

Equal Pay Review
2022

1. Section 1 – Introduction

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 sex, age, race, religion or belief, gender re-assignment, sexual orientation, marital status, pregnancy/maternity 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;

1.4 Methods of Calculation

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 favouring male and non-BAME, (>5%): **Highlighted in dark red with white text in bold**

Significant pay gap in favour of females and BAME (<5%) ***Highlighted in grey with black text in bold italics***

The European Human Rights Commission (EHRC) considers a pay gap of 5% or greater to be significant.

2.0 Section 2 - Gender

	Gender Pay Gap (Inc SLT)	Gender Pay Gap (Exc. SLT)
Mean Gender Pay Gap in Annual Salary	-3.89%	1.17%
Mean Gender Pay Gap in Hourly Pay	-3.86%	1.11%
Median Gender Pay Gap in Annual Salary	0.00%	0.00%
Median Gender Pay Gap in Hourly Pay	0.00%	2.14%

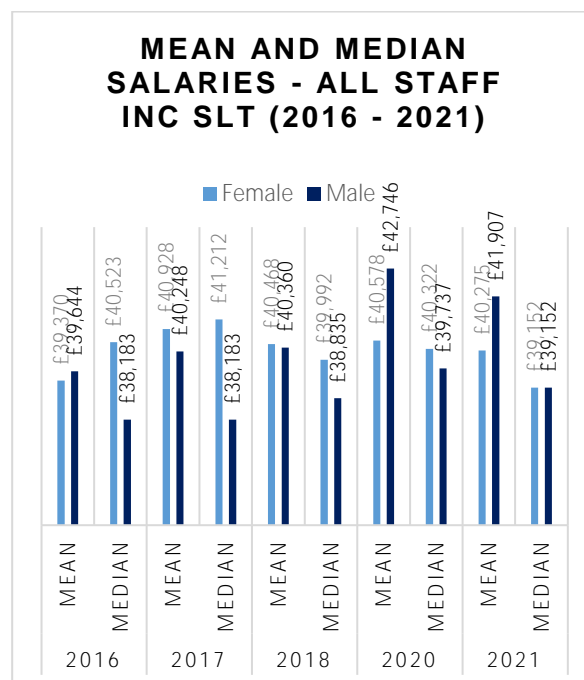
	2016	2017	2018	2020	2021
Mean Pay Gap (Inc. SLT)	-0.37%	1.69%	-0.27%	-5.07%	-3.89%
Median Pay Gap (Inc. SLT)	6.13%	6.13%	-2.98%	1.47%	0.00%
Mean Pay Gap (Exc. SLT)	1.02%	1.52%	-0.23%	-1.12%	1.17%
Median Pay Gap (Exc. SLT)	9.30%	6.13%	2.98%	2.99%	0.00%

2.1 Gender (Mean Pay Gap)

Analysis of the data set within our Equal Pay Review 2022 (based on data from 30th March 2021) indicates that, for all staff (including the Senior Leadership Team), there is a pay gap in terms of mean salary of some -3.89% between female and male employees, in favour of male employees. This has reduced slightly since 2020 and is now considered not to be significant. It is acknowledged that this pay gap has changed considerably over the course of the past five years, with it being recorded as significant, at **-5.07%** in the most recent Equal Pay Review in 2020. This year's analysis has seen this figure reduce to -3.89%. Future reviews will continue to monitor progress of this figure.

When excluding the salaries of SLT members, the Mean Pay Gap is now shown to be favouring female employees at 1.17%. This figure has fluctuated slightly over the course of the past five years, it is noted that none of these

fluctuations have resulted in a figure that is considered significant.



2.2 Gender (Median Pay Gap)

Exclusive and inclusive of SLT salaries, the median pay gap is now 0.00%. As with previous audits, these gaps have continued to narrow since 2016. The changes in this figure have been more significant than the changes in the Mean Pay Gap figure. It is acknowledged that in 2016 both the median figures favoured female employees at **6.13%** (including SLT) and **9.3%** (excluding SLT). Although there are no current pay gaps, given that these figures previously favoured female employees, there may be future concerns should these figures start favouring male employees.

2.3 Gender Pay Gap Benchmarking

2016

2017

pay scale in this same way that it would be by female employees progressing through the pay scales on an annual basis.

All staff are afforded the opportunity to be placed within the discretionary pay scales, this suggests that there is not any inequality of process. To ensure this is the case, Equality Impact Assessments are conducted in order to determine if there is any underlying bias present. It is important to note the organisation's commitment to fair and equal recruitment and selection processes and the robust processes in place including selection panels and selection decisions being based on evidence provided in interviews rather than gender.

2.5.2 Grade 9

Within the Grade 9 Professional Services Employee population, there is a median pay gap of -6.96% favouring male employees. This figure may be influenced by the relatively small number of employees currently appointed within this grade, effectively skewing the data slightly.

As with other grades, the gender imbalance of placement within the discretionary pay points appears to be influencing this pay gap, in this case, more male employees within the relatively small employee population on this grade are placed on the Discretionary Pay points.

2.5.3 Grade 8

There also continues to be pay gaps within Grade 8, with a mean (5.00%) and median (6.02%) favouring female employees.

