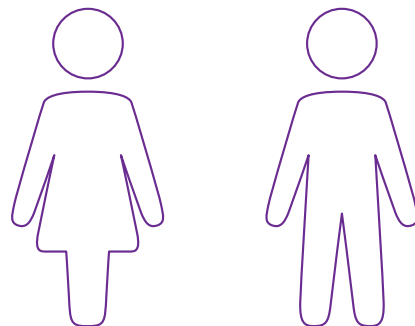


THE UNIVERSITY OF MANCHESTER

GENDER PAY GAP REPORT 2017



MIND
THE
GAP

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THE UNIVERSITY OF MANCHESTER

**GENDER
PAY GAP
REPORT**
2017

1. Introduction

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017¹ came into force on 6 April 2017.

The new regulations make it mandatory for all organisations with more than 250 employees to report their gender pay gap on an annual basis. All organisations in the public sector, including universities, are required to take a snapshot of data on 31 March 2017 on which an analysis of the pay gap must be undertaken.

All relevant organisations are required to publish details of their gender pay gap in accordance with the specified criteria on their own web site and on the Government's Equalities Office web site by 30 March 2018, and then annually.

The gender pay gap is distinct from equal pay though that distinction is often confused. ACAS provides the following definitions:

*“**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 between the average (mean or median) earnings of men and women. This is expressed as a percentage of men's earnings.”²*

The gender pay gap measures differences in pay between men and women across an entire range of pay, which includes jobs of different size and level. It should be emphasised that any gap is not a measure of unequal pay for the same or similar work or

work of equal value, but, more often, a reflection of the lower representation of women at higher grades/levels. In other words, any pay gap will be reduced by progress towards the University's headline equality and diversity objectives to achieve greater gender balance at higher grades and senior levels where women are currently underrepresented.

This report provides the outcomes of the University of Manchester's mandatory gender pay gap reporting requirements, provides some context and explanation to consider what the outcomes mean and provides a summary of how the University is addressing the gap that has been identified.

¹ <http://www.legislation.gov.uk/uksi/2017/353/schedule/1/made>

² Extract from Managing gender pay reporting ACAS December 2017
Source: http://www.acas.org.uk/media/pdf/m/4/Managing_gender_pay_reporting_04_12_17.pdf

2. Calculations and scope of reporting

All data presented in this report has been gathered and analysed in accordance with the Equality Act 2010 (Specific Duties and Public Authorities) 2017. In line with all public sector organisations the data is based on hourly pay rates as at 31 March 2017 and for bonuses paid between 1 April 2016 and 31 March 2017.

All relevant organisations are required to report their:

- i mean gender pay gap
- ii median gender pay gap
- iii mean bonus pay gap
- iv median bonus pay gap
- v proportion of males and females receiving a bonus payment
- vi proportion of males and females on each pay quartile.

The data includes information relating to all relevant employees which is defined as anyone employed by the University on 31 March 2017.

3. Context

Equality, diversity and inclusion are key priorities for the University of Manchester and the organisation promotes opportunities for all and values differences. The University is committed to fairness and equality and this commitment in relation to gender equality is embedded within Goal 3 of the 2020 Strategic Plan to:

Support the Athena SWAN Charter for enhancing the recruitment and advancement of women in science, technology, engineering, mathematics and medicine in higher education and research, and to recognise work undertaken in arts, humanities, social sciences, business and law, and in professional and support roles, to address gender equality more broadly³;

KPI9 in the University's Strategic Plan sets out the University's commitment to "a weighted portfolio of measures to monitor progress against the social responsibility agenda, including equality and diversity profile." This commitment is further embedded in the University's published equality and diversity objectives in its commitment to "improve the representation of women in..... senior leadership, academic and professional support positions."

