

**Executive Meeting
Gender Pay Gap Report
For the period ending 31st March 2021**

1. Introduction

- 1.1 This is the fourth Gender Pay Gap report for Hertfordshire Partnership University NHS Foundation Trust, and it is a welcome addition to the workforce data that the Trust uses to monitor diversity and informs our decision-making regarding workforce inequalities.
- 1.2 The workforce at HPFT is predominantly female, which is in common with the wider NHS. HPFT has a good track record of promoting diversity within the workforce. The Trust uses this data to recognise that inequalities continue to exist and drive the actions that we take to address those inequalities.
- 1.3 The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, which came into force on 31st March 2017, has made it a statutory requirement for organisations with 250 or more employees to report their gender pay gap annually by 31st March, as at 31st March the previous year.

2. Purpose of this report

- 2.1 This report sets out the information that the Trust is required to publish and some further information that has shaped our current action planning. These actions are included as next steps at the end of this report. The Trust will continue to build on the progress it is making in promoting diversity and equality within the workforce and living our values of being welcoming, kind, positive, respectful, and professional.
- 2.2 Due to the impact of Coronavirus (COVID-19) the Equality and Human Rights Commission (EHRC) have announced that enforcement of the gender pay gap reported for the year 20/21 reporting year which uses a snapshot date of 31 March 2020 will not begin until 5 October 2021. The EHRC is encouraging employers to report ahead of the usual deadline (30 March 2021) wherever possible, but no enforcement action will be taken providing that data is reported by 5 October 2021.

3. Background to Gender Pay Gap Reporting

- 3.1 Since the 31st March 2017, it has been a legal requirement for public sector organisations with more than 250 employees to report annually on their gender pay gap.
- 3.2 The first report was published in 2018, and was informed by 'snapshot data' as at 30th March 2017. The second and third reports were published in 2019, and 2020 and were informed by 'snapshot data' as at 30th March for each previous reporting year. This year's report is informed by 'snapshot data' as at 30th March 2021.
- 3.3 The report must include:
 - ✓ The mean and median gender pay gaps
 - ✓ The mean and median gender bonus gaps
 - ✓ The proportion of men and women who received bonuses
 - ✓ The proportions of male and female employees in each pay quartile

- 3.4 The definitions set out in the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 and NHS Employers guidance on the definitions of ordinary and bonus pay have been followed in preparing this report.
- 3.5 The gender pay gap shows the difference in the average pay between all men and women in the workforce. The gender pay gap is different to equal pay. Equal pay deals with pay differences between men and women who carry out the same, or similar, jobs or for work of equal value. It is unlawful to pay people unequally on the basis of gender. It is possible to have pay equality but still have a significant gender pay gap.
- 3.6 The Gender Pay Reporting regulations were specifically introduced to facilitate a national shift towards greater equality in the average hourly earnings of men and women. This is influenced by a range of factors, including:
- ✓ Women historically working in lower-paid occupations and sectors and occupying less senior roles
 - ✓ Women taking time out and / or working part-time due to unequal sharing of caring responsibilities
 - ✓ Historical stereotyping and workplace cultures that were unsupportive
- 3.7 Across the UK in 2020, The Office for National Statistics reported that the mean gender pay gap for full time employees was 7.4%, down from 9% in the previous year, whilst for all employees it was 15.5%, down from 17.3%. (Source – The Office for National Statistics, November 2020).
- 3.8 The Trust is committed to the principle of equal opportunities and equal treatment for all employees regardless of sex, race, religion or belief, age, marriage or civil partnership, pregnancy / maternity, sexual orientation, gender reassignment or disability. On this basis, the Trust has a clear policy of paying employees equally for the same or equivalent work, regardless of their sex (or any other characteristic set out above), The Agenda for Change pay framework is designed to support NHS Trusts in ensuring NHS employees are paid equally and this is fully embedded within the Trust.
- 3.9 The Trust has a largely female workforce, like many other NHS organisations, with 73% of the workforce being female, and 27% male.