In comparison to lower grades within the Professional Services there are less employees appointed to this grade, meaning that there is less data to compare. The data indicates that more female employees are placed on higher points of the Grade 8 scale, including discretionary pay points. On this basis, it is suggested that length of service is a contributing factor in relation to this pay gap as placement on the University's standard pay scale is on the basis of annual incremental

progression, meaning, within the same employee population, this gap may narrow as male employees progress through the pay points.

As with Grade 10, placement on the discretionary pay scale may also be influencing this pay gap, with more female employees placed on the discretionary pay points. Given that placement on the discretionary pay points can only be applied once an employee has reached the top point on the standard pay scale, this gap could also narrow once male employees within this grade have the opportunity to apply to be placed on these points.

2.5.4 Grade 5

It is noted that the pay gap at Grade 4 in the 2020 audit is no longer of concern, however a median pay gap of 6.01%, favouring female employees within Grade 5 has emerged. There are a third more female employees appointed within this grade. There are a variety of roles within the context of this grade, however a large proportion of them are administrative. As with other grades, female employees are currently appointed at higher pay points within the scale of this grade suggesting that length of service may also be a contributing factor within this grade.

Further investigation will be required in order to identify causes of this and to determine if there are any appropriate actions QMU can take in order to close these gaps.

The pay gap within the population of staff at the age group 65+ has changed significantly. There is now a mean pay gap in favour of male staff of -13.20%, there now is no longer a pay gap in the median data. A more detailed analysis will be required to fully understand the reason for this change. It is observed that as more employees move into this age category, there will be fluctuations in trends.

3.0 Section 3 – Ethnicity/Race

	Ethnicity Pay Gap (Inc SLT)	Ethnicity Pay Gap (Exc. SLT)
Mean Ethnicity Pay Gap in Annual Salary	-	

	Ethnicity Pay Gap (Academic)	Ethnicity Pay Gap (Professional Services)
Mean Ethnicity Pay Gap in Annual Salary	-16.09%	-21.98%
Mean Ethnicity Pay Gap in Hourly Pay	-16.08%	-21.99%
Median Ethnicity Pay Gap in Annual Salary	-18.63%	-27.02%
Median Ethnicity Pay Gap in Hourly Pay	-18.63%	-27.02%

4.0 Section 4 Disability

Disability Pay Gap	
Mean Disability Pay Gap in Annual Salary	-16.63%
Mean Disability Pay Gap in Hourly Pay	-16.72%
Median Disability Pay Gap in Annual Salary	-25.48%
Median Disability Pay Gap in Hourly Pay	-27.04%

2017	2018	2020	2021
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5.0 Section 5 – Sexual Orientation

As in previous years analysis indicates that there aren't any significant pay gaps in relation to sexual orientation, however it is acknowledged that a large percentage of the population has declared this information as unknown.

Sexuality Pay Gap	
Mean Sexuality Pay Gap in Annual Salary	3.80%
Mean Sexuality Pay Gap in Hourly Pay	4.13%
Median Sexuality Pay Gap in Annual Salary	2.99%
Median Sexuality Pay Gap in Hourly Rate	2.99%

LGBTQ+	Declined to Specify/Not Known
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6.0 Update on Equal Pay Review Action Plan

As part of the University's Equal Pay Review and Mainstreaming Reporting, published in April 2021, an Equal Pay Action Plan was agreed. Actions identified in the plan continue to progress, a review of progress will take place in October 2022 and April 2022 as part of work towards the next Equal Pay Review and Mainstreaming Report. Full details can be accessed in Appendix I.

6.1 Actions – All Strands

In line with guidance published by Advance HE on the collection of diversity monitoring data, put in place actions to actively encourage those employees with a

undertaken, all employees were

Appendix A - Gender Pay Gap Analysis by Grade – All Staff

Grade	Mean Salary: Male	Mean Salary: Female	Mean Hourly Rate: Male
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Appendix B -

Appendix C - Gender Pay Gap Analysis – Professional Services Staff

Appendix G – Gender Pay Gap – Age

AGE	Female Mean FTE Salary	Female 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	£23,673	£12.88	£18,709	£10.06	£18,342	£9.87	£18,342	£9.87	29.07%	30.54%	2.00%	2.00%
Age 25-34	£29,319	£15.95	£29,176	£16.03	£30,681	£16.70	£30,046	£16.51	-4.44%	-4.47%		

Appendix H – Equal Pay Action Plan

Action

<p>Address the ethnicity pay gap by engaging with Advance HE's Race Equality Project Lead in respect of the 'Investing in a Diverse Workforce' theme for advice and guidance. In addition, we will use new joiner and leaver surveys, as well as other means, to enhance our knowledge on the experience of all staff in applying and working at QMU in order to inform the university's future actions.</p>	Race	Ongoing	HR Department
<p>We will implement changes identified as a result of benchmarking each of the key stages of our recruitment process against the Scottish Government's Minority Ethnic Recruitment Toolkit. Through the Race Equality Steering Group, chaired by the Principal, we will progress work-streams that invest in a diverse workforce, foster an anti-racist culture of understanding, record and respond effectively to racist incidents, monitor and review organisational race data and consult with community partners.</p>	Race	December 2022	HR Department