MEETING OF THE GENDER EQUALITY GROUP  
TUESDAY, 22 MAY 2018

NOTES AND ACTIONS

Present: Amber Bartlett (Division Representative, Residential and Hospitality Services), Alan Champney (Faculty Rep, Engineering), Sue Clyne (Deputy HR Director and GEG Co-Chair), Jane Keenan (Division Rep, Development and Alumni Office), Vikki Layton (GEG Secretary, EDI Officer), Harry Mellor (Faculty Rep, Biomedical Sciences), Jonathan Sandy (Dean of Health Sciences, GEG Co-Chair), Charlotte Villiers (Faculty Rep, Social Sciences and Law), Pete Walker (Division Rep, IT Services), Ann Williams (Faculty Rep, Biomedical Sciences)

In attendance: Diane Kelly (Guest Speaker, Swansea University), Joy Merrell (Guest Speaker, Swansea University), Jenny Smith (Equal Pay/Statutory Pay Audit, Associate Member),

Apologies: Havi Carel (Faculty Rep, Arts), Astrid Linthorst (Faculty Rep, Health Sciences), Jane Memmott (Faculty Rep, Science), Tim Samsun (Division Rep, Estates Office)

Declarations of interest: [N/A]

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item title</th>
<th>Decision taken</th>
<th>Action</th>
<th>Action Owner</th>
<th>Target date</th>
<th>Progress update</th>
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<tbody>
<tr>
<td>2.</td>
<td>Minutes of last meeting</td>
<td>Approved</td>
<td>Faculty Reps to provide overview of Gender/Athena SWAN/EDI activity taking place within their respective areas at the next GEG</td>
<td>Faculty Representatives</td>
<td>Friday 29th June 2018</td>
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<td></td>
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<td>Lauren Curtis (D&amp;I Champion for Elizabeth Blackwell Institute) to be invited to next GEG</td>
<td>EDI Officer</td>
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Supporting notes: Updates provided for actions from last meeting:
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<tbody>
<tr>
<td>1)</td>
<td>Equality, Diversity and Inclusion Officer highlighted that there was a meeting taking place with the ERP team to discuss SWAN data reporting with ERP team. <strong>Update:</strong> ERP left these reports for thorough testing. <em>Suite of SWAN reports should be available in June for checking and any additional tweaks needed.</em> IT also made us aware we are able to unlock PIMS upon HR Systems request for historic/standard reports.</td>
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<td>2)</td>
<td>Issues relating to recording and accuracy of Training data. Co-chair (SC) and Divisions Representative informed members she is having a meeting with OnCourse system providers to see if this can be changed and provide update at the next GEG. <strong>Update:</strong> Ongoing</td>
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### Items for information

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<tr>
<td>3.</td>
<td>Update from Jenny Smith, Reward Manager</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td></td>
<td>Statutory Pay Gap Reporting</td>
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<td><strong>Supporting notes:</strong> Please see slides at the end of the minutes (01/GEG220518)</td>
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<td>4.</td>
<td>Professor Diane Kelly and Professor Joy Merrell: Athena SWAN at Swansea University: Successes and Challenges</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td><strong>Supporting notes:</strong> Please see slides at the end of the minutes (02/GEG220518)</td>
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Gender Pay Gap

An overview

Gender Pay Gap - overview

• Background
• Purpose, methodology
• Our workforce
• Findings
• Actions
What is a gender pay gap?

A gender pay gap is the percentage difference between the average pay of male employees and female employees for a given group. A gender pay gap above zero will show that, on average, men earn more while a pay gap below zero shows that women, on average, earn more.

Note: The GSS uses median full-time hourly earnings excluding overtime as its primary benchmark. The use of gender pay gaps covering all staff, part-time staff and staff by job level are also common. The mean and the median are both used as the measure of central tendency (average).

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

Equal pay means men and women being paid the same for the same work within the workforce.

The gender pay gap is the percentage difference between the average pay of men and women across the whole workforce.

