

Gender Pay Gap Report

2021/2022

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Introduction

Gender pay reporting legislation requires employers with 250 or more employees to publish statutory calculations every year showing how large the pay gap is between their male and female employees. The deadline to report is 31 March for public sector employers. There are six calculations to carry out, the results of which are outlined in this report. These results will also be published on the Government website.

The University of Surrey continues to be committed to promoting equality of treatment and good relations amongst its staff and students, aiming to create a learning environment within which all members of the community can realise their full potential. The University has always endeavoured to pay its staff on the basis of equal pay for work of equal value and recognises that it should operate a pay system which is transparent, based on objective criteria.

The University has launched a new strategy for Equality, Diversity and Inclusion and our progress has been recognised through achievement of two additional Athena Swan Bronze awards (from the Department of Maths and the Department of Music and Media). The University of Surrey currently holds an institutional Athena Swan Bronze award, one departmental Silver award and eleven departmental Bronze awards. We have also expanded our equality reporting to include a regular ethnicity pay gap analysis to better inform our action plans.

Equality, Diversity, and Inclusion

We acknowledge that this Gender Pay Gap Report is one important strand of our wider Equality, Diversity and Inclusion agenda at the University of Surrey. We recognise that gender identity is broader than just 'men and women' and we also recognise and welcome colleagues of all gender identities.

We are aware that we all have intersectional identities. Although the Gender Pay Gap Report is an important tool for keeping us accountable for parity and fairness in our pay and recruitment practices based on gender, our staff members come from many different ethnic groups, ages, faiths and backgrounds.

We also acknowledge that it is important that we adopt the rigour of our Gender Pay Gap Reporting when addressing our wider equality objectives to ensure that all colleagues, no matter how they identify or what their circumstances are, experience fair treatment, pay and opportunities, this is why, alongside our latest Gender Pay Gap Report, we have prioritised the publication of our [Equality, Diversity and Inclusion Plan](#), which sets out how we will ensure equality and fairness for everyone who works at the University.

Context

The University of Surrey is currently undertaking a comprehensive Pay Equity Review to understand the pay gaps within each grade at job family level for both academic staff and professional services staff. Previous analysis has shown an improvement in closing the pay gap since analysis was started in 2014. The main finding has been that the most significant pay gap exists at senior management level within professional services.

The data in this report demonstrates that Surrey has a vertical pay gap, which follows when men or women are grouped in higher numbers at specific grades within an organisation, for example there is a greater presence of women at grades 2 to 4. Such a pattern is common within the Higher Education sector and the University of Surrey is addressing this through actions outlined later in the report.

We are pleased that an examination of pay gaps is also enabling us to focus on other important issues behind occupational segregation and barriers to progression into senior roles for women, those with disabilities and colleagues from Black, Asian and minority ethnic backgrounds, and how factors intersect with each other to contribute to the pay gap.

We are conducting a Pay Equity Review this year to identify any inequalities in pay within levels. The Vice-Chancellor is committed to closing the gender pay gap by allocating funding to address any gaps. It is recognised that this will take time but already many grades have a gap of less than +/- 5%. Where there are still differences of greater than +/- 5% sometimes these are due to the very low numbers of one or both genders. We are continuing to monitor the situation to ensure that progress is maintained and that any substantial differences are justified.

The University already has a number of policies and practices that contribute to a fair reward system and encourage pay equality in the workplace. These include:

- Alignment to the jointly agreed national grading structure;
- Incremental progression;
- HAY Job evaluation methodology to evaluate the grading structure of jobs;
- Consistent pay and benchmarking practices;
- Assessment of merit pay and promotion on an equality and diversity basis by independent committees;
- An extensive staff development programme to aid personal development and career progression;
- Continual roll-out of Unconscious Bias training to current staff.

Report Findings

1. Average Gender Pay Gap as a Median Average

	Median Hourly Pay	Median Gender Pay Gap
Men	£21.54	13.70%
Women	£18.59	

2. Average Gender Pay Gap as a Mean Average

	Mean Hourly Pay	Mean Gender Pay Gap
Men	£25.66	17.50%
Women	£21.17	

3. Average Mean and Median Gender Pay Gaps by Level

	Mean Hourly Pay	Median Hourly Pay	Mean Pay Gap	Median Pay Gap
Level 1				
Men	£9.95	£9.99	-0.60%	0.00%
Women	£10.01	£9.99		
Level 2				
Men	£14.33	£14.27	4.05%	0.00%
Women	£13.75	£14.27		
Level 3				
Men	£16.62	£17.02	0.84%	2.88%
Women	£16.48	£16.53		
Level 4				
Men	£19.86	£19.72	-1.46%	-2.99%
Women	£20.15	£20.31		
Level 5				
Men	£25.84	£26.47	1.63%	5.02%
Women	£25.42	£25.14		
Level 6				
Men	£33.18	£32.53	3.95%	2.89%
Women	£31.87	£31.59		
Level 7				
Men	£55.75	£51.71	10.33%	5.16%
Women	£49.99	£49.04		

4. Average Bonus Gender Pay Gap as a Median Average*

	Median Bonus Pay	Median Bonus Pay Gap
Men	£75.00	0.00%
Women	£75.00	

*Only 27 bonuses were given during this period. 14/14 bonuses to women and 8/13 bonuses to men included set team-related bonuses given to one team. 5/13 bonuses to men included individual performance-related bonuses.

