



University of  
**Nottingham**

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# **Gender Pay Gap Report March 2018**



## Introduction by the Vice-Chancellor, Professor Shearer West

The University of Nottingham is committed to fairness, equality and inclusion. We are committed to treating all our people in a fair, inclusive and equal way, regardless of gender or any other protected characteristic. A diverse and inclusive workforce is not just good for women, it is good for everyone.

I know that all members of the University Executive Board, whatever their gender, are passionate advocates of empowering all our talented people, at all levels, and increasingly ensuring that the community we serve is represented at all levels. It is in all our interests to make the best use of the talent, skills and commitment that everyone brings to our University.

The University has made significant and ongoing progress in improving its diversity and inclusivity, and we should be proud of that. However, we all recognise that there is more to do, and the new Gender Pay Gap Legislation offers fresh impetus for us to address the issue at the University. I want us to make the most of this opportunity.

Genuine transformation and reduction of the gender pay gap across the UK labour market requires meaningful societal change, as well as improvements at an organisational level. The University of Nottingham is committed to driving and supporting change in both of these areas.

This report confirms that the University of Nottingham has a significant gender pay gap of 23.6% in favour of male employees, compared to the national average of 18.4% as measured by the Office for National Statistics. This gap is largely attributable to our demographics. We employ a greater proportion of male staff in more senior roles, who will have accrued salaries over a longer length of service than more recently-recruited female staff.

However, it is important to note the difference between the gender pay gap and the issue of equal pay. We are confident that men and women are paid equally for doing work of equal value at the University and regularly carry out equal pay reviews to ensure this, most recently in 2017.

While the gender pay gap at the University aligns with the experience of many other UK higher education institutions, and indeed many other UK organisations, you have my commitment that the University will work hard to reduce this gap. We will communicate our progress on this to you annually.

Our ultimate aim must be to achieve equality across the University, for all staff and at all levels. However, we realise that meaningful change will take time. With that in mind we will not be setting targets at this stage, but I will expect that our commitment to tackling the gender pay gap will lead to an ongoing trend showing a reduction in our gender pay gap.

We have working hours and practices that are flexible, and that enable people to balance work and life in a sustainable way. This encourages more women to further their career within our University, and supports women returning to work on a flexible basis, or taking on caring responsibilities where they need to do so. We are continually reviewing what we offer in this space, and you have my assurance that we will continue to improve our current offer whenever we are able.

I hope that you will take the time to read the rest of this report. It provides useful context around our gap. It outlines the initiatives that are already in place and how these are making a difference; and it identifies the areas where we have established new actions.

I am personally invested in ensuring that the University of Nottingham remains fully committed to meeting our values of inclusivity and diversity. I know that we will all benefit from progress in this area.

A handwritten signature in blue ink that reads 'Shearer West'.

**Professor Shearer West**  
Vice-Chancellor

# Taking action on the gender pay gap

The University of Nottingham welcomes the new legislation on gender pay reporting. It gives us the opportunity to benchmark against our peers, share best practice, and to challenge ourselves in reducing our gender pay gap.

We are taking action to reduce our gender pay gap across a number of key areas:

## Encouraging women into the University at higher-level roles

The University has placed inclusivity firmly at the heart of its recruitment practices, and will continue to do so.

Actions include:

- all recruitment panel members undergoing unconscious bias training
- monitoring and publishing the results of protected group appointment screening, to ensure our processes treat all applicants equally
- enabling more roles to be carried out on a part time or job share basis
- ensuring advertising media covers all groups
- trialling gender-blind application screening for some vacancies within the University.

Forty one per cent of our University Executive Board are women, with many female colleagues holding senior positions within the University. We are committed to increasing gender parity within our senior positions and have an institutional objective to have 35% of senior (L6/7) staff who identify as female by 2020.

We will continue to take action to get more women into senior roles. This isn't new for us — we have been working on this and making progress for a number of years. Since 2014 we have increased the female membership of our Executive Boards from 30% to 41% and our proportion of female senior staff (L6/7) from 28% to 33%. We will continue to make sure our lower-level roles in particular are attractively positioned for applicants of any gender.