³ Extract from Manchester 2020 The University of Manchester's Strategic Plan: Goal 3 Social Responsibility

4. Why are the outcomes for the University's Gender Pay Gap and Equal Pay Audit different?

Biennial equal pay audits are undertaken which further underpins the University's core guiding principles and values in relation to being *"an accessible organisation, committed to advancing equality and diversity"* and *"an ethical organisation with exemplary policies, procedures and behaviours"*.⁴ Moreover, it supports the University's strategic objective to position itself *"as an exemplary employer and a destination of preference for all staff, both nationally and internationally."*⁵

The University's 2017 equal pay audit includes data relating to all staff in Grades 1-8 and Grade 9 PSS and non-clinical Professorial staff. Employees on clinical grades, those employed by wholly owned subsidiary companies of the University, staff paid in zone "A" of the professorial scale and those engaged on a casual basis who were not deemed employees and where there was no obligation to be available for work or to be offered work by the University are not included in the equal pay audits so the outcomes differ from those presented here within the gender pay gap report. The equal pay

audits examine the pay difference within grades based on three categories: gender, ethnicity and disability. As the audits seek to establish whether pay is equal for work of equal value, its main focus is to examine pay differences within grades for these categories. The data underpinning the University of Manchester's equal pay audit includes basic pay for each relevant employee and excludes any additional payments such as market supplements and acting-up allowances. Again, as the criteria for the gender pay gap reporting is different, this will be reflected in the outcomes.



⁴ Extract from Manchester 2020 The University of Manchester's Strategic Plan: Strategic Vision

⁵ Extract from Manchester 2020 The University of Manchester's Strategic Plan: Goal 3 Social Responsibility

5. The University of Manchester Gender Pay Gap:

OUTCOMES AND ANALYSIS

The tables below contain the outcomes of The University of Manchester’s gender pay gap reporting:

Table 1: Pay Gap Information, The University of Manchester, 2017

Pay Gap Information	Mean (Average)	Median (Middle)
Gender Pay Gap	17.1%	13.1%
Gender Bonus Gap	61.1%	87.2%

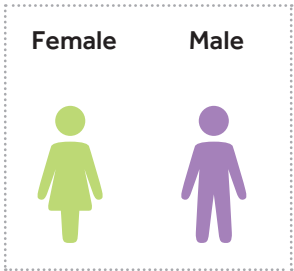


Table 2: Staff numbers split by gender in each quartile pay band, count and proportions, The University of Manchester, 2017

Quartile Pay Bands	Population	Male	Female	Total	% Male	% Female
Highest Paid	Quartile 1	1,893	1,231	3,124	60.6%	39.4%
	Quartile 2	1,615	1,510	3,125	51.7%	48.3%
	Quartile 3	1,484	1,641	3,125	47.5%	52.5%
Lowest Paid	Quartile 4	1,249	1,877	3,126	40.0%	60.0%