4. Definitions and Scope

- 4.1 There are six measures that must be included in a gender pay gap report – these are:
- ✓ The mean gender pay gap
 - ✓ The median gender pay gap
 - ✓ The mean gender bonus gap
 - ✓ The median gender bonus gap
 - ✓ The proportions of men and women who received a bonus
 - ✓ The proportions of men and women in each quartile pay bands
- 4.2 The gender pay gap is defined as the gap between the mean or median hourly rate of pay that male and female colleagues receive.
- 4.3 The mean pay gap is the difference between the average hourly earnings of men and women – i.e. the hourly gap divided by the average for men equates to the mean gender pay gap.

- 4.4 The median pay gap is the difference between the midpoints in the ranges of hourly earnings of men and women – it takes all salaries in the sample, lines them up in order from lowest to highest and picks the middle-most salary.
- 4.5 This report is based on rates of pay as at 31st March 2021 and bonuses paid in the year 1st April 2020 to 31st March 2021. It includes all workers in scope as at 31st March 2021. In scope means all staff employed under a contract of employment including those under Agenda for Change terms and conditions, Medical and Dental terms and conditions and Trust contracts for very senior manager roles (VSM).
- 4.6 As a Foundation Trust, HPFT is empowered to determine the rates of pay for VSMs. The VSM roles in the Trust include the Chief Executive, Executive Directors and other senior managers with Board level responsibilities.
- 4.7 Only staff employed by the Trust at the snapshot date of 31st March 2021 are included in this report. This includes the Trust’s bank staff. All data is taken from the Electronic Staff Record system (ESR).

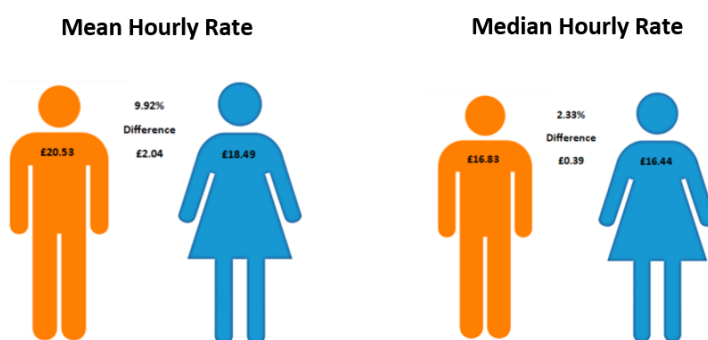
5 HPFT Gender Pay Gap and Pay Quartiles by Gender

5.1 The Trust’s Gender Profile



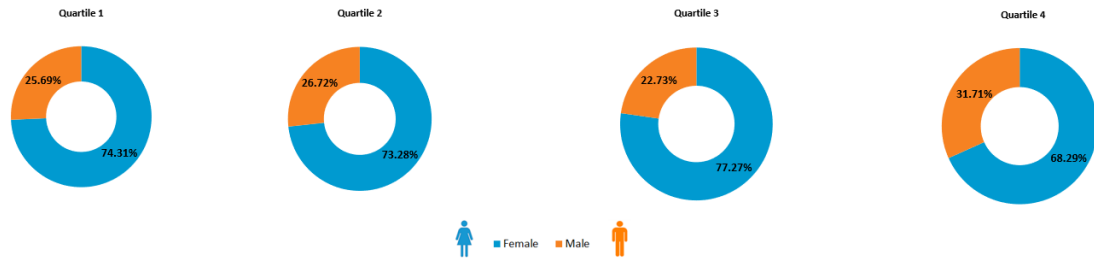
5.2 The Trust’s Mean Gender Pay Gap and Median Gender Pay Gap

Our Mean Gender Pay Gap and Median Gender Pay Gap are illustrated by the graphic on the following page.