## Supporting women to stay and develop careers at the University

Staff with caring commitments are proportionately more likely to be female. They have historically found it more difficult to remain in or return to employment while they have caring commitments, whether this be as a result of young children or elderly parents. The University has an extensive and inclusive approach in offering flexibility to staff. This includes flexible working, shared parental leave and generous maternity, paternity and adoption arrangements.

A review is currently underway to determine where the University can extend its support in these areas, as well as further enhancing our wellbeing offer to staff. We expect the review to be completed during 2018.

## Helping women to progress at the University

The University has a wide variety of leadership development and wider personal and professional development provision. The Leadership and Management Academy launched in 2016 and in both the year one and year two cohorts there has been a greater proportion of women than men attending the programmes. This development of talent should support female staff in progressing to more senior roles over the years to come.

We have robust monitoring processes for promotion and recruitment exercises, including analysis of the gender split of those applying, and those who are successful.

## Encouraging men to apply for lower-level roles

Part of the reason for the gender pay gap is the lower proportion of men in lower-level roles. The University has reviewed its approach in advertising these roles to ensure that the imagery, language of the advertisements and job descriptions is gender neutral. Since 2014 we have moved from 32% of our level one and two roles being occupied by men to 33.6% at November 2017. Increasing these rates further is a priority for us.

## Our commitment to Athena SWAN

The University of Nottingham is proud to hold an Athena SWAN silver level institutional award, and is currently in the process of reapplying for this award. We are committed to its progressive and far-reaching charter, adopting Athena SWAN principles within our policies, actions plans and working culture.

A number of University departments hold Athena SWAN awards, recognising the commitment of our faculties and schools to progress gender equality through local action plans. In our 2017 Institutional Equality Objectives we have committed to hold a silver institutional Athena SWAN Charter Mark (new charter) by 2018 and all schools and faculties to hold an award by 2020.

# Gender pay gap legislation our responsibilities

Gender pay legislation requires employers with 250 or more employees to publish data clearly demonstrating how large the pay gap is between their male and female employees. The University of Nottingham is covered by, and fully complies with, the public sector regulations.

The legislation is based on a snapshot of pay at the census date of 31 March for the relevant reporting year. This report covers the period to 31 March 2017, including annual payments and bonuses which were paid between 1 April 2016 and 31 March 2017.

## Why do we have to report on our gender pay gap?

The Equalities Act 2010 (Specific Duties and Public Authorities) came into force on 6 April 2017. It requires public sector organisations to publish their results against six prescribed indicators of gender pay equality.

We recognise that people are our greatest asset and we are committed to fairness, equality and inclusion. As such, this information is a key element of our work to build greater equality across a more diverse and inclusive workforce. The results help us to better understand and focus on the relevant issues, and we hold ourselves to account as we continue to plan and take action to improve on our current position.

## What do we have to report on?

We need to report against six prescribed organisation-wide calculations, to show the difference between the average earnings of men and women at our University. This report provides the broader context in understanding the University, its results and the actions that we continue to take in building a University that treats its people fairly, equally and inclusively — regardless of gender or other protected characteristics.

## The six calculations

1. Average gender pay gap as a mean average
2. Average gender pay gap as a median average
3. Average bonus gender pay gap as a mean average
4. Average bonus gender pay gap as a median average
5. Proportion of men receiving a bonus payment and proportion of women receiving a bonus payment
6. Proportion of men and women when divided into four groups ordered from lowest to highest pay

These calculations make use of two types of averages:

**A mean average** involves adding up all of the numbers and dividing the result by how many numbers were in the list. Mean averages are useful because they place the same value on every number they use, giving a good overall indication of the gender pay gap

**A median average** involves listing all of the numbers in numerical order. If there is an odd number of results, the median average is the middle number. If there is an even number of results, the median will be the mean of the two central numbers. Median averages are useful to indicate what the typical situation is (ie in the middle of an organisation) and are not distorted by very large or small pay rates or bonuses

### When and how do we have to publish this information?

We are publishing the University's gender pay gap results within this report, as well as through the government website as required by legislation.

### How often do we have to publish this information?

We are required to publish this information before 30 March on an annual basis. The snapshot date will be from 31 March of the previous year.

