

University of Dundee

Equality, Diversity and Inclusion

Public Sector Equality Duty – Pay Gap Report 2019

**Presented by Ajit Trivedi
Head of Equality, Diversity and Inclusion
University of Dundee**

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1. Introduction

1.1 The University's Commitment to Equality Diversity and Inclusion

The University of Dundee is committed to advancing equality, diversity and inclusion in all of its practices. We are developing an inclusive culture that is underpinned by our core values of: valuing people, working together, integrity, making a difference and excellence to support the University's vision to be recognised as Scotland's leading University.

The University of Dundee believes in the importance of Equality, Diversity and Inclusion in all its employment functions and activities. The University believes this extends to the way we reward our employees and that reward should be awarded fairly and equitably regardless of protected characteristics, as covered by the Equality Act 2010. The University believes that all employees should receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value. The University recognises that in order to achieve equal pay for employees carrying out equal work we should operate a pay system which is transparent, based on objective criteria and free from bias. The University uses the Higher Education Role Analysis (HERA) system, an analytical job evaluation system, to assist with determining equal pay, where appropriate.

It is important that all employees have confidence in our processes, so we will continue to work with the recognised trade unions, to ensure equality within our reward policy and practice.

2. Executive Summary

2.1 Gender

The University's overall gender pay gap is 20.40% in favour of men based on average salaries, and 13.69% based on median salaries. However the average salary pay gap has decreased by 1.87% since 2016. Separate pay gap information is included for hourly paid staff, including Tutors, which is not included in the overall pay gap figure.

2.2 Ethnicity

The overall average ethnicity pay gap is in favour of BME staff at -1.18%.

2.3 Disability

The average disability pay gap is slightly in favour of non-disabled staff at 0.24%. The median disability pay gap is in favour of staff who have declared a disability at -6.06%. The difference in these two figures (average and median) is not unexpected due to the small numbers of staff who are recorded as having a disability.

2.4 Benchmark Information

The latest available gender pay gap benchmark information for Scottish HEIs covers the period 2016/17. A comparison of this data with the University's most recent gender pay gap data based on annual salaries is given below.

	Mean			Median		
	Female	Male	Gap	Female	Male	Gap
All HEIs	£34,078	£42,163	19.20%	£31,016	£38,183	18.80%
UoD	£33,362	£42,148	20.84%	£31,604	£38,833	18.62%

3. Legal Context and Methodology

The Public Sector Equality Duty consists of a general duty (Equality Act 2010) and specific duties (Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, amended by The Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2016). Under this legislation the HEI's are required to publish gender pay gap information every two years (April 2019). Specifically, this year institutions are advised to publish information on the percentage difference between men's and women's average hourly pay, excluding overtime. These calculations are presented below in **Section 4**. Data from 1st March 2016 has been re-calculated using this methodology for comparison purposes. This report also includes data for ethnicity and disability, calculated on the basis of hourly rates as outlined above.

In addition, **Section 5**, below, includes further analysis by occupational segregation based on annual salaries. Staff may have more than one assignment in different job categories and/or grades and in this section all assignments are included in the relevant category, whereas in Section 4 hourly rates for each individual staff member's primary assignment are used.

Pay gap percentages have been calculated using male salaries, white staff and non-disabled staff as the comparators. A positive percentage indicates a pay gap in favour of the comparators. A negative pay gap value indicates a pay gap in favour of females, BME staff or declared disabled staff.

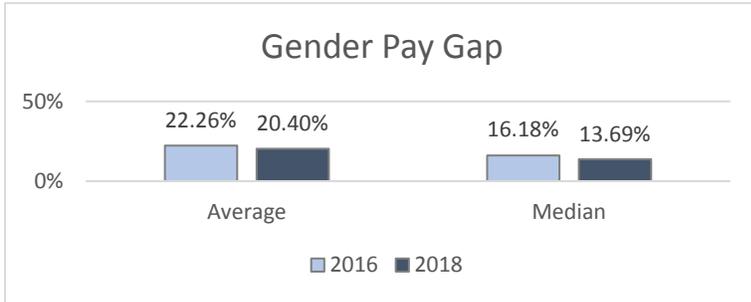
Further information on the methodology used for calculations is provided in **Appendix 1**.

4. Pay Gap (based on single headcount, primary assignment hourly rate)

This section reflects the requirement to calculate pay gaps based on average and median hourly rates.

4.1 Gender Pay Gap

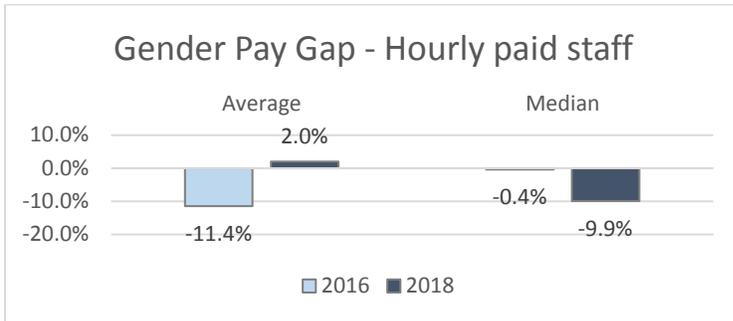
4.1.1 Core staff



	2018 Hourly Pay	
	Average	Median
Female	£17.07	£16.06
Male	£21.44	£18.61
Pay Gap	20.40%	13.69%

From 2016 to 2018, the average gender pay gap decreased by 1.87% and the median gender pay gap decreased by 2.5%. However, the pay gap remains in favour of males.