5.3 The Trust’s Staff by Earning Quartiles

This diagram illustrates the proportions of men and women in each quartile of the Trust’s pay bands. For clarity, Quartile 1 is our lowest pay band quartile and quartile 4 is our highest pay band quartile.



5.4 The calculation of hourly rate of pay includes 'Full Pay Relevant Employees'. This means any employee who was employed on the snapshot date of 31st March 2021 and who was paid their usual full basic pay. That full basic pay includes;

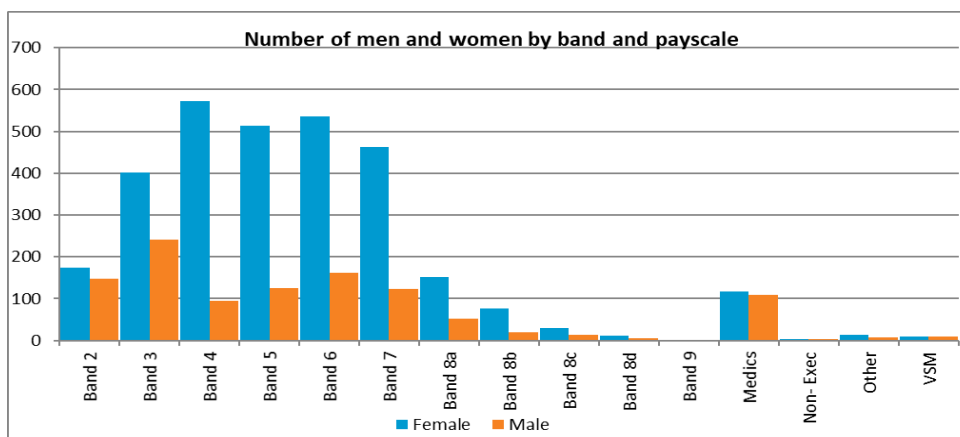
- ✓ Basic Pay
- ✓ Paid Leave – including annual leave, sick pay, maternity, paternity, adoption and parental leave (except where the employee is paid less than usual or is in the nil pay element of maternity leave)
- ✓ Area and other allowances
- ✓ Shift premium pay (which is defined as the difference between basic pay and any higher rate paid for work during different times of the day or night)
- ✓ Bank pay

5.5 It does not include any of the following elements:

- ✓ Remuneration referred to as overtime
- ✓ Remuneration referred to as redundancy
- ✓ Remuneration in lieu of leave

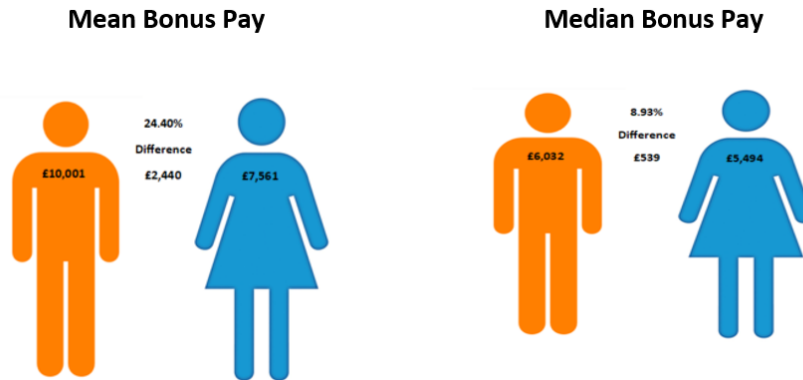
5.6 At HPFT, there is a mean gender pay gap of 9.92% and a median pay gap of 2.33%. The staff earnings by quartiles helps explain this gap further as it highlights that in the first three categories, the workforce genders at HPFT are broadly representative of the overall workforce profile. However, in the 4th category, women are underrepresented by approximately 5% against the overall workforce profile position, whilst still being the larger group within the category. Historically, there is higher male representation at a senior level in the NHS overall. It is also worth noting that the Trust employs more women than men in every category, including the 4th quartile group, which is where our highest earners are grouped.