### What is the difference between the gender pay gap and equal pay?

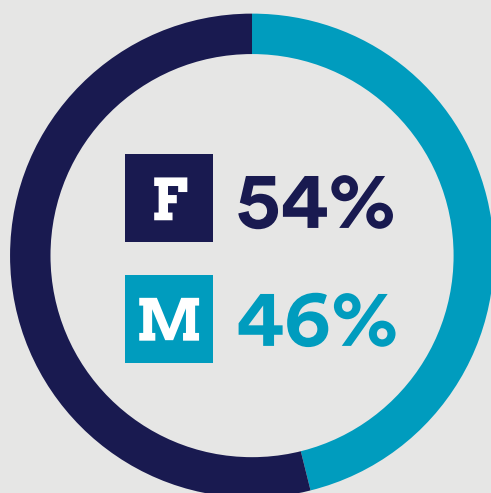
The gender pay gap differs from equal pay. Equal pay deals with the pay differences between men and women who carry out the same jobs, similar jobs or work of equal value. It is unlawful to pay people unequally because they are a man or a woman.

The gender pay gap shows the differences in the average pay between all men and women across the entire organisation, regardless of the level/grade at which they work.

We are confident that men and women are paid equally for doing work of equal value across the University. This ethos of equal pay is underpinned by a robust job evaluation system. We regularly carry out Equal Pay Reviews to ensure that men and women at the University are paid equally for work of equal value. The most recent review was carried out in 2017.

# University of Nottingham gender pay gap data

## University demographic split



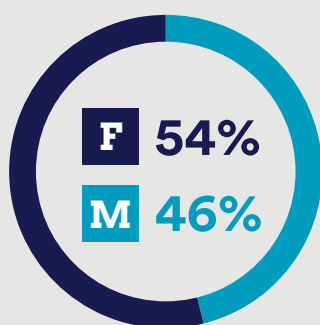
Women = 4,225  
Men = 3,650

UCEA has produced various infographics to provide additional information and context to the HE sector gender pay gap. These can be found on the UCEA website.

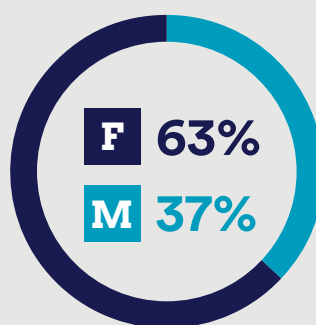
For context, the UCEA information below shows the gender split within the UK HE sector.

## What is the gender balance in the HE workforce?

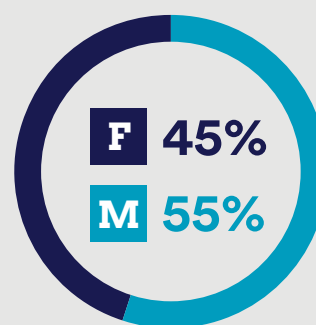
### Whole HE workforce



### Professional services staff



### Academic staff



### Part-time working

**F** 41%  
of female employees  
work part-time

**M** 23%  
of male employees  
work part-time

# The six calculations required by legislation

## Difference between men and women (calculations one to four)

	Mean	Median
Hourly fixed pay	23.6%	20.7%
Bonus paid	53.0%	29.7%

The table above shows our overall mean and median gender pay gap based on hourly rates of pay as at the snapshot date (31 March 2017). These results tell us that on average across the University women are paid 23.6% less (as a mean average) than men.

Hourly rates are calculated by using the standard University contractual number of hours. However it should be noted that staff at level four and above (we have seven staff levels in total) are not paid overtime. It's probable that staff at those levels are at times working more than their standard contractual hours. The table also captures the mean and median differences between the value of bonuses paid to men and woman in the year up to 31 March 2017.

## Impact of high vs low-level roles

Our analysis of our gender pay gap shows that there are more men in senior roles at the University, while at the same time there are more women in lower-level roles. This disparity in representation across the full range of roles at the University results in the gender pay gap.

When looking at the bonus gap (value) it is again predominantly driven by the higher number of men in senior, higher-paid roles. Bonuses are paid as a percentage of salary, and so staff earning a higher salary will receive a higher value of bonus. The percentage rate is the same for all bonuses awarded, but if you're earning more in the first place your bonus will be larger.

## Clinical Excellence Award

The mean result of the amount of bonus paid (53.0%) is also significantly influenced by the Clinical Excellence Award (CEA). The CEA is an NHS award. The University has no control over this award, both in terms of the value awarded, or who it is awarded to.