Table 3: Hourly Rates of Relevant Full-Pay Employees

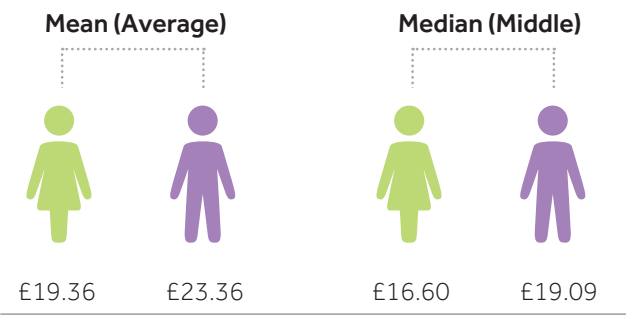
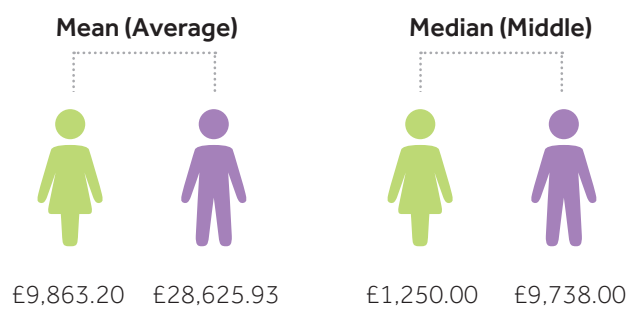
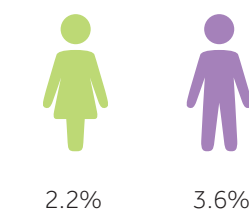
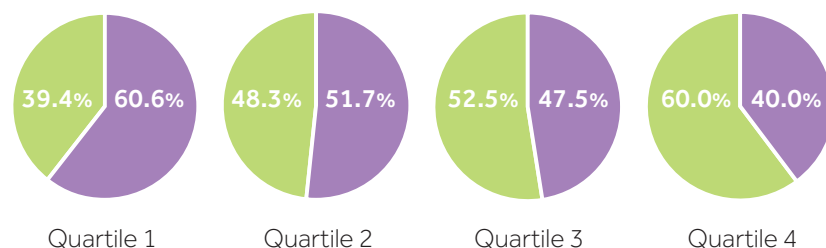


Table 4: Bonus Rates of Relevant Employees**Proportion of staff who received a bonus, split by gender, The University of Manchester, 2017****Gender split in quartile pay bands from highest to lowest paid, The University of Manchester, 2017**

As the tables above show, females make up 50.1% of the University's overall workforce. Whilst representation within quartiles 2 and 3 show fairly even gender balance (48.3% and 52.5% respectively are female), the proportion of staff within quartile 1 and 4 show a greater gender imbalance. Female staff represent 60.0% of the workforce within quartile 4 (the lowest paid quartile) and 39.4% within the highest paid quartile (quartile 1). This inevitably impacts on the gender pay gap outcome. The issue of under-

representation of women at senior levels is a long-standing sector wide issue and one that the University has sought to address for some time (see Section 8 on page 10).

The gender pay gap outcome for bonus payments highlights a different issue. In line with guidance produced by UCEA⁶ the University has classified Clinical Excellence Awards (CEAs) as bonus pay for the purpose of gender pay gap reporting. Further background and a definition of the CEA scheme can

be accessed via the British Medical Association website⁷.

In light of the large gender pay gaps identified in relation to the payment of bonuses the data has been further examined with clinical staff excluded from the data set. This is helpful in terms of assessing and understanding the reason for the large bonus pay gap.

⁶ UCEA 17:102 Gender Pay – treatment of Clinical Excellence Awards <http://www.ucea.ac.uk/en/empres/epl/gender-pay-gap/gpg-briefings.cfm>

⁷ <https://www.bma.org.uk/advice/employment/pay/clinical-excellence-awards-for-nhs-consultants>

6. The University of Manchester Gender Pay Gap:

OUTCOMES AND ANALYSIS (CLINICAL STAFF EXCLUDED)

The University of Manchester employed 468 clinical staff at the snapshot date. Because of their links to the NHS, clinical academic terms and conditions of employment are different to other HE academics and support staff and are determined by the conditions of the nationally agreed pay scale within the NHS (Agenda for Change).

Of the 468 clinical staff employed by the University, 235 are male and 233 are female. Of these, 125 of the male clinicians (53.2%) receive a bonus payment compared with 52 female clinicians (22.3%). This

reflects the fact that a high percentage of male clinicians employed by the University of Manchester are very senior clinicians with a number of years seniority. When considering the total clinical staff cohort, 26.7% of male clinicians receive a bonus payment compared with 11.1% of females. Although the majority of our senior clinicians are male, it is encouraging that there is an increase in the number of new female appointees choosing a career as a clinical academic and as they gain in seniority the gaps identified in the gender pay gap analysis should reduce.

