



Queen Margaret University

EDINBURGH

Equal Pay Review 2019

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SECTION 1 - Introduction

1.2 Queen Margaret University's Equal Pay Statement

Queen Margaret University is committed to supporting and promoting equality of opportunity for all employees.

The University recognises that under the Equality Act 2010, both women and men have the right to equal pay for work of equal value; this applies to all employees regardless of full or part-time status, casual or temporary contract or length of service.

In addition to the above, the University also recognises its duty to provide equal pay for work of equal value regardless of differences in age, race, nationality, ethnic or national origin, religion, sexual orientation, marital, civil partnership, parental status or disability.

The University has in place a pay and grading system which is used to assist in determining equal pay across the University. The pay and grading system is applied transparently, based on objective criteria to ensure that it is free from unlawful bias.

The University's policies and procedures associated with pay and remuneration have been developed and implemented with a view to eliminating unlawful bias, and are systematically monitored and reviewed.

In order to put the University's commitment to equal pay for work of equal value into practice, the University will:

- Undertake equal pay reviews in accordance with the Public Sector Equality Duty (PSED) for all current staff and starting pay for new staff;
- Monitor the impact of its policies and procedures associated with pay and remuneration and take appropriate action where necessary;
- Provide guidance for managers involved in decisions about recruitment, pay, benefits and promotions.

We intend through the above action to avoid unfair discrimination and to reward fairly the skills, experience and potential of all staff.

1.2 What is an Equal Pay Review?

The purpose of an Equal Pay Review is to review statistical data relating to an organisation's pay and Human Resources data in order to identify any gender pay differences and pay differences associated with protected characteristics and provide a set of findings and actions based on any such differences. It has been recognised that there are numerous benefits to carrying out such a review, such as eliminating pay inequalities, demonstrating the university's commitment to equal pay and meeting the public sector equality duty.

1.3 Our Approach

The review takes into consideration employee salary data collected as at 1st August 2018. This data is broken down by the relevant areas (Academic/Professional Services), Grades, Gender and Protected Characteristics.

1.4 Methods for calculating the Pay Gap

Any difference between the mean and median pay of male and female employees is referred to as a gender 'pay gap', and has been calculated following the formula provided in the public sector equality duty guidelines. The gender pay gap has been calculated using the mean and median salaries and hourly pay of female employees, expressed as a percentage of the mean and median salaries of male employees doing work of equal value (same Grade). The salary data has been expressed as a full time equivalent salary, and includes those individuals who work part time hours to allow for comparison.

A positive percentage demonstrates a pay gap in favour of women and a negative percentage pay gap demonstrates a pay gap in favour of males.

The pay gap columns within each of the tables provided in Section 3 have been colour coded to highlight significant gaps as follows:

Significant negative pay gap (>5%)	RED text
Significant pay gap in favour of females	ORANGE text

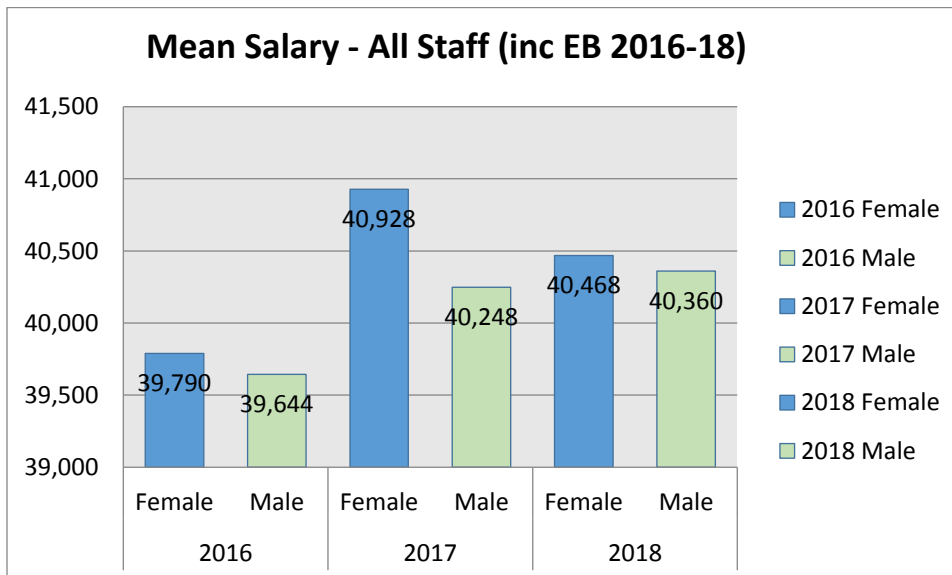
According to European Human Rights Commission (EHRC) a pay gap of 5% or greater is considered to be significant.