The majority of Clinical Academic staff employed at the University are men, so the CEA has a disproportionate impact on the bonus gap. If the CEAs were not included in the calculations the mean bonus paid figure would reduce to 24.1%.

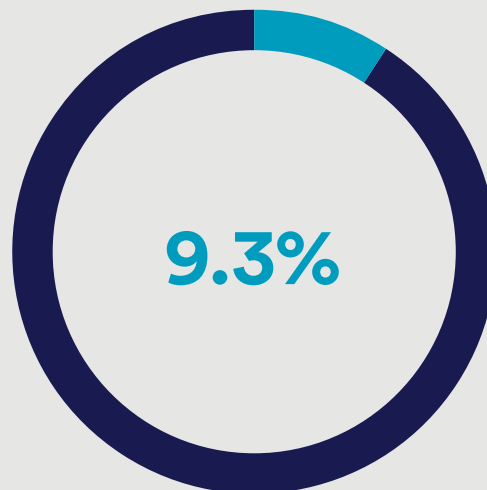
Before factoring in the CEAs, more women were awarded a bonus payment in the reference year. With the CEAs included a marginally higher percentage of men than women received a bonus in the reference year.



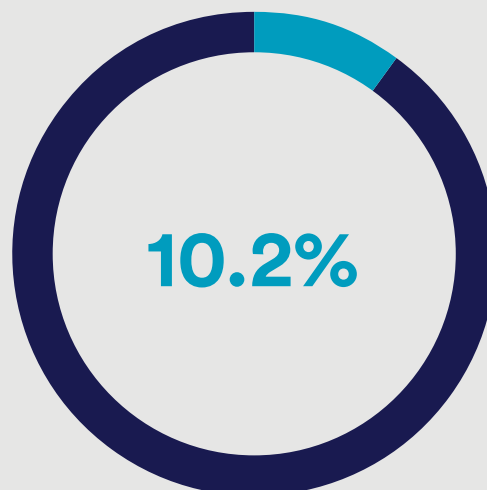
# Proportion of staff awarded a bonus for 2016