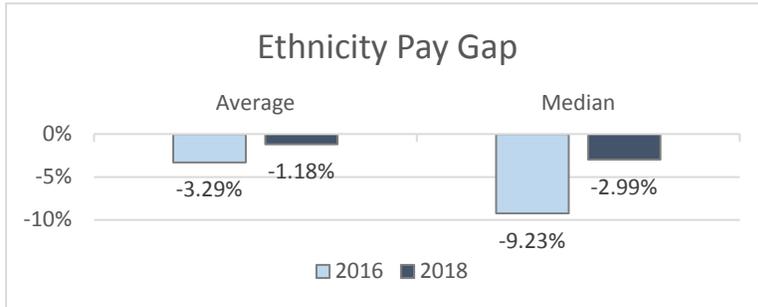
4.1.2 Hourly paid staff including Tutors



	2018 Hourly Pay	
	Mean	Median
Female	£21.43	£20.68
Male	£21.88	£18.81
Pay Gap	2.05%	-9.94%

Based on average hourly rates, the gender pay gap for hourly paid staff is slightly in favour of men (2.05%), with the median in favour of women.

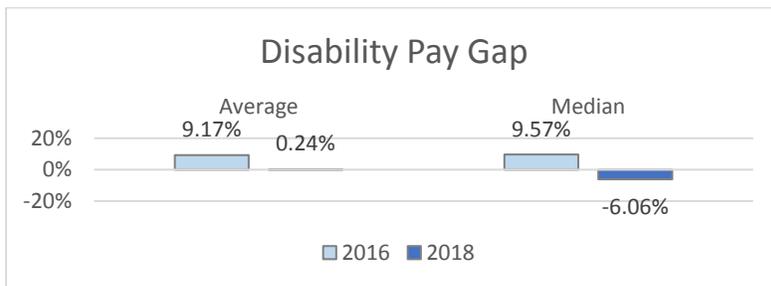
4.2 Ethnicity Pay Gap



	2018 Hourly Pay	
	Average	Median
BME	£19.10	£17.54
White	£18.88	£17.03
Pay Gap	-1.18%	-2.99%

The Ethnicity pay gap is in favour of BME staff. From 2016 to 2018, the average ethnicity pay gap remained in favour of BME but has decreased by 2.11% while the median ethnicity pay gap has decreased by 6.24%.

4.3 Disability Pay Gap



	2018 Hourly Pay	
	Average	Median
Disabled	£18.92	£18.07
Not Disabled	£18.97	£17.03
Pay Gap	0.24%	-6.06%

From 2016 to 2018, the average disability pay gap decreased by 8.93% and the median disability pay gap has moved 15.63% in favour of disabled staff. Staff declaring a disability represent only 4% of staff and therefore any changes can have a pronounced input on results.

5. Further Analysis

5.1 Introduction

Further analysis by contract type (full-time and part-time), grade and job category has been carried out to give the University more information on the elements that influence our overall pay gap figures.

Staff may have multiple assignments in different job categories and/or grades. In this section all assignments are included in the relevant category to give an overall picture of the salaries of all staff employed in each group. **Appendix 1** gives a breakdown of the distinct number of staff and assignments reported in Sections 4 and Section 5.

The data in this section is based on annual salaries rather than hourly rates; this allows us to reference salary scales and associated grades. Contracted hours vary across different staff groups so using annual salary rather than hourly rate as the basis for the analysis results in a slight difference in overall pay gap figures.