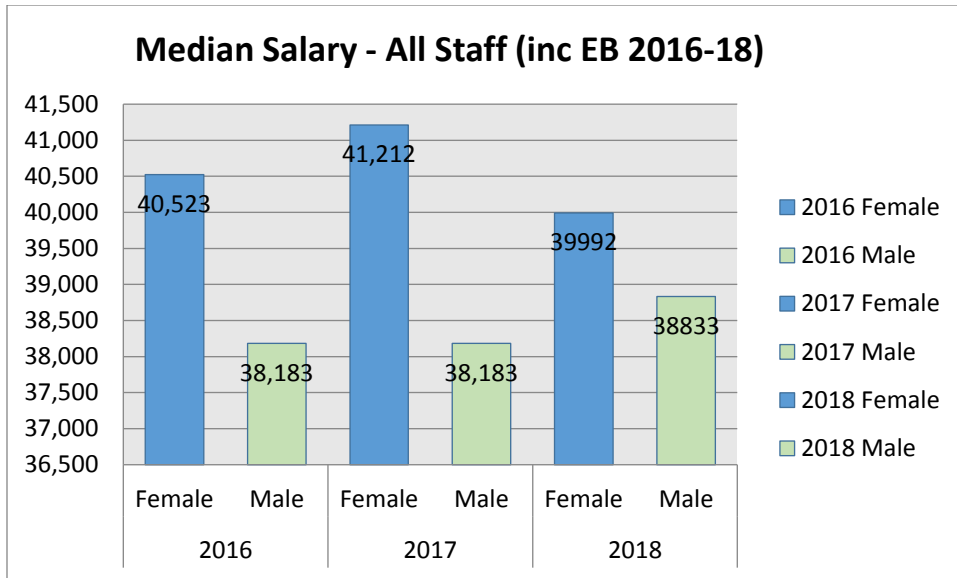
SECTION 2 – Findings at a glance...

2.1 Gender Pay Gap – All Employees (including EB)

	Gender Pay Gap
Mean Gender Pay Gap in Annual Salary	-0.27%
Mean Gender Pay Gap in Hourly Pay	-0.37%
Median Gender Pay Gap in Annual Salary	-2.98%
Median Gender Pay Gap in Hourly Rate	-2.98%

	2016	2017	2018
Mean Pay Gap	-0.37%	1.69%	-0.27%
Median Pay Gap	6.13%	6.13%	-2.98%