If clinical staff are excluded from the data analysis as shown below, the mean pay gap decreases from 17.1% to 15.9% and the median pay gap falls from 13.1% to 11.1%. The more significant change can be seen in relation to the pay gaps associated with bonus payments. The mean bonus gap falls from 61.1% to 10.4% and the median bonus gap from 87.2% to 0.0%. This highlights the significant impact that clinical staff have on the overall results.

Table 5: Pay Gap Information, The University of Manchester, 2017 (clinical staff excluded)

Pay Gap Information	Mean (Average)	Median (Middle)
Gender Pay Gap	15.9%	11.1%
Gender Bonus Gap	10.4%	0.0%

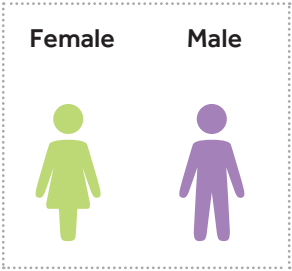
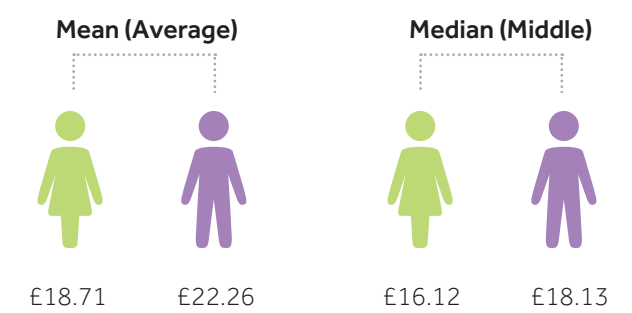


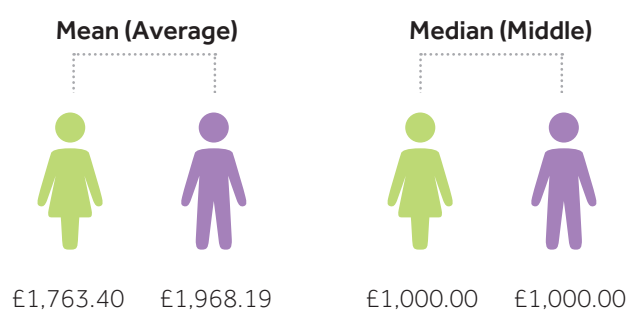
Table 6: Staff numbers split by gender in each quartile pay band, count and proportions, The University of Manchester, 2017 (clinical staff excluded)

Quartile Pay Bands	Population	Male	Female	Total	% Male	% Female
Highest Paid	Quartile 1	1,856	1,151	3,007	61.7%	38.3%
	Quartile 2	1,564	1,444	3,008	52.0%	48.0%
	Quartile 3	1,363	1,645	3,008	45.3%	54.7%
Lowest Paid	Quartile 4	1,223	1,786	3,009	40.6%	59.4%

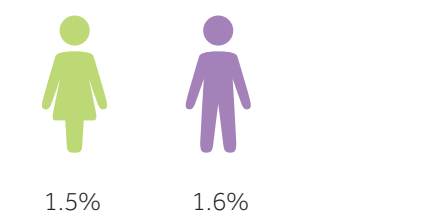
**Table 7: Hourly Rates of Relevant Full-Pay Employees
(clinical staff excluded)**



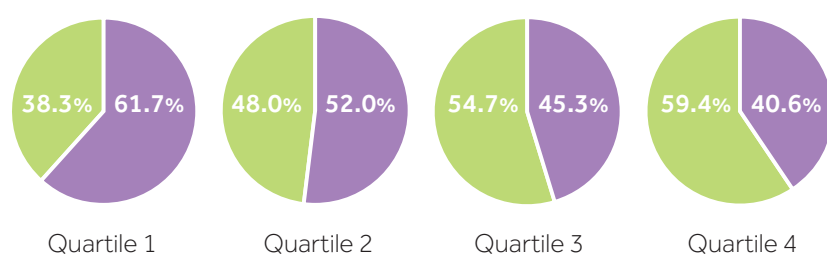
**Table 8: Bonus Rates of Relevant Employees
(clinical staff excluded)**