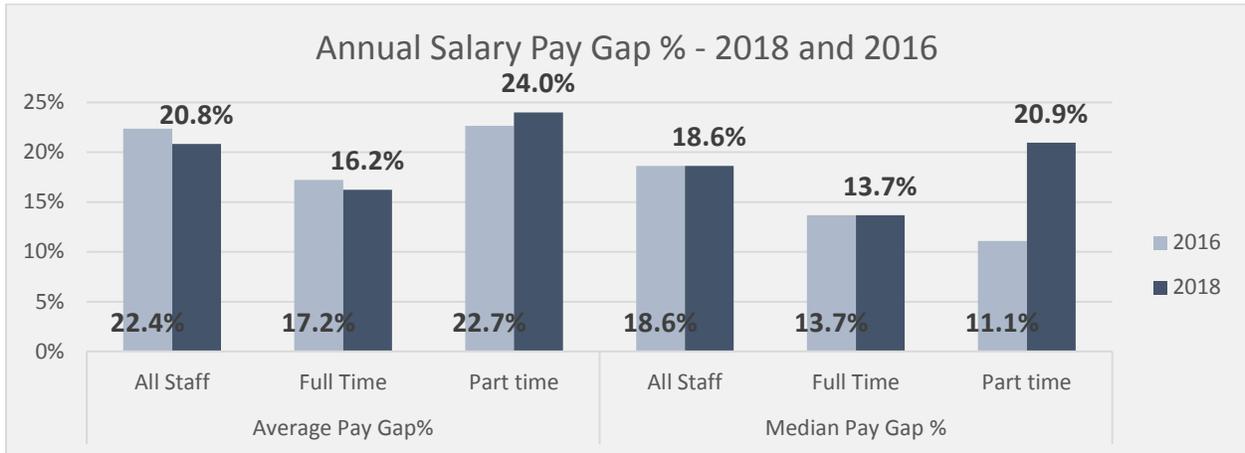
In this section, highlighting in tables has been applied as follows:

0 to ±2.99%	±3% to ±4.99%	± 5% or more
Good	Satisfactory	Requires further analysis

5.2 Non-Clinical staff

5.2.1 Gender

5.2.1.2 Gender: Full-time and Part-time Staff



For all staff, both the average and median pay gaps for annual salary are significantly in favour of men at 20.84% (average) and 18.62% (median), however the pay gap has decreased since 2016. The pay gap for part-time staff has increased by 1.33% (average) and 9.87% (median).

5.2.1.2 Gender: Grade

All Employees	Male - All staff			Female - All Staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	33	15928	15928	114	15919	15928	0.06%	0.00%
2	35	15928	15928	11	15928	15928	0.00%	0.00%
3	59	18152	17764	100	17963	18520	1.04%	-4.26%
4	52	19964	19305	218	20754	21585	-3.95%	-11.81%
5	67	23657	23557	233	24069	24983	-1.74%	-6.05%
6	94	29245	29799	177	29008	28936	0.81%	2.90%
7 TRAINING	12	29672	29799	31	30337	30688	-2.24%	-2.98%
7	365	36225	36613	469	36348	36613	-0.34%	0.00%
8	270	46639	47722	254	45803	47722	1.79%	0.00%
9	142	56254	56950	118	55710	56950	0.97%	0.00%
10	143	87816	80893	48	81591	74807	7.09%	7.52%
All Grades		42,148	38,833		33,362	31,604	20.84%	18.62%

Analysis by grade is an important measure as our HERA grading structure underpins the objective of equal pay for work of equal value. The grade analysis highlights a significant median pay gap within Grade 4 and significant gaps in Grade 10. The pay gap in Grade 4 is in favour of women on both full-time and part-time contracts and to some extent may be attributed to the low proportion of men in that grade.

The pay gap for Grade 10 is significant at 7.09% (average) in favour of men and remains very similar across full-time and part-time staff. There is a significantly lower proportion of women in Grade 10 at only 25% (143 males and 48 females).

There are almost as many women as men in the Grades 7 to 9, but a higher proportion of women within Grades 1 to 6 (340 males and 853 females). The high number of women and lower salary bands for these grades influence the overall average percentage pay gap figure (20.84%).

Full-Time Staff	Male - Full-time staff			Female - Full-time staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	<5	15928	15928	0	n/a	n/a	-	-
2	26	15928	15928	<5	15928	15928	0.00%	0.00%
3	41	18134	17326	45	17663	17326	2.60%	0.00%
4	35	19943	19305	117	20541	20989	-3.00%	-8.72%
5	54	23761	24285	163	23996	24983	-0.99%	-2.87%
6	84	29195	29799	128	28878	28098	1.09%	5.71%
7 TRAINING	12	29672	29799	13	30221	30688	-1.85%	-2.98%
7	324	36210	36613	349	35916	35550	0.81%	2.90%
8	243	46534	47722	195	45402	46336	2.43%	2.90%
9	138	56269	56950	103	55661	56950	1.08%	0.00%
10	115	87558	80218	42	81347	74624	7.09%	6.97%
All Grades		43,023	38,833		36,038	33,518	16.24%	13.69%

Part-Time Staff	Male - Part-time staff			Female - Part-time staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	32	15928	15928	114	15919	15928	0.06%	0.00%
2	9	15928	15928	9	15928	15928	0.00%	0.00%
3	18	18191	18777	55	18208	18777	-0.09%	0.00%
4	17	20009	19305	101	21000	21585	-4.95%	-11.81%
5	13	23225	22876	70	24238	24983	-4.36%	-9.21%
6	10	29659	31604	49	29347	29799	1.05%	5.71%
7 TRAINING	0	n/a	n/a	18	30421	30688	-	-
7	41	36348	37706	120	37603	38833	-3.45%	-2.99%
8	27	47585	47722	59	47127	47722	0.96%	0.00%
9	<5	55746	56950	15	56047	56950	-0.54%	0.00%
10	28	88877	83826	6	83299	80567	6.28%	3.89%
All Grades		37,215	31,604		28,284	24,983	24.00%	20.95%

All Grade 10 staff are within the Academic and Academic Related job categories. The pay gap remains significant with the Academic Related job category at 17.47% (average) and 15.00% (median). There is a significantly lower proportion of Grade 10 women the Academic job category 23% (115 males and 35 females) and Academic Related job category 33% (26 males and 13 females).