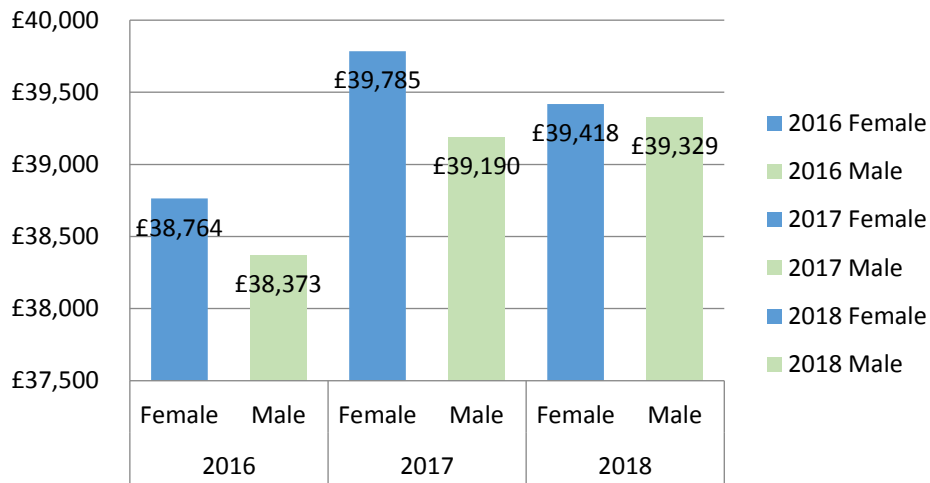


2.2 Gender Pay Gap – All Employees (excluding EB)

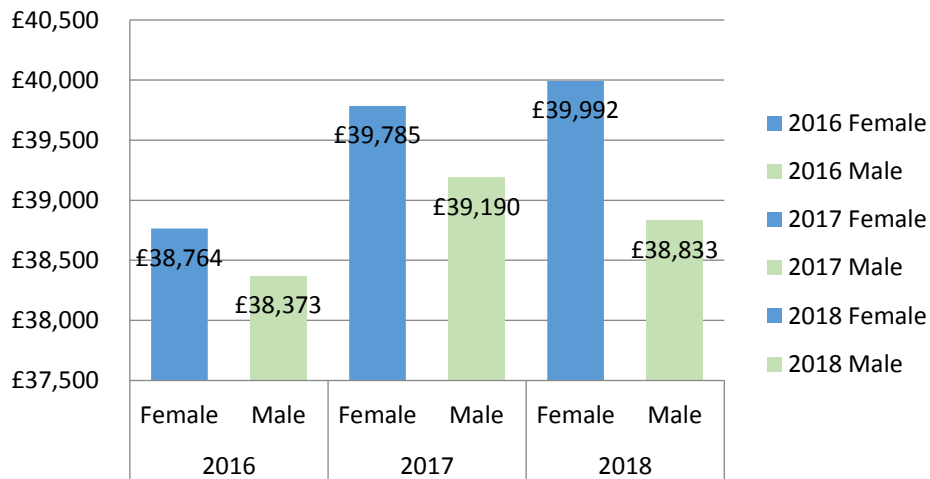
	Gender Pay Gap
Mean Gender Pay Gap in Annual Salary	-0.23%
Mean Gender Pay Gap in Hourly Pay	-0.33%
Median Gender Pay Gap in Annual Salary	-2.98%
Median Gender Pay Gap in Hourly Rate	-2.98%

	2016	2017	2018
Mean Pay Gap	1.02%	1.52%	-0.23%
Median Pay Gap	9.30%	6.13%	-2.98%

Mean Salary - All Staff (exc EB) 2016-18



Median Salary - All Staff (exc EB) 2016-18



3.0 Summary Narrative

As advised earlier in this report, we are committed to the principle of equal pay for work of equal value, free from bias and based on objective criteria. The University recognises that under the Equality Act 2010, both women and men have the right to equal pay for work of equal value; this applies to all employees regardless of full or part-time status, casual or temporary contract or length of service. Equally, the University also recognises its duty to provide equal pay for work of equal value regardless of differences in age, race, nationality, ethnic or national origin, religion, sexual orientation, marital, civil partnership, parental status or disability.

The University has in place a pay and grading system which is used to assist in determining equal pay across the University. The pay and grading system is applied transparently, based on objective criteria, and free from unlawful bias.

The University's policies and procedures associated with pay and remuneration have been developed and implemented with a view to eliminating unlawful bias and are systematically monitored and reviewed.

In order to put the University's commitment to equal pay for work of equal value into practice we have undertaken to:

- Conduct an equal pay review every two years in accordance with the Public Sector Equality Duty for all current staff and starting pay for new staff;
- Monitor the impact of our policies and procedures associated with pay and remuneration and take appropriate action where necessary;
- Provide guidance for managers involved in decisions about recruitment, pay, benefits and promotions.

Data set out in our Equal Pay Review 2019 (based on data from 1 August 2018) suggests that, for all staff (including Executive Board), there is a positive pay gap in terms of mean salary of some 0.27% between female and male employees i.e. in favour of female staff. If salaries of the Executive Board are excluded, there is also a positive mean pay gap in favour of female employees of 0.23%. 2018 data shows the positive female pay gap is narrowing from 2017 where the gap was 1.69%.

The median pay gap for all staff is 2.98% in favour of females (including Executive Board). This gap has narrowed in 2018 compared with the previous two years where the gap was consistently 6.13% in favour of female staff. When excluding the Executive Board salaries, the median pay gap remains in favour of female staff at 2.98% which is a reduction based on the previous two years, 9.30% (2016) and 13% (2017).

By way of context, the Advance HE report titled 'Equality and Higher Education Staff Statistical Report 2018', reported a negative mean pay gap in favour of females of 17.2% and median pay gap of 13.7% across UK HEIs. Furthermore, in Scotland the overall gender pay gap for HEIs was wider, with a mean negative female pay gap of 19.2% and median pay gap of 18.8%. In terms of benchmarking, QMU performs significantly better in terms of the pay gaps reported for UK and Scottish HEIs.