**Proportion of staff who received
a bonus, split by gender,
The University of Manchester, 2017
(clinical staff excluded)**



**Gender split in quartile pay bands from highest to lowest paid,
The University of Manchester, 2017 (clinical staff excluded)**



7. Outline of initiatives that are underway and planned for the future which seek to address the gap

In line with our findings from undertaking biennial equal pay audits it is clear that the pay gaps derive from an under-representation of females at the highest level within the organisation. It is important to reiterate that this does not mean that female staff are paid differently to their male counterparts for like work.

The University will continue to monitor and reflect address issues of under-representation by building on and developing the initiatives detailed and by seeking new opportunities to ensure all policies and practices are equitable and inclusive.

The University of Manchester is committed to reducing its gender pay gap and has a range of initiatives already in place to support this, including:

Family friendly policies

The University is currently reviewing its flexible working policy and has a number of family friendly policies in place. The University offers a range of support to women returning from maternity or adoption leave, has two workplace nurseries and all staff can register with a child care voucher provider. The provisions of the maternity and shared parental leave policies are generous with eligible staff receiving full pay for 26 weeks during the period of Ordinary Maternity Leave. The shared parental leave policy pays men and women the same and therefore gives working families more choice and flexibility, helping to close the gender pay gap and enable fathers to play a more active role in caring for their children.

Membership of and commitment to the Athena SWAN Charter principles

The University of Manchester has been a member of the Athena SWAN charter since 2008 and currently holds a Bronze Award at institutional level. All 15 STEMM schools hold Athena SWAN awards (currently eight silver and seven bronze awards) and since the charter was expanded in 2015 to include non-STEMM schools the Schools of Law and Social Sciences have both been granted bronze awards. The other three schools within the Faculty of Humanities have applications pending. Membership of the Athena SWAN charter reflects a genuine commitment to see a culture change in the University. The primary focus of the Athena SWAN charter is to advance gender equality, specifically in regard to recruitment, representation, progress and success.

A shared parental leave policy pays men and women the same



All 15 STEMM schools hold Athena SWAN awards



Staff Networks

There are currently 19 different staff networks which meet regularly and have individual agendas and terms of reference and specific web pages. The networks have approximately 3,000 members collectively and include the following: Women in Biology, Medicine and Health, Women in Cancer, Women in Physics, Women in Science, Engineering and Technology, Women Professors Network, Women Researchers Network and the Returning from maternity, paternity or adoption leave support group.

The groups provide the opportunity to network and share experiences and many also offer confidential support and advisory services for members. Additionally each group can feed into the bi-annual Equality, Diversity and Inclusion Leadership Group which is chaired by the Vice President for Social Responsibility. More than 100 awareness raising events have been organised by the networks since 2010.

**Currently
19 different
staff networks**



Raising and maintaining awareness of equality, diversity and inclusion initiatives and successes

The University will continue to promote and celebrate all achievements and milestones in seeking to achieve a diverse and inclusive workforce, for example, in relation to the Race Equality Charter Mark and participation in the Stonewall Employer Index.

The Equality, Diversity and Inclusion Team produces an annual Diversity Calendar which promotes events such as International Women's Day and raises awareness of various equality groups across the University. They also produce a monthly e-newsletter, "Diversity in Focus", which provides regular updates, promotes current activity and initiatives and seeks to find ways to challenge discrimination and stereotypes.

**Participation in
the Stonewall
Employer Index**



Staff Training

All staff participating in academic promotions committees and recruitment panels are required to complete on-line modules focussed on Unconscious Bias and Diversity in the Workplace. The courses provide the opportunity for staff to familiarise themselves with relevant equality legislation and to consider broader issues related to equality, diversity and bias.