Grade 10	Male - Full-time staff			Female - Full-time staff			% Pay Gap	
	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
Academic	115	85260	79530	35	81656	74888	4.23%	5.84%
Academic Related	26	98649	82353	13	81417	70000	17.47%	15.00%

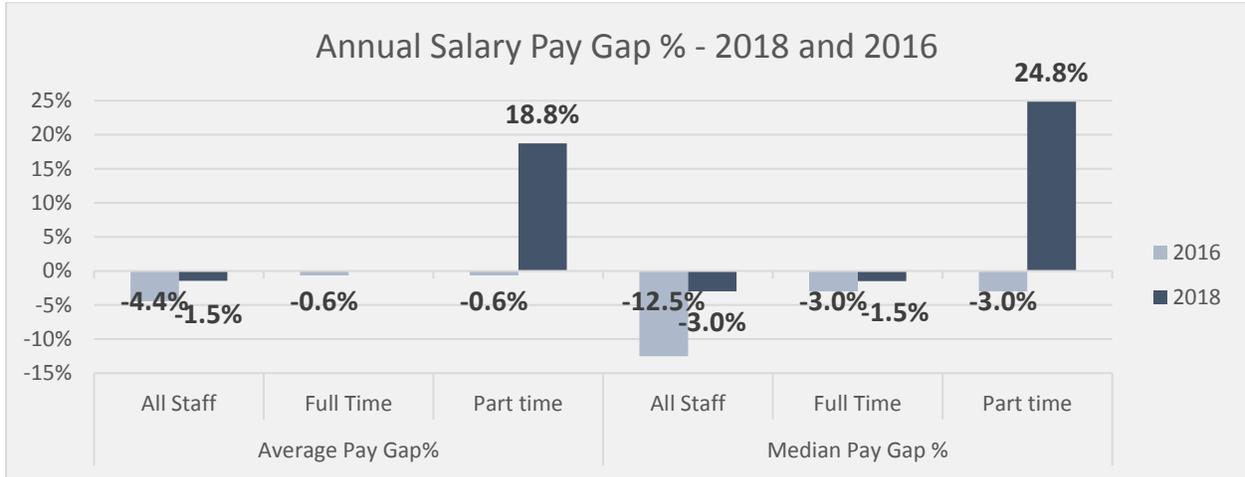
5.2.1.3 Gender: Job Category

Full-Time Staff	Male - Full-time staff			Female - Full-time staff			% Pay Gap	
Job Category	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
Academic	295	61094	56950	207	53411	50618	12.58%	11.12%
Research	282	39394	38833	227	37072	35550	5.90%	8.45%
Other Related	7	43314	41212	0	n/a	n/a	-	-
Academic Related	246	48056	42418	272	42694	38833	11.16%	8.45%
Clerical	80	23372	24285	340	23788	23557	-1.78%	3.00%
Manual	75	20858	16983	<5	16904	16456	18.96%	3.11%
Technical	137	26135	24983	121	24467	24285	6.38%	2.79%
All Job Categories		43,023	38,833		36,038	33,518	16.24%	13.69%

This analysis highlights pay gaps across many of our job categories. Each job category covers roles with a range of levels of responsibility and grades, for example, the Academic job category covers roles with grades ranging from 7 to 10. Further analysis will be carried out to investigate the reasons for pay gaps in each job category.

5.2.2 Ethnicity

5.2.2.1 Ethnicity: Full-time and Part-time Staff



For all staff, both the average and median pay gaps for annual salary are slightly in favour of BME staff at -1.46% (average) and -2.98% (median). However, there is a significant gap in favour of white staff in part-time roles in 2018 at 18.75% (average) and 24.84% (median) which was not seen in 2016.

Further analysis shows a small number of BME staff in part-time roles (38 BME compared with 761 white staff). Proportionately small numbers can cause pronounced results.

5.2.2.2 Ethnicity: Grade

All Employees	White - All staff			BME - All staff			% Pay Gap	
	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
Grade								
1	130	15920	15928	14	15928	15928	-0.05%	0.00%
2	42	15928	15928	0	n/a	n/a	-	-
3	151	18052	18263	6	17950	18084	0.56%	0.98%
4	254	20664	21585	9	20010	19305	3.17%	10.56%
5	280	24026	24983	12	23082	22545	3.93%	9.76%
6	252	29154	28936	16	28464	28098	2.37%	2.90%
7 TRAINING	32	30346	30688	6	29677	30244	2.21%	1.45%
7	669	36539	37706	140	35373	34520	3.19%	8.45%
8	457	46358	47722	48	45246	46336	2.40%	2.90%
9	231	56089	56950	19	56083	56950	0.01%	0.00%
10	166	86938	79697	13	74014	67500	14.87%	15.30%
All Grades		36,914	34,520		37,453	35,550	-1.46%	-2.98%

Analysis by grade shows significant pay gaps in favour of white staff in the average salaries for Grade 10 staff with pay gap of 14.87% (average) and 15.30% (median) in Grade 10. Again, there is a significantly lower proportion of BME staff in this group at only 7.26% (166 white and 13 BME).