Analysing the data by grade, whilst there are no significant mean pay gaps between Grades 1-9 for all staff, it is noted that a significant median pay gap exists in grade 7. At Grade 10 there is a

significant pay gap, both mean and median, in favour of male salaries. Detailed analysis of the data demonstrates that this significant pay gap is attributed to academic salaries. In particular, it is related to the Senior Academic and Professorial positions. Although there are a small proportion of individuals appointed to such positions, this is an area that requires further investigation.

In analysing the data by protected characteristics, females between the ages of 25–34 and 45-54 are paid significantly less than males, with mean pay gaps of 6.46% and 7.37% respectively.

The population of staff at the age group of 65+ shows a significant mean pay gap in favour of female staff of 64.3%. This gap is attributed to a very low number of staff within this age group.

BME, LGBT and declared disabled populations are all paid less when compared with the wider employee population, both from a mean and median calculation. However, it is acknowledged that employee data on ethnicity, sexual orientation and disability is not as reliable given that a large percentage of the population is declared as unknown although improvements to this data can be seen in 2016/17 and 2017/18.

SECTION 3 – Detailed Findings

3.1 Gender Pay Gap Analysis by Grade – All Staff

All staff	Mean					Median				Gender Pay Gap				
	Salary		Hourly			Grade	Salary		Hourly		Mean Pay Gap	Mean Pay Gap	Median Pay Gap	Median Pay Gap
	Male	Female	Male	Female			Salary	Hourly Rate	Salary	Hourly Rate	Salary	Hourly Rate		
G2	£16,498	£0	£8.87	£0.00	G2	£16,498	£0	£8.87	£0.00	100.0%	0.00%	100.00%	100.00%	
G3	£18,233	£18,389	£9.81	£9.89	G3	£18,263	£17,764	£9.82	£9.56	-0.9%	-0.86%	2.73%	2.73%	
G4	£22,158	£21,785	£11.92	£11.72	G4	£22,231	£21,287	£11.96	£11.45	1.7%	1.68%	4.24%	4.24%	
G5	£26,961	£26,543	£14.50	£14.28	G5	£27,285	£26,890	£14.68	£14.46	1.6%	1.55%	1.45%	1.45%	
G6	£30,441	£30,546	£16.43	£16.50	G6	£30,688	£30,688	£16.51	£16.51	-0.3%	-0.40%	0.00%	0.00%	
G7	£34,635	£35,299	£18.74	£19.14	G7	£33,518	£35,035	£18.03	£19.05	-1.9%	-2.12%	-4.53%	-5.63%	
G8	£44,125	£44,223	£24.19	£24.26	G8	£44,992	£44,992	£24.72	£24.72	-0.2%	-0.29%	0.00%	0.00%	
G9	£55,520	£55,622	£30.41	£30.49	G9	£56,950	£56,950	£30.63	£30.63	-0.2%	-0.25%	0.00%	0.00%	
G10	£74,741	£68,995	£40.99	£37.78	G10	£75,435	£64,080	£41.45	£35.21	7.7%	7.84%	15.05%	15.05%	

3.4 Gender Pay Gap Analysis – Full Time/Part Time – All Staff

Position Basis	Female Mean FTE Salary	Female Mean Hourly Rate	Female Median FTE Salary	Female Median Hourly Rate	Male Mean FTE Salary	Male Mean Hourly Rate	Male Median FTE Salary	Male Median Hourly Rate	Mean Gap Pay (Salary)	Mean Gap Pay (Hourly Rate)	Median Pay Gap (Salary)	Median Pay Gap (Hourly Rate)
Full Time	£42,015	£22.88	£39,992	£21.97	£40,942	£22.28	£39,992	£21.97	-2.62%	-2.7%	0%	0.00%
Part Time	£38,680	£21.14	£39,992	£21.97	£38,158	£20.90	£38,833	£21.34	-1.37%	-1.1%	-3%	-2.98%

3.7 Pay Gap Analysis – BME staff

BME Mean Salary	BME Median Salary	BME Mean Hourly Rate	BME Median Hourly Rate	Refused/Not Known Mean Salary	Refused/Not Known Median Salary	Refused/Not Known Mean Hourly Rate	Refused/Not Known Median Hourly Rate	Non BME Mean Salary	Non BME Median Salary	Non BME Mean Hourly Rate	Non BME Median Hourly Rate	Refused/Not known & Non BME Mean Salary	Refused/Not known & Non BME Median Salary	Refused/Not known & Non BME Mean Hourly Rate	Refused/Not known & Non BME Median Hourly Rate
£37,929	£38,883	£20.75	£21.34	£38,963	£39,992	£21.29	£21.97	£40,639	£39,992	£22.16	£21.97	£40,581	£39,992	£22.13	£21.97

