

# Gender Pay Gap Report

1 April 2017 – 31 March 2018

## Foreword

We welcome the opportunity to share and reflect on the second Gender Pay Gap Report for Hertfordshire Community NHS Trust. This is a positive addition to the workforce information used by the Trust in monitoring equality and making decisions relating to workforce inequalities.

This annual report sets out the data which the Trust is required to publish, together with additional information which has informed the development of the Trust's action plan.

Comparing our statutory figures with last year shows a mixed picture, with – for example – a decrease in our mean pay gap and an increase in our median pay gap. We know that our gender pay gap is driven by the fact that proportionately more men are found in higher paid, senior roles and we have worked hard in recent years to address this imbalance.

Since reporting our first gender pay gap last year, we have focused on raising awareness of unconscious bias, trained managers on fair recruitment and selection and continued to focus on ensuring that we always provide an inclusive working environment. Indeed, progress is being seen through various clear data– including recruitment success rates, promotions and flexible working arrangements. However, this report demonstrates that there is more to do.

We are confident that implementing our actions (as set out at the end of the report) will bring about the meaningful and sustained change required to increase the number of women at the most senior levels of and thus close our gender pay gap.

We share the Board's commitment to build on the good progress already made in promoting equality and diversity within our workforce and living our values of Care / Respect / Quality / Confidence / Improvement.

This year we will be launching our new values which are aligned to our new strategy and OD programme.

**Clare Hawkins**  
Chief Executive

**Monika Kalyan**  
Equality & Diversity Manager

## 1. Introduction

Hertfordshire Community NHS Trust welcomes the opportunity to publish our gender pay in line with legislation which requires all organisations employing more than 250 people to publish a gender pay report on the government website by 30 March 2019, based on earnings as at 31 March 2018.

The gender pay gap measures the difference in the average pay of men and women in an organisation's workforce irrespective of role. The definitions set out in the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 and NHS Employers' guidance have been followed in preparing this report.

## 2. Background & context

The legislation framework can be referenced to the Equality Act 2010 -Specific Duties and Public Authorities - Regulations 2017. It is important to note that the gender pay gap reporting is different to equal pay. Equal pay is concerned with men and women earning equal pay for the same or similar work. The gender pay gap is about the difference between men and women's average pay within an organisation. The gender pay gap is not the same as equal pay. The NHS has a national pay structure, job evaluation system and contractual terms and conditions for medical and non-medical staff which have been developed in partnership with trade unions. This national framework provides a robust set of arrangements for pay determination.

The Gender Pay reporting requirements have been introduced to make the differences in pay between men and women more transparent across all industry sectors, enabling employers to consider the reasons for any differences and to take any corresponding action.

## 3. Requirements

The report is based on earnings as at 31 March 2018 and provides analysis on the following:

- Mean pay gap – the difference between the mean ( average hourly earnings, excluding overtime) of male and female employ
- Median pay gap – the difference between the median ( the difference between the midpoints of hourly rates of earnings, excluding overtime) of male and female employees
- Pay distribution by gender – the proportion of male and female employees in the lower, lower middle, upper middle and upper quartile pay bands
- Mean bonus gap – the difference between the mean bonus paid to male and female employees

A positive percentage (e.g. 1.0%) indicates that male employees have a higher ordinary pay or bonuses than female employees.

This is also shown visually using this icon











A negative percentage (e.g. -1.0%) indicates that female employees have higher ordinary pay or bonuses than male employees.



This is also shown visually using this icon



4. **The Mean gender pay gap** (the difference between the average hourly earnings, Excluding overtime) between male and female by staff group is illustrated below.

Figure 1

NHS Staff Group	Female (headcount & proportion of staff group 2018)	Male (headcount & proportion of staff group 2018)	Gender Pay Gap (Average of Hourly Rate of Pay - Ordinary & Bonus Pay)		2018 Difference in Hourly Rate of Pay	2017 Gender Pay Gap	2018 v 2017 Pay Gap Comparison
Add Prof Scientific & Technical	75 86.2%	12 13.8%	20.7%		£4.59	21.9%	↓
Additional Clinical Services	491 92.6%	39 7.4%	-0.4%		£0.04	5.0%	↓
Administrative and Clerical	416 87.6%	59 12.4%	37.3%		£7.89	38.3%	↓
Allied Health Professionals	495 91.7%	45 8.3%	-5.9%		£1.02	-0.7%	
Estates and Ancillary	7 87.5%	1 12.5%	-8.1%		£0.71	-11.6%	↓
Medical and Dental (inc Medical Director)	30 85.7%	5 14.3%	10.3%		£4.06	17.6%	↓
Nursing & Midwifery Registered	876 96.7%	30 3.3%	0.5%		£0.10	2.0%	↓
Students	16 100%	0 0.0%	- 100.0%		£13.02	- 100.0%	→