Full-Time Staff	White - Full-time staff			BME - Full-time staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	<5	15928	15928	0	n/a	n/a	-	-
2	25	15928	15928	0	n/a	n/a	-	-
3	81	17898	17326	<5	18315	18263	-2.33%	-5.41%
4	143	20416	20411	5	20891	20989	-2.32%	-2.83%
5	199	23985	24864	10	23252	22545	3.06%	9.33%
6	194	29078	28936	15	28432	28098	2.22%	2.90%
7 TRAINING	17	30176	30688	5	29474	29799	2.32%	2.90%
7	525	36270	36613	130	35389	34520	2.43%	5.72%
8	376	46150	47722	45	45202	46336	2.05%	2.90%
9	212	56099	56950	19	56083	56950	0.03%	0.00%
10	134	86833	79115	13	74014	67500	14.76%	14.68%
All Grades		39,350	36,613		39,367	37,160	-0.04%	-1.49%

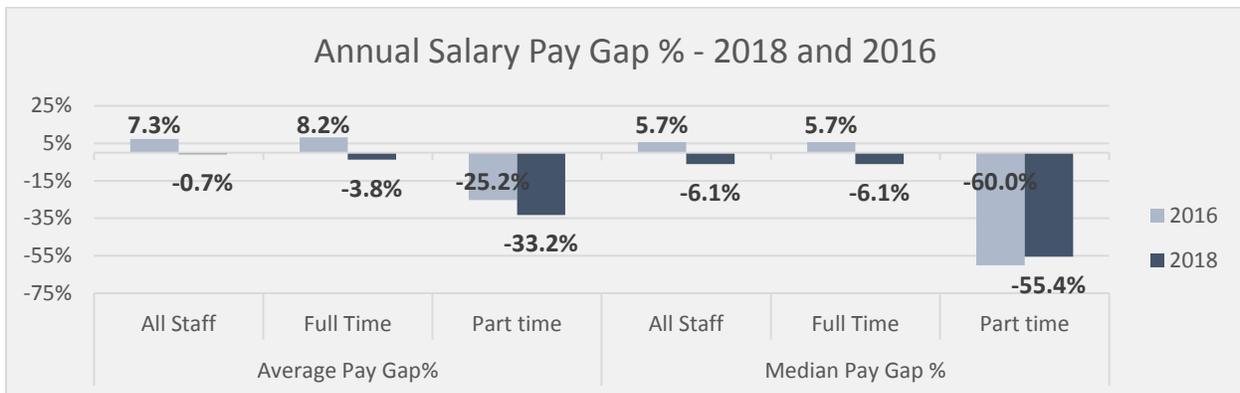
Part-Time Staff	White - Part-time staff			BME - Part-time staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	129	15920	15928	14	15928	15928	-0.05%	0.00%
2	17	15928	15928	0	n/a	n/a	-	-
3	70	18230	18777	<5	17586	17326	3.54%	7.73%
4	111	20983	21585	<5	18909	18777	9.89%	13.01%
5	81	24125	24983	<5	22231	22231	7.85%	11.02%
6	58	29408	30688	<5	28936	28936	1.61%	5.71%
7 TRAINING	15	30540	30688	<5	30688	30688	-0.49%	0.00%
7	144	37522	38833	10	35170	35066	6.27%	9.70%
8	81	47327	47722	<5	45914	46336	2.98%	2.90%
9	19	55984	56950	0	n/a	n/a	-	-
10	32	87376	80693	0	n/a	n/a	-	-
All Grades		30,606	24,983		24,866	18,777	18.75%	24.84%

5.2.2.3 Ethnicity: Job Category

All Employees Job Category	White - All staff			BME - All staff			% Pay Gap	
	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
Academic	534	57848	52132	59	52995	47722	8.39%	8.46%
Research	429	38773	37706	136	36788	35550	5.12%	5.72%
Other Related	10	42230	40602	<5	47722	47722	-13.01%	-17.54%
Academic Related	586	44705	38833	34	39709	37706	11.18%	2.90%
Clerical	615	23210	22214	19	23245	22214	-0.15%	0.00%
Manual	226	17653	15928	16	16055	15928	9.05%	0.00%
Technical	321	25033	24864	23	24360	24983	2.69%	-0.48%
All Job Categories		36,914	34,520		37,453	35,550	-1.46%	-2.98%

5.2.3 Disability

5.2.3.1 Disability: Full-time and Part-time Staff



For all staff, both the average and median pay gaps for annual salary are slightly in favour of disabled staff at -0.7% (average) and -6.1% (median). There is a significantly lower proportion of disabled staff at only 4% (2,872 non-disabled and 119 disabled). The pay gap in favour of disabled staff is even more pronounced in part-time staff at -33.2% (average) and -55.4% (median) due to proportionately small numbers who have a relatively high average salary.