Average male pay is £2.3

Average female pay is £1.7
Gender Pay Gap – purpose and methodology

- Purpose - review findings and create action plan to address gaps
- Requirements – publish data on government website by 30th March 2018, link to our report of our findings
- Methodology - gap between average M/F pay
  Quartiles – by salaries
  Bonus GPG – gap between average M/F bonuses (whole year) recipients only,

  % of workforce
Gender pay gap – methodology (cont.d)

- As at 31 03 17 and annually thereafter
- Uses hourly rates of pay, FT and PT staff at FT rate
- Exclusions – overtime, GPG excludes reduced pay staff
- Inclusions – salaries *after* salary sacrifice
- Our data: (from payroll) includes clinicians, apprentices and interns
  Excludes: HPT’s, casuals and sole traders

Gender Pay Gap - findings

**OUR GENDER COMPOSITION**

45% of our workforce are men
55% of our workforce are women

**OUR GENDER PAY GAP**

Median Pay Gap 16.2%
UK-wide 16.4%
Mean Pay Gap 21.1%

**PAY BY QUARTILES — OUR HOURLY PAY QUARTILES**

- Lower Quartile: 25%
- Lower Middle: 27%
- Upper Middle: 19%
- Upper Quartile: 29%
UoB workforce (as at 01 Jan 2016)

What is the gender balance in the HE workforce?

Whole HE workforce:
- 46% male
- 54% female

Professional services staff:
- 37% male
- 63% female

Academic staff:
- 54% male
- 46% female

Occupational segregation and hierarchies

What is horizontal segregation?

Gender pay gaps can highlight areas that merit investigation by employers. Differential distribution of women and men in the workforce is often referred to as ‘occupational segregation’. Horizontal segregation is the tendency for women and men to be concentrated in different occupations.

![Occupational segregation diagram](image-url)

Source: HESA, 2016-17. Headline based on median earnings for full and part-time staff and 36-hour working week. Gender distribution rounded to 5%.

How does the gender balance differ by job?

The balance between **male** and **female** employees varies across jobs between full-time (FT) and part-time (PT) work.

![Gender balance by job type](image-url)

Source: HESA, 2016-17. Selected job levels. HESA contract level shown in brackets.
What is vertical segregation?

Vertical segregation is identified as an issue by many employers. It is the tendency for women and men to be concentrated differently in different job levels within an occupation. This is not about equal pay – as men and women should be paid equally on the ranges for each job level – but typically, including in HE, women are underrepresented in the senior levels and may be overrepresented in the lower levels.

<table>
<thead>
<tr>
<th>Position</th>
<th>Men (%)</th>
<th>Women (%)</th>
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<tbody>
<tr>
<td>Deputy Vice-Chancellor (BO)</td>
<td>36%</td>
<td>64%</td>
</tr>
<tr>
<td>Head of school/faculty (C1)</td>
<td>30%</td>
<td>70%</td>
</tr>
<tr>
<td>Academic Head (D1)</td>
<td>32%</td>
<td>68%</td>
</tr>
<tr>
<td>Professor (F1)</td>
<td>25%</td>
<td>75%</td>
</tr>
<tr>
<td>Established lecturer (J0)</td>
<td>48%</td>
<td>52%</td>
</tr>
<tr>
<td>Early career lecturer (K0)</td>
<td>50%</td>
<td>50%</td>
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</tbody>
</table>

Source: HESA, 2016–17. Based on head count for all staff (full-time and part-time).

Bonus gender Pay Gap - findings

**OUR BONUS PAY GAP**

- Median Pay Gap: 6.7%
- Mean Pay Gap: 5.3%
- % of population who received bonus: 2.6% (men), 3.0% (women)

**OUR BONUS PAY GAP: (INCLUDING CLINICAL ACADEMICS AND GPs)**

- Median Pay Gap: 50%
- Mean Pay Gap: 58.1%
- % of population who received bonus: 3.0% (men), 3.2% (women)
Sector data

Is the HE gender pay gap narrowing?

Academic staff

Professional services staff

<table>
<thead>
<tr>
<th>Year</th>
<th>Academic Staff</th>
<th>Professional Services Staff</th>
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<tbody>
<tr>
<td>2004-05</td>
<td>11.2%</td>
<td>5.7%</td>
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<tr>
<td>2014-15</td>
<td>12.0%</td>
<td>5.7%</td>
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</table>


Sector compared to whole economy

Gender pay gap over the decade: how is HE doing?

