indicates male staff are paid more than female staff; 0 percent means there is no pay gap and negative gap indicates female staff are paid more than male staff.

4. Queen Mary staffing context

- As at 31 March 2017 Queen Mary employed 5,334 people as "relevant employees" as defined in the legislation [4].
- The overall gender split within Queen Mary's workforce at this time was 48 percent male and 52 percent female.
- Queen Mary does not out source services such as cleaning, catering, estates and facilities like many other Higher Education Institutions and the staff in these service areas are therefore on Queen Mary's payroll.
- Queen Mary has used external experts on occasions (working in well-known specialist organisations), to provide a few hours lectures at high hourly rates. Due to new HMRC rules on self-employment, these individuals are now paid through our payroll rather than as self-employed and therefore are part of the relevant employee group.

5. Statutory reports

5.1 Mean pay gap: 21.7 per cent

- Queen Mary acknowledges that its mean pay gap is high. Initial investigation has identified the following areas which possibly influence this figure.

  o High hourly rates of a small number of external experts, who are male and employed to lecture at the time of the data capture.
  o A higher proportion of males in senior, higher salaried roles in certain academic areas like Science and Engineering
  o Services such as cleaning and catering being run in-house in Queen Mary. These services have a number of roles on lower grades and are occupied predominantly by female staff.

- We will aim to address these matters along with carrying out further analysis and developing robust action plans about ways to reduce this pay gap (see Sections 6 and 7).

5.2 Median pay gap: 15 per cent

- This calculation uses the same data set as the mean calculation above, however the different method of calculation results in a smaller gap. The difference between the median and mean figures demonstrates the impact the small group of experts had on the mean. Other than this, the same issues mentioned above apply to this pay gap ratio.

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[4] The legislative definition of "relevant employee" differs from that used for the employee figure on the Queen Mary website, which is why these figures do not match.

5.3   Mean bonus gap:

- **49.3 per cent** including National Clinical Excellence awards

- **13.8 per cent** excluding National Clinical Excellence awards

5.4   Median bonus gap:

- **50 per cent** including National Clinical Excellence awards

- **0 per cent** excluding National Clinical Excellence awards

Bonus context:

At Queen Mary, bonuses come from three different processes: the Staff Bonus Scheme, the Professorial Review and the National Clinical Excellence Awards (NCEA).

Median bonus gap variances: As can be seen from 5.4 above, without the National Clinical Excellence awards (NCEAs) being included in the calculations, the median bonus gap would be zero. NCEAs are awarded by the NHS to Queen Mary staff undertaking Clinical roles. We will collaborate with colleagues in NHS Trusts to explore the gender imbalance and look at ways to help more of our female staff to apply and receive these awards (see Section 7).

Mean bonus gap variances: In additional to the gender imbalances in the NCEA outcomes, the mean pay gap is also influenced by the outcome of the Staff bonus scheme and the Professorial review. People included within the scope of the Professorial Review includes more males than females and average awards are higher than that awarded through the Staff bonus scheme where the recipients are more female than male.

Reducing the bonus gap will be a key measure of success for our Women's Mentoring Scheme, the Aurora Women's Leadership Programme (see Section 6) and our proposed work to investigate gender bias (see Section 7) as improved career progression for female academic staff will equalise the Professorial population.

5.5   Proportion of males/females receiving a bonus:

12.3 per cent - Male, **6.4 per cent** - Female, including National Clinical Excellence Awards.

3.3 per cent - Male, **5.6 per cent** - Female, excluding the National Clinical Excellence Awards.

As referred to in the previous section, when we include the National Clinical Excellence Awards within the calculations for bonuses, the gap increases significantly in favour of males. When National Clinical Excellence Awards are removed from the figures, this results in a reversal of the gap in favour of females.

![Queen Mary University of London logo]

5.6   Proportion of males and females in pay quartiles:

Table 1- The proportion of male/female staff at Queen Mary is provided below.

Quartile	Female (%)	Male (%)
4 (highest paid) Includes all employees whose standard hourly rate places them above the upper quartile	35.7	64.3
3 Includes all employees whose standard hourly rate places them above the median but at or below the upper quartile	49.8	50.2
2 Includes all employees whose standard hourly rate places them above the lower quartile but at or below the median	56.4	43.6
1 (lowest paid) Includes all employees whose standard hourly rate places them at or below the lower quartile	64.2	35.8