5.2.3.1 Disability: Grade

All Employees	Not Disabled - All staff			Disabled - All staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	135	15920	15928	5	15928	15928	-0.05%	0.00%
2	43	15928	15928	<5	15928	15928	0.00%	0.00%
3	152	18024	18263	6	18132	18520	-0.60%	-1.41%
4	255	20590	20989	10	20620	21287	-0.14%	-1.42%
5	283	23955	24285	13	24191	24983	-0.98%	-2.87%
6	257	29063	28936	11	29355	29799	-1.01%	-2.98%
7 TRAINING	42	30139	30688	<5	30688	30688	-1.82%	0.00%
7	785	36255	36613	32	36966	37706	-1.96%	-2.99%
8	496	46201	47722	20	46444	46336	-0.53%	2.90%
9	241	56057	56950	13	55134	56950	1.65%	0.00%
10	183	86414	79393	7	81009	74049	6.25%	6.73%
All Grades		37,120	34,520		37,396	36,613	-0.74%	-6.06%

Full-Time Staff	Not Disabled - Full-time staff			Disabled - Full-time staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	<5	15928	15928	0	n/a	n/a	-	-
2	26	15928	15928	<5	15928	15928	0.00%	0.00%
3	84	17878	17326	<5	18316	18316	-2.45%	-5.71%
4	140	20347	20411	7	21009	21585	-3.25%	-5.75%
5	207	23920	24285	7	23907	24983	0.05%	-2.87%
6	202	28947	28936	7	30007	31604	-3.66%	-9.22%
7 TRAINING	24	29927	30688	<5	30688	30688	-2.54%	0.00%
7	635	36007	35550	26	37065	37706	-2.94%	-6.06%
8	413	46000	47722	17	45964	46336	0.08%	2.90%
9	223	56045	56950	12	55384	56950	1.18%	0.00%
10	149	86076	78329	7	81009	74049	5.89%	5.46%
All Grades		39,398	36,613		40,884	38,833	-3.77%	-6.06%

Part-Time Staff	Not Disabled - Part-time staff			Disabled - Part-time staff			% Pay Gap	
Grade	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
1	134	15920	15928	5	15928	15928	-0.05%	0.00%
2	17	15928	15928	0	n/a	n/a	-	-
3	68	18205	18777	<5	18040	18520	0.91%	1.37%
4	115	20887	21585	<5	19713	18777	5.62%	13.01%
5	76	24051	24983	6	24522	24983	-1.96%	0.00%
6	55	29486	30688	<5	28215	27764	4.31%	9.53%
7 TRAINING	18	30421	30688	0	n/a	n/a	-	-
7	150	37304	38833	6	36534	37192	2.06%	4.23%
8	83	47202	47722	<5	49163	49149	-4.15%	-2.99%
9	18	56198	56950	<5	52132	52132	7.23%	8.46%
10	34	87892	83826	0	n/a	n/a	-	-
All Grades		30,702	24,983		40,884	38,833	-33.16%	-55.44%

5.2.3.3 Disability: Job Category

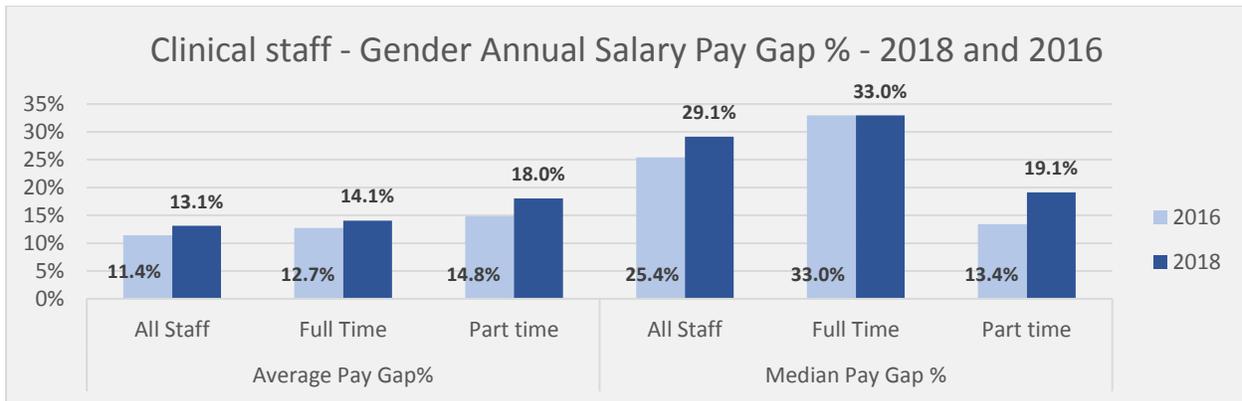
All Employees Job Category	Not Disabled - All staff			Disabled - All staff			% Pay Gap	
	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
Academic	582	57642	52132	28	56381	52132	2.19%	0.00%
Research	569	38323	37706	16	39981	38833	-4.33%	-2.99%
Other Related	10	43119	44467	<5	38833	38833	9.94%	12.67%
Academic Related	595	44680	38833	29	40925	38833	8.40%	0.00%
Clerical	611	23227	22214	25	22136	21585	4.70%	2.83%
Manual	235	17572	15928	6	15928	15928	9.35%	0.00%
Technical	333	24790	24285	15	26300	24983	-6.09%	-2.87%
All Grades		37,120	34,520		37,396	36,613	-0.74%	-6.06%