## Calculation five

Women = 9.3%



Men = 10.2%



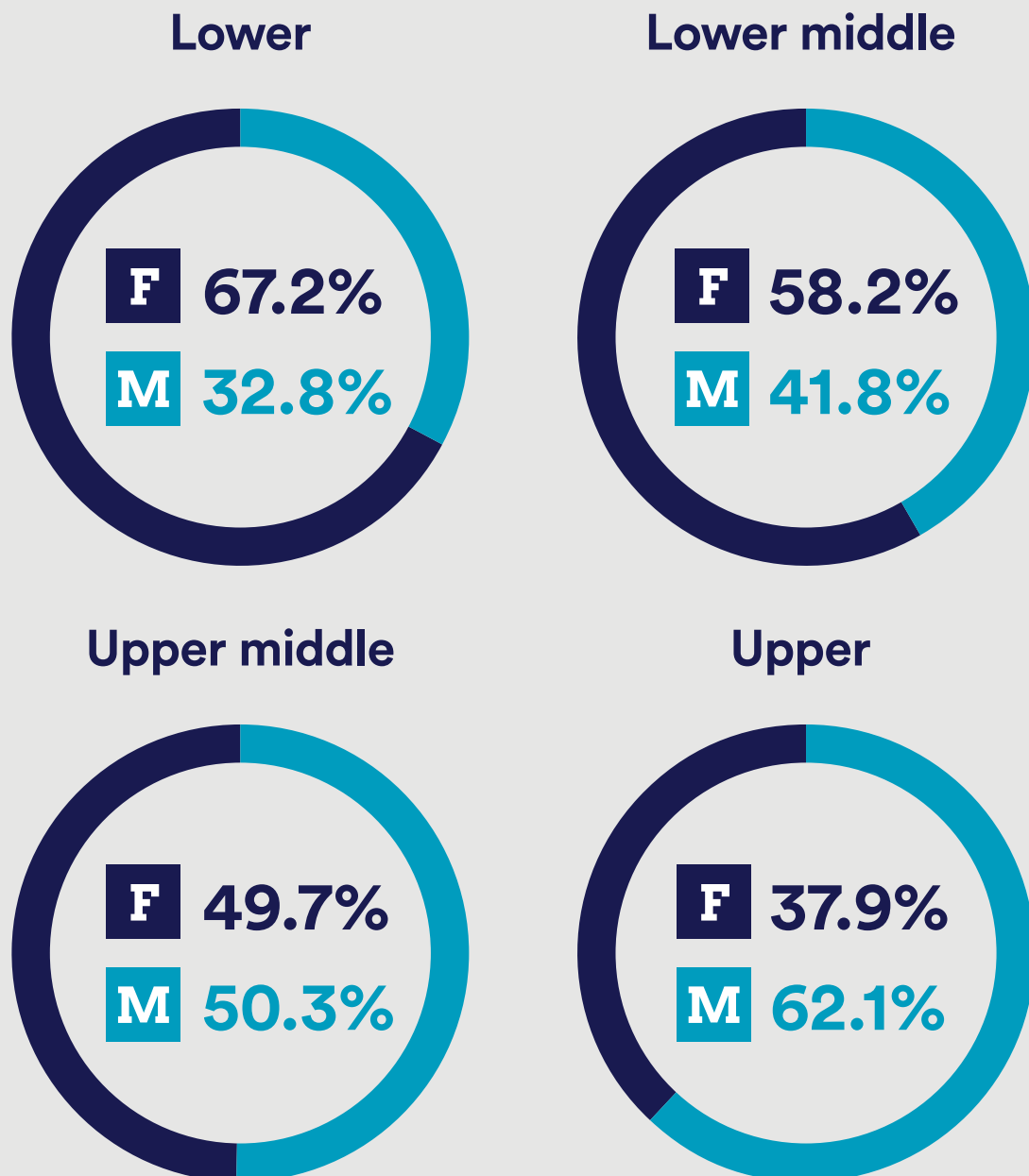
The table above shows that 0.9% fewer women received a bonus than men for their performance in 2016. The Clinical Excellence Award (CEA) also impacts this result, over which the University has no influence. Discounting the CEA the results would have been reversed, with 0.7% more women than men receiving a bonus for their performance in this period.

We are confident that the minimal difference in the gender split of bonus payments awarded shows that men and women have an equal opportunity to participate in and earn a bonus.

Our bonus schemes are monitored on an ongoing basis to ensure that there is equality of opportunity for staff to earn a bonus. The results of the monitoring are analysed at an institutional level.

# Pay quartiles

Calculation six



The above image illustrates the gender distribution at the University of Nottingham across four equally-sized quartiles.

The quartiles illustrate the root cause of the gender pay gap within the University. There is a higher proportion of female staff within the lower quartiles, and a higher proportion of male staff within the upper quartile. This is the primary reason for the gender pay gap at the University of Nottingham.

# The gender pay gap within UK higher education

## Processes, policies and practice

The University is committed to ensuring that its processes, policies and practice reflect an institutional commitment to fairness, equality and inclusion. It is also useful to highlight context that is particularly relevant to the UK higher education sector.

The UK HE sector as a whole sees an imbalance of male staff at senior levels. This is most prevalent within academic positions and has been evidenced for many years. There are a number of causes for this, both institutional and societal. The University of Nottingham, like many other UK HE institutions, employs a number of long-serving male academics. In many cases, their salaries are significantly above the levels of more recently promoted or recruited academic staff. This is due to factors including length of service and performance in the higher-level role.

The proportion of female academics, including those in senior posts, is increasing. But the gender pay gap remains, in part due to the length of time senior male staff have been in post. These imbalances will reduce over time. In recent years the University has taken steps to equalise starting pay on promotion, and to take proactive action on analysing, identifying and equalising historic gender salary imbalances. Significant sums have been made available and used for this action in 2015/16 and 2016/17.

The counterpoint to the imbalance of men at senior levels in the sector is the lower proportion of male employees at junior levels. This contributes towards the gender pay gap by leading to a higher percentage of female staff at the junior, lesser paid, staff levels. Efforts to significantly reduce the gender pay gap need to focus on the imbalance at both junior and senior levels. The University is committed to improving results at both levels. This includes action to attract male candidates for roles which are currently more likely to attract and appoint female candidates.