5. Average Bonus Gender Pay Gap as a Mean Average*

	Mean Bonus Pay	Mean Bonus Pay Gap
Men	£1,438.62	94.41%
Women	£80.36	

*Only 27 bonuses were given during this period. 14/14 bonuses to women and 8/13 bonuses to men included set team-related bonuses given to one team. 5/13 bonuses to men included individual performance-related bonuses.

6. Percentage of Men Receiving a Bonus Payment and Percentage of Women Receiving a Bonus Payment

	Count of Bonus Payments	Total Staff	Percentage in receipt of bonus pay
Men	13	1767	0.74
Women	14	2056	0.68

7. Proportion of Men and Women (divided into quartiles ordered from lowest to highest pay)

	Lower Quartile	Lower Middle Quartile	Upper Middle Quartile	Upper Quartile
Men	39% (373)	42% (402)	44% (419)	60% (573)
Women	61% (582)	58% (554)	56% (537)	40% (383)

Conclusion and Ongoing Actions

Our pay gap reflects the fact that we have a single pay spine salary structure with greater incidence of men at the higher ends of our pay scales and of women at the lower. This mirrors existing patterns in Higher Education and in the wider UK workforce.

In a year that very few bonuses were given (n=27), the mean bonus gender pay gap was skewed by a small number of men receiving individual performance-related bonuses. Nonetheless, this indicates a gender disparity in bonus offerings. Few bonuses were granted in this pay period due to all the main University schemes being suspended during the pandemic. Following this hiatus, the University is refreshing its approach to incentive schemes, putting EDI at the heart of these schemes, along with the University's new Strategy. Over the next two years we will see the results of these, which will demonstrate our commitment to not only paying staff fairly, but also rewarding them fairly through incentive schemes.

Since the commencement of Equal Pay Audits in 2009, the University has seen a steady improvement in the pay gap at Job Family/Grade level with all but level 7 having a gap of +/- 5% or less.

The gap is within +/- 5% at grade levels 1-6. Where there are larger gaps, this is often due to small population sizes at specific grade levels.

The University will ensure that we continue to have practices in place that will help to close the gap further. Areas that we will progress include:

Athena Swan

- Commitment to advancing the Athena Swan Charter to monitor and provide funds to eliminate the pay gap at all grades for both academic and professional services staff.
- Commitment to raising the profile of female colleagues through Athena Swan action plans including: Celebrating women events, Women@Surrey Network, the Women's Personal Development Programme.

Job Evaluation

- Ensuring that those making pay decisions are trained in best employment practice. Recruitment guidelines emphasise that a non-discriminatory approach to appointments is essential.
- Review the job evaluation framework to check validity of the current rankorder of jobs within existing grading structure in 2022.
- Inform employees how equality practices work and how their pay is determined. Maintain open dialogue with Union Colleagues on all pay and reward matters and launch an employee total reward statement to aid pay visibility.

Data Analysis

- Continue to conduct a regular Equal Pay analysis to identify early indications of issues arising.
- Continue to ensure that salary data of senior staff is analysed on an annual basis.
- Ensure that any market supplements are objectively justified. These are shown as an allowance of the rate of pay for the role to ensure ease of monitoring.

- Production of a monthly gender and ethnicity pay gap analysis and monthly recruitment dashboards to identify early indications of issues arising.

Staff Development

- Strengthen our staff development programme further with support for personal development and career progression, with a particular focus on under-represented groups.
- Equality of access to training and career development. We have an embedded staff development programme that is committed to developing all staff and preparing them for a career within the University.
- The Springboard Women's Development programme runs annually at the University and enables women to develop personally by learning and thinking deeply about their skills, their values, and their world. They develop skills in assertiveness; networking, putting themselves across positively, building personal image and setting goals.
- The Menopause Network provides comprehensive training for managers and colleagues to ensure that issues relating to menopause are understood and properly supported in the workplace, helping to retain talent, nurture progress and promote wellbeing.

Supportive Procedures

- Review the Workload Planning Model to enable a greater understanding of work allocation and the impact these decisions have on career development opportunities.
- Review and apply further amendments to academic promotion procedures to ensure the numbers promoted reflect the population, including a systematic review of the Academic Career Path Framework.
- Review and implementation of a new Appraisal process for 2022.
- Embed our Blended Working policy (a pandemic-inspired approach to blending campus based working and remote working) and continue to ensure work-life balance policies are in place that can actively support our equality work. These comply with the provisions of the Employment Act 2002 and include the Flexible Working Policy, Parental Leave Policy, Shared Parental Leave Policy, Maternity Policy, Adoption Policy, Foster to Adopt & Surrogacy Policy, Paternity Policy, and Leave Policy.
- Although UCEA cannot enter into binding agreements relating to our specific workforce policy and practice, we continue to work with UCEA to develop analysis and action plans to address equality issues.

Recruitment

- We have developed and are implementing our *Diversity 200* recruitment project. This project focuses on each stage of the recruitment process, ensuring inclusive practice. As we monitor recruitment through this project, our aim is to ensure that we recruit staff from much more diverse backgrounds than our current staff population. We will be tailoring recruitment according to particular under-representation within particular areas. This positive action will help to recruit women to higher grades where we have a lower proportion of women and is where the largest gender pay gap exists.