5.3 Clinical Staff

The University of Dundee recruits staff into clinical grades, however, grade and pay is determined by NHS scales and progression criteria.

5.3.1 Gender

5.3.1.1 Gender: Full-time and Part-time Staff



Both the average and median pay gaps for annual salary are significantly in favour of men at 13.13% (average) and 29.15% (median) and across both full-time and part-time contracts. These figures have increased since 2016. Median pay gaps are particularly high due to salaries being clustered at set scale points.

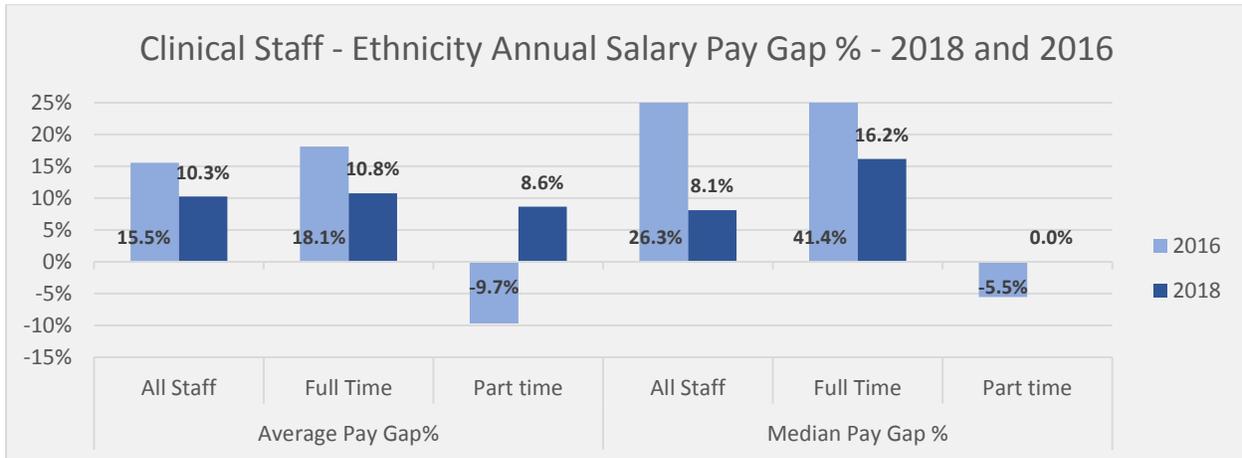
5.3.1.2 Gender: Grade

All Employees	Male - All staff			Female - All Staff			% Pay Gap	
	Assignment Count	Average Salary	Median Salary	Assignment Count	Average Salary	Median Salary	Average % Pay Gap	Median % Pay Gap
CLINACADEMIC	21	46720	45197	22	49494	48118	-5.94%	-6.46%
CLIN Lecturer	<5	39358	39358	6	54439	58498	-38.32%	-48.63%
CLIN Sen Lecturer	<5	72614	73847	<5	71998	71998	0.85%	2.50%
CLIN Professor	<5	n/a	n/a	0	n/a	n/a	-	-
CONSULT2004	42	98736	99752	22	94852	96428	3.93%	3.33%
OFFSCALE	5	104209	99752	6	81115	88391	22.16%	11.39%
All Grades		82,032	93,928		71,257	66,552	13.13%	29.15%

Analysis by grade is problematic where there are very small numbers of staff but issues were highlighted in the Clinical Academic, Clinical Lecturer and Off Scale groups.