Table 1 as a graph:
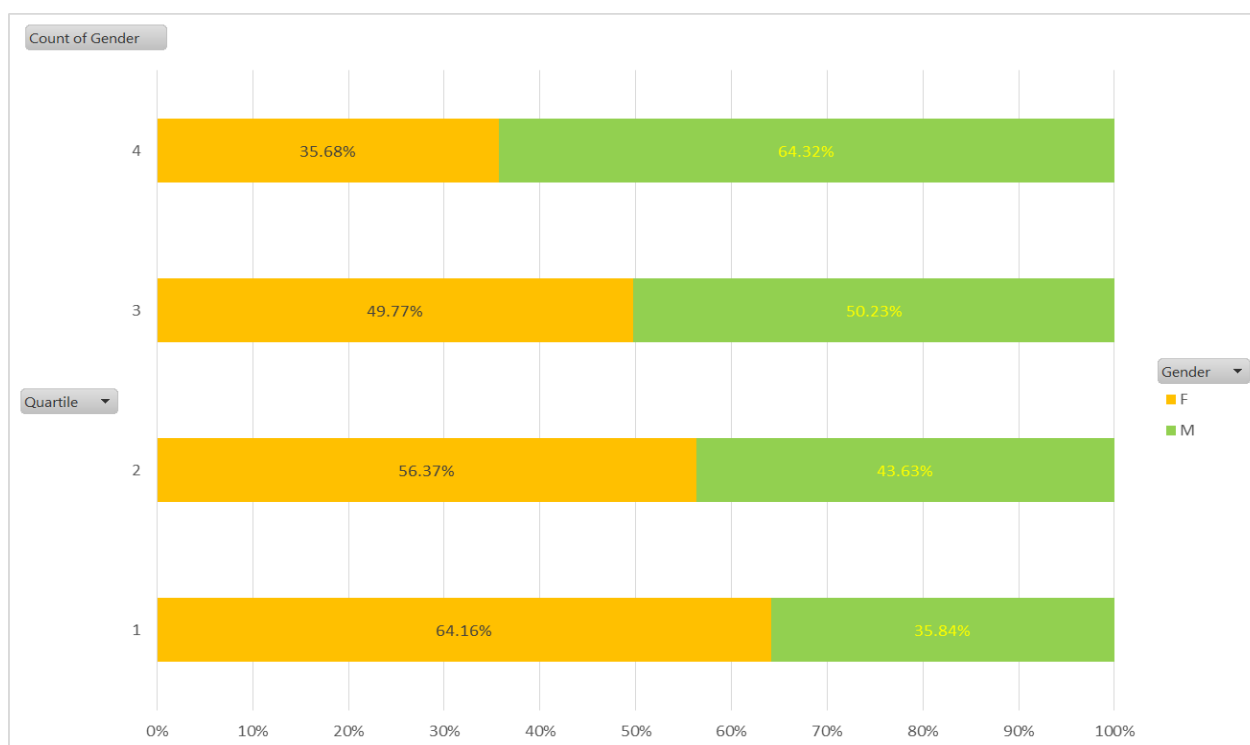
As evident from the above, there are more females in the lower grades at Queen Mary. This is mainly due to Queen Mary having many services such as cleaning, catering and residential services in-house and these, along with some admin assistant roles, are on lower grades and highly populated by females. It should be noted that by employing these staff directly they receive better rates of pay and benefits than they would if they worked through private contractors. We are taking steps to address gender imbalance in these roles and will continue to do so (see Section 6).

A higher proportion of males occupy senior, higher salaried roles in certain academic areas. Queen Mary is committed to improving female career progression opportunity across the organisation- some steps have already been taken or underway (see Section 6) and additional measures will be taken to address this matter.

6. To address gender equality and issues of pay gaps, Queen Mary has already taken the following steps:

- At the Gender Equality Self-Assessment Team (GESAT), awareness of the gender pay gap was raised among Chairs of Athena SWAN[5] self-assessment teams to assist with local Athena SWAN applications.
- Women's Mentoring Schemes have been set up to encourage women into more senior academic roles.
- Women in both Academic and Professional Services have been supported to attend the Aurora Women's Leadership Programme.
- Reviewed and introduced the Women into Leadership Programme for Professional Services and Academic staff.
- Introduced Unconscious Bias training for all our staff.
- Encouraged applications from the under-represented genders to address gender imbalance at lower grades.
- Through our public engagement work in our local communities, endeavoured to address gender pay at the societal level: our annual Festival of Communities explores living and learning in East London; our school partnerships help to improve standards of education, promote the possibilities of Higher Education and inspire young people to fulfil their potential.

Queen Mary has also scheduled:

- An equal pay audit to ensure equal pay for work of equal value and investigate pay gaps greater than five per cent. We will implement a timeline for regular audits.
- A gender pay audit, where we will analyse emerging themes and identify actions to be taken.

7. The proposed next steps at Queen Mary include:

- Examine trends for gender bias in processes such as recruitment, induction, promotion, exit interviews and flexible working to identify any barriers to gender equality and inform priorities for action in 2018.
- A commitment to reviewing the appointment procedure for external experts ensuring that the university employs an equal split of male/female staff.
- A revised recruitment and selection policy is to be published which would, among other things, promote our guidelines on gender balance on interview panels.
- Formalised family friendly working practices including a programme for all staff returning to work after parental leave, meetings and events normally being held between 10am - 4pm (in order that those with caring commitments can attend).
- Production of pay gap figures for ethnicity, disability in future reports (which is not a statutory requirement but) in line with Queen Mary's commitment to equality, diversity and inclusion.
- Collaborating with NHS Trusts to explore possible ways of reducing gender inequality in the National Clinical Excellence Awards.
- Encouraging female clinical staff to apply for the National Clinical Excellence Awards and supporting them through the process.
- A review of the flexible working policy.
- A review of the policy on bonus payments.

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[5] Athena SWAN is a framework against which Higher Education Institutions measure their commitment to gender equality.

The proposed initiatives are expected to help reduce the gender pay gaps identified above. This will be an evolving process and the successes may be evidenced over a period of time. Queen Mary will report on an annual basis on the steps it is taking to reduce the gender pay gap and the progress that is being made. Any further initiatives launched throughout the year will be reported on Queen Mary's intranet.

8.   Useful links

- www.qmul.ac.uk/about/community.
- hr.qmul.ac.uk/equality/athenaswancharter.
- genderpaygap.campaign.gov.uk

I, Professor Colin Bailey, Principal and President of Queen Mary University of London, confirm that the information in this statement is accurate.

Signed

Professor Colin Bailey

Date 28.3.2018