5.7 The Trust's gender profile by Band is shown on the following page:



6 Bonus Pay and Gender Pay Gap Bonus Pay

6.1 The Trust's Mean Bonus Gender Pay Gap and Median Bonus Gender Pay Gap



6.2 The proportion of men and women who received a bonus

Gender	Number paid a bonus	Total Employees	% receiving a bonus
Female	30	3070	0.98%
Male	33	1119	2.95%

6.3 Within the Gender Pay Gap Regulations 'bonus pay' means any remuneration that is in the form of money relating to productivity, performance or incentive – within the Trust our consultants can be nominated for Clinical Excellence Awards (CEA payments, which recognise and reward those Consultants who perform over and above the standard expected for their role). The Trust also has a performance related pay scheme (applicable to a small group of VSM contract holders) and a 'refer a friend' incentive scheme.

6.4 The regulations set out that bonus pay does not include ordinary pay, overtime pay, redundancy payments or termination payments.

6.5 For bonus pay, all staff are included that were employed at the snapshot date of 31st March 2021 27 male Consultants and 21 female Consultants were awarded CEA payments, 3 male and 3 female VSM contract holders were awarded performance related pay and 1 male and 3 females received a refer a friend incentive payment.

6.6 The mean gender bonus pay gap is 24.40% in favour of males, who earn on average £2,440 more than their female colleagues. This equates to a median bonus pay gap of 8.93% In comparison to the March 2020 equivalent report where the mean gender bonus pay gap was 38.52% in favour of males who earned on average £4,396 more in bonus payments than their female colleagues. This resulted in a median bonus gender pay gap was 51.78% for March 2020.

7 Conclusion and Next Steps

7.1 HPFT has a mean gender pay gap of 9.92% and a median pay gap across all staff groups of 2.33%.

7.2 HPFT has a mean gender bonus pay gap of 24.40% and a median gender bonus pay gap of 8.93%

- 7.3 In March 2020, the Trust's snapshot data revealed a mean gender pay gap of 10.10% and a median gender pay gap of 4.11%. In respect of the mean bonus, the Trust reported a gap of 38.52% and a median bonus gap of 51.78%
- 7.4 The positive change to the Trust's gender bonus gap can, in part, be attributed to the actions taken because of the March 2020 data, which resulted in an action plan for the Trust – which focused attention on:
- ✓ Ensuring female medical staff are encouraged to apply for the CEA awards
 - ✓ The implementation of family friendly processes and flexible working practices to encourage female returners and to better support those with caring responsibilities in the workplace
 - ✓ Increased rigour in the negotiation of starting salaries within the medical workforce combined with greater flexibility in awarding progression points for part time staff
- 7.5 The Trust recognises that it has further work to do in positively impacting the gender pay gap position and has developed a draft revised action plan to support this ongoing work. The draft revised action plan will be submitted to the Trust's Integrated Governance Committee for further scrutiny to ensure that we focus on those things that our data and insight are telling us need attention. In this coming year, we intend to focus on:
- ✓ Develop a talent management and succession planning process to provide balance in the promotion, succession planning and development opportunities.
 - ✓ Provide career coaching for staff and self-confidence sessions to increase the confidence for women to apply for promotion
 - ✓ Exploring how we can promote senior level vacancies to our female staff and explore how we can better support female talent at all levels throughout HPF.
 - ✓ The application of rigor in the negotiations of starting salaries for medical staffing posts and afford greater flexibility for part time workers to progress.
 - ✓ The implantation of a CEA Policy to ensure transparency and to eliminate the potential for bias.
 - ✓ Continue to ensure awareness and encourage female and part time eligible consultants to apply for clinical excellence awards (and seek feedback from those who don't to assess any potential conscious or unconscious bias)

Maria Gregoriou
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March 2022