5.3.2 Ethnicity

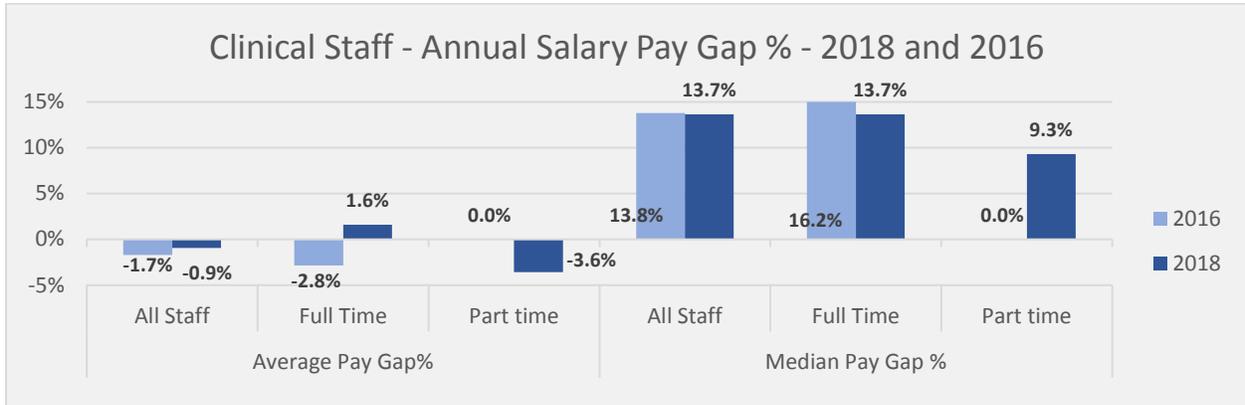
5.3.2.1 Ethnicity: Full-time and Part-time Staff



For all staff, both the average and median pay gaps for annual salary are significantly in favour of white staff at 10.25% (average) and 8.09% (median). There is a significant gap for both full-time and part-time staff. There is a significantly lower proportion of BME staff at only 15% (104 white and 18 BME).

5.3.3 Disability

5.3.3.1 Disability: Full-time and Part-time Staff



Fewer than 5 staff in the Clinical category are recorded as having a disability. These low numbers, particularly when broken down into further categories, mean that further analysis is unlikely to produce useful results.

6. Conclusions

The University has been conducting and publishing regular Equal Pay Reviews since 2012, which has enabled us to measure gender pay gaps and action new initiatives.

Gender Pay Gap Report for 2019 has highlighted that our gender pay gap has continued to reduce year-on-year, but that progress must pick up pace. Although reduced, our gender pay gap is 20.36% in favour of male employees. This gap is largely attributable to the University employing a greater proportion of male employees in more senior roles while at the same time there are more women employed in lower graded roles.

Through our Athena SWAN Charter Action Plan, Race Equality Charter and many other internal initiatives, we have taken actions, such as holding workshops on academic promotions procedure, which has resulted positively in an increase in applications for academic promotion from female staff. The proportion of female academics, including those in senior roles, is increasing but the gender pay gap remains.

The University remains committed to ensuring that its policies, procedures and practices reflect an institutional commitment to monitoring of its pay and reward practices in order to deliver equal treatment to its employees regardless of their gender or other protected characteristics.

The analysis of this equal pay review on the basis of gender, ethnicity and disability has highlighted a number of areas which require further detailed consideration.

7. Recommendations

- Monitor pay gaps annually rather than biennially.
- Continued commitment to Athena SWAN and Race Charter across the University to ensure that action plans are implemented and monitored.
- Ensure that recruitment, selection and promotion procedures are without bias.
- Encouraging disclosure of protected characteristics so records are as complete as possible in order to reduce the number of “unknown” staff characteristics.
- Monitor salary on appointment for all equality groups above the minimum of the grade pay scale to ensure fairness and consistency.
- Continue to monitor applications and success rates for merit awards by equality groups.

Calculation Methodology

1. Section 4 - Pay Gap (based on single headcount, primary assignment hourly rate)

This section follows revised guidance which recommends a calculation methodology using both average and median hourly rates. Data for 2016 have therefore been recalculated to give comparative figures.

- Where an individual has more than one assignment their primary assignment was used in calculations.
- Hourly rates were calculated using the full-time equivalent annual salary divided by 365.25 (daily rate), multiplied by 7 to give a weekly salary and this was then divided by individual's contracted weekly hours. Weekly hours vary by contract type.
- The pay gap % was calculated using male salaries, white staff and non-disabled staff as the comparators; the formulas are shown below. A positive % indicates a pay gap in favour of these comparators; a negative pay gap value indicates a pay gap in favour of females, BME staff and staff who are recorded as having a disability.
- Pay gap formula calculations:
 - Male – Female / Male x 100
 - White – BME / White x 100
 - Non-disabled – declared disabled / non-disabled x 100

2. Section 5 – Further Analysis (based on all assignments)

- The further analysis section of the report uses assignment counting methodology where staff who have more than one assignment are counted in the relevant segregation for each assignment they hold. Numbers of assignments are therefore greater than headcount totals used in Section 4.

	2016	2018
Staff Headcount	3137	3189
Assignments	3195	3239

- Full Time Equivalent (FTE) annual salary data was used in this section. This allows accurate analysis by Grade, Job Category and working hours (full-time / part-time).
- Highlighting in this section has been applied as follows:

0 to ±2.99%	±3% to ±4.99%	± 5% or more
Good	Satisfactory	Requires further analysis