<table>
<thead>
<tr>
<th>Year</th>
<th>Higher Education</th>
<th>Whole Economy</th>
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<tbody>
<tr>
<td>2006-07</td>
<td>24.5%</td>
<td>21.5%</td>
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<tr>
<td>2016-17</td>
<td>21.5%</td>
<td>18.1%</td>
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</tbody>
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Source: ONS, ASHE, 2017. (Based on median gross hourly earnings excluding overtime for all employees full-time and part-time).
Gender pay gap - actions

- Attraction: Unconscious bias training, interview panels are gender diverse, Athena Swan commitment. Shared parental leave and paternity pay are paid at occupational rate.
- Retention: Maternity/paternity coaching, returning carers scheme (researchers), conference financial support, nursery provision, Parents Network.
- Development: Extensive leadership programme, mentoring, coaching, promotions impact assessment and EDI monitoring.
- Pay: Job evaluation, incremental progression, professorial targets.

Gender pay gap – Comms plan

- Marketing&Comms support
- Pre-launch: UMT (approval), Trades Unions, Student Union, HR Committee and EDI Steering Group.
- Faculty Boards, Professional Services Leaders, Gender Equality Group, Resource Managers Group, UBJES Steering Group.
Outline

• Background and Context
• Growing our own
• Gender pay gap
• Supporting Trans people
Background and Context

- Joined Athena SWAN Charter in 2008
- Achieved bronze award in 2009
- Gained Bronze renewal award in 2013
- Opened second campus in 2015

Our goal and strategy
Swansea Surroundings

Growing our own

- Clearly defined, published career pathways for academic staff to progress from early career posts through to Professor
- Academic career pathways criteria are transparent, provide an indication of the standards required at every grade and are incorporated into our promotions procedure
- Promotions process linked to annual PDR process
- Achieved a sector leading 99% PDR completion rate, verified through the online system over last 4 years
- Staff are made aware of training courses available through an email following their PDR linked with their individual identified training needs
Promotion

- Introduced indicative performance levels at each grade to provide clear and transparent guidelines
- Provided examples of what is expected for promotion
- Applied the equality principles established in REF 2014 for individual circumstances e.g. consideration of parental leave, career breaks enabling staff to apply for promotion based on the quality, (rather than quantity) of their work.
- Held workshops on the promotion process and CV writing in each College.

Impact: Marked increase in applications from women and a significantly higher success rate for women (62% success rate for all posts compared to males 37%).

Professional services review

- 250 staff have been through the PSR process to date:
  - 39% F (n=194) and 25% M (n=56) received promotion/upgrade,
  - 59% remained at the same grade
  - 6% (n=14, 7M:7F) appointed at a lower grade with protected salary for four years.
- Significantly contributed to an increase in females at the senior Professional Services grades.
The Gender Pay Gap

Where is our gender pay gap?

• Between 2008 and 2016 we conducted 3 equal pay audits and found that within each of the grades 1-10A the mean pay gap is 2% or less.

• Two underlying issues have become apparent:
  - Occupational segregation with women clustering in low-paid, low-hours jobs (e.g. catering, cleaning).
  - An in-grade pay gap evident at grade 11 (Professors).

The Gender Pay Gap (Cont.)

1. Clustering of low-paid, low hours jobs.
• Participated in a Women Adding Value to the Economy (WAVE) research project (2014-16), from this we developed new gender neutral roles using a values based recruitment process.

• This broke down gender stereotypes and improved gender balance with the recruitment of more female team leaders.

• Recent pay examinations show that there is a 3.7% positive pay gap in favour of females across these roles and feedback has been positive and a 50:50 gender representation in this area.
Professorial pay gap

Following the 2016 THE gender pay statistics report, we established a task and finish working group to:

a) Review in detail all professors by gender, college, length of service, role and activities
b) Consider professorial banding and revision of starting salary
c) Revise indicative performance levels for increases in remuneration
d) Introduce clarity and transparency around discretionary and role associated pay
e) Ensure gender balance on the remuneration committee

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Supporting Trans People

- Proactive in our commitment to staff training on trans* issues
- Our staff induction contains a section dedicated to trans* inclusivity in the workplace and the University support to trans* equality
- Our LGBT+ Staff Network offers social support, advice and guidance and has excellent links with local trans* organisations
- Awarded Stonewall Cymru Welsh Staff Network of the Year (February 2017)
Supporting Trans People

- Our annual Gender Culture Survey has a full equality monitoring form.
- No issues reported in the area of gender identity.
- Currently developing Transitioning at Work Guidance that covers the use of facilities and dress code for non-binary staff.
- In February 2017 we held an LGBT symposium which featured a section on exploring trans* issues, and included a number of trans* speakers sharing their personal experiences.

Come and Visit us
Thank You/Diolch

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Professor Diane Kelly
d.kelly@swansea.ac.uk