<b>ALL STAFF</b>	<b>2406</b> 92.6%	<b>191</b> 7.4%	<b>12.2%</b>		<b>£2.22</b>	<b>14.1%</b>	
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The table above indicates that for the reporting period, the mean average hourly earnings were higher for women than men in four staff groups (Additional Clinical Services which comprises of HCA and unqualified clinical support staffs; Allied Health Professionals, Estates and Ancillary and Students Conversely, the mean average hourly earnings were higher for men in the remaining staff groups (Add Prof Scientific & Technical, Administrative and Clerical, Medical and Dental and Nursing & Midwifery).

All of our Students are female, therefore are showing a -100% pay gap difference. The staff group with the biggest difference in hourly rates of pay is within Administrative & Clerical where male staff earn on average £7.89 an hour more than female staff. The group with the smallest difference is Additional Clinical Service (our support to clinical staff, such as Healthcare Assistants) where female staff earn on average £0.04 per hour more than their male colleagues.

In aggregate, the mean gender pay gap across all staff groups indicates that female employees earned 12.2% less than male employees with the mean hourly earnings for the period as follows:

- Male mean hourly earnings of £18.12
- Female mean hourly earnings of £15.90

The Trust's mean (average) pay gap has decreased by 1.9% in comparison to the previous year. The data compares well to the Office for National Statistics 2018 provisional national Gender Pay Gap mean which is 17.1% in favour of men.

**Median (the difference between the mid points of hourly earnings) pay gap across all staff groups.**

Similarly, the median gender pay gap indicates that for the reporting period, female employees earned 2.2% less than male employees, with the median hourly earnings as follows:

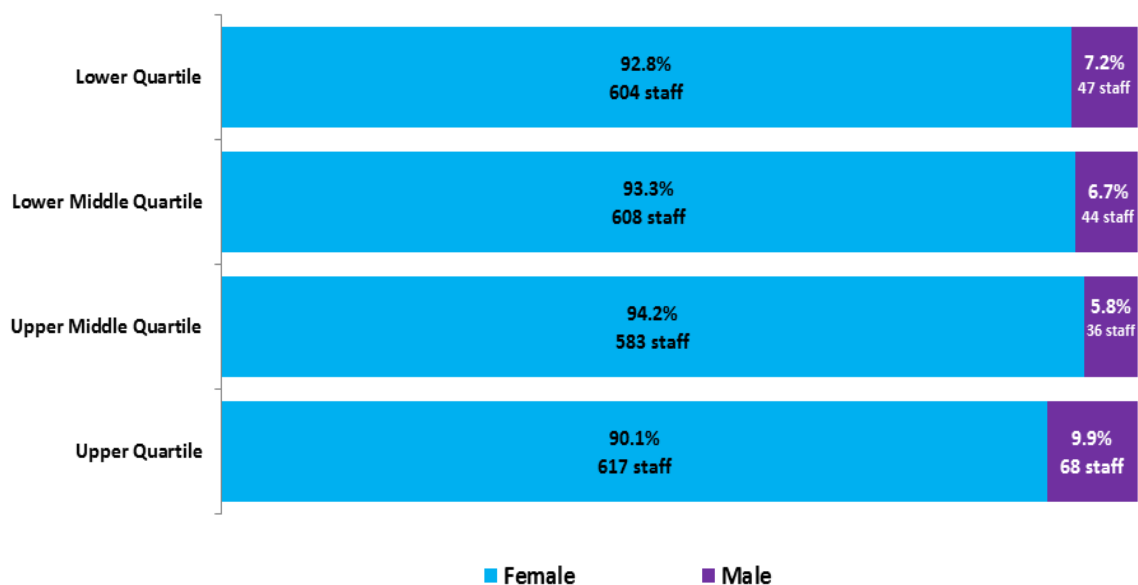
- Male median hourly earnings of £15.78
- Female hourly earnings of £15.44

The Trust's median pay gap has increased by 1.2% in comparison to the previous year. The rate still compares favourably to the Office for National Statistics 2018 provisional national Gender Pay Gap median which is 17.9% in favour of men.

**5. Pay distribution by gender**












The table below shows the proportion of male and female employees in each quartile (the lower being lowest paid and upper being the highest paid staff) of the pay structure. Our figures are very similar to last year. We continue to have proportionally more males than females employed in the Upper Quartile.









Figure 2



## 6. Analysis of gender pay gap by band

Figure 3

NHS Staff Group	Female (headcount & proportion of staff group)	Male (headcount & proportion of staff group)	Gender Pay Gap		Difference in Hourly