As part of the University's commitment to ensure all policies and practices are applied fairly and consistently, additional training is provided for all staff that are required to contribute to the recruitment and/or performance and development review processes. Positive action statements are also included in advertisements as part of our recruitment processes where relevant.

**Staff are required to
complete on-line modules
focussed on Unconscious
Bias and Diversity in the
Workplace**



Staff Survey

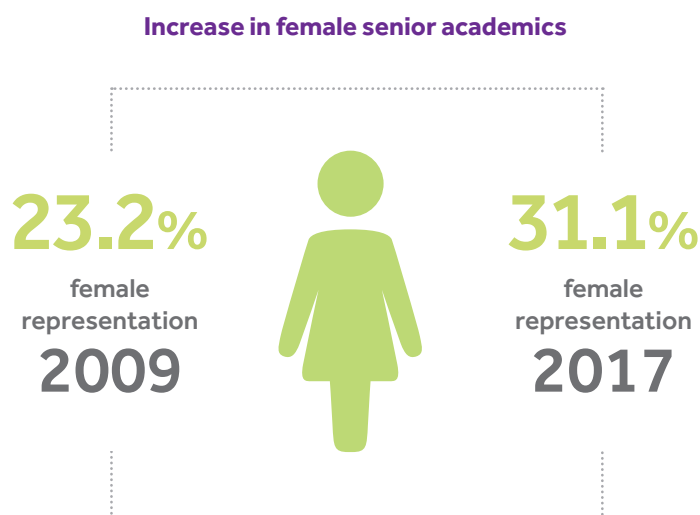
The University seeks to engage with its workforce to understand what issues are important and how staff feel about working for the organisation. Since 2013 The University of Manchester has undertaken a staff survey biennially. The results are analysed by gender in order to identify any significant differences in responses from men and women. The 2017 survey had a response rate of 72% (based in the 10,584 staff invited to participate) with 91% indicating they were proud to work for the University. Responses linked to equality, diversity and fair treatment were positive:

- **87%** felt the University is committed to equality of opportunity for all its staff
- **82%** felt the University acts fairly with regard to recruitment
- **83%** felt the University acts fairly with regard to training and development
- **82%** felt they understood their own responsibilities in relation to the University's Dignity at Work and Study Policy
- **78%** were aware of the "We Get It" zero tolerance to bullying and harassment campaign

91% of staff
are proud to work
for the University

8. Progress to date

Recent analysis as part of the University's Annual Performance Review shows a significant increase in the proportion of female senior academics (Professor, Reader and Senior Lecturer) from 2009 to 2017 with an overall proportion of 31.1% female representation in 2017 (compared to 23.2% in 2009). Amongst the most senior Professional Support Services staff there is already a good gender balance.



9. Conclusion

The results of the gender pay gap analysis highlight an issue of representation, with fewer female staff occupying senior level roles within the University. This has an impact on both the mean and median pay gaps that have been identified. It is important to reiterate that the pay gaps highlighted above are not as a result of men and women being paid differently for work of equal value.

Achieving gender balance is an important goal for the University of Manchester and one that has strategic

significance. Whilst the University acknowledges that it will take time to achieve the gender balance across all levels within the institution, as outlined above, we already have a number of initiatives in place and we continue to seek to build on these further to assist women to progress to the next level of their career. Furthermore, the HR Sub-Committee regularly reviews progress towards greater female representation at senior levels and grades during the University's Annual Performance Review as part of the University's

formal planning and accountability cycle. This ensures that the University regularly reviews measures taken in efforts to hasten progress towards gender balance. It will continue to do so as part of a commitment to achieving gender balance at senior levels of its workforce and thereby reducing and removing the current gender pay gap.

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Created by the Division of Communications and Marketing

Royal Charter Number RC000797
M2194 03.18