Mean Salary Pay Gap	Median Salary Pay Gap	Mean Hourly Rate Pay Gap	Median Hourly Rate Pay Gap
6.54%	2.77%	3.57%	2.87%

3.8 Pay Gap Analysis – Staff Declaring a Disability

Disabled Mean Salary	Disabled Median Salary	Disabled Mean Hourly Rate	Disabled Median Hourly Rate	Refused/Not Known Mean Salary	Refused/Not Known Median Salary	Refused/Not Known Mean Hourly Rate	Refused/Not Known Median Hourly Rate	Not Disabled Mean Salary	Not Disabled Median Salary	Not Disabled Mean Hourly Rate	Not Disabled Median Hourly Rate	Refused/Not known & Not Disabled Mean Salary	Refused/Not known & Not Disabled Median Salary	Refused/Not known & Not Disabled Mean Hourly Rate	Refused/Not known & Not Disabled Median Hourly Rate
£36,755	£32,076	£19.98	£17.25	£41,169	£42,418	£22.46	£22.82	£40,543	£39,992	£22.11	£21.97	£40,611	£39,992	£21.15	£21.97

Mean Salary Pay Gap	Median Salary Pay Gap	Mean Hourly Rate Pay Gap	Median Hourly Rate Pay Gap
9.49%	19.79%	6%	21%

3.9 Pay Gap Analysis – LGBT Staff

LGBT Mean Salary	LGBT Median Salary	LGBT Mean Hourly Rate	LGBT Median Hourly Rate	Declined to Specify/Not Known & Heterosexual Mean Salary	Declined to Specify/Not Known & Heterosexual Median Salary	Declined to Specify/Not Known & Heterosexual Mean Hourly Rate	Declined to Specify/Not Known & Heterosexual Median Hourly Rate	Mean Salary Pay Gap	Median Salary Pay Gap	Mean Hourly Rate Pay Gap	Median Hourly Rate Pay Gap
£36,909.	£36,613	£20.14	£19.91	£40,573.00	£39,992.00	£22.13	£21.97	9.03%	8.45%	8.99%	9.38%

3.10 Pay Gap Analysis - All staff by Age Group

Age Group	Female Mean FTE Salary	Female Mean Hourly Rate	Female Median FTE Salary	Female Median Hourly Rate	Male Mean FTE Salary	Male Mean Hourly Rate	Male Median FTE Salary	Male Median FTE Hourly Rate	Mean Pay Gap (Salary)	Mean Pay Gap (Hourly Rate)	Median Pay Gap (Salary)	Median Pay Gap (Hourly Rate)
Age 16-24	£17,326	£9.32	£17,326	£9.32	£17,710	£9.53	£17,326	£9.32	2.17%	2.20%	0.00%	0.00%
Age 25-34	£26,157	£14.19	£24,285	£13.06	£27,948	£15.17	£26,495	£14.25	6.41%	6.46%	8.34%	8.35%
Age 35-44	£34,882	£19.00	£34,520	£18.97	£36,263	£19.74	£37,160	£19.99	3.81%	3.75%	7.10%	5.10%
Age 45-54	£43,200	£23.62	£47,722	£26.22	£46,837	£25.50	£47,722	£26.22	7.77%	7.37%	0.00%	0.00%
Age 55-64	£49,120	£26.80	£47,722	£26.22	£50,372	£27.56	£47,722	£26.22	2.49%	2.76%	0.00%	0.00%
Age 65+	£54,512	£29.87	£56,950	£31.29	£33,608	£18.18	£36,613	£19.69	-62.20%	-64.30%	-55.55%	-58.91%

SECTION 4 – Plans to Address Gender Pay Gaps

Actions to achieve this will include:

1. Promote HR initiatives, 'Aurora', Athena SWAN, 'DEVELOP', Disability Confident Scheme and Performance Enhancement Reviews to support female career development.
2. Ensure that our revised Reward and Recognition Policy and Procedure provides transparent process for reward and promotion of staff
3. Train managers to raise awareness of issues relating to occupational segregation and gender pay gaps, whilst continuing to promote E-learning Unconscious Bias training to all managers and recruitment and selection panellists.
4. Work with the Equality and Diversity committee to actively encourage those employees with a protected characteristic to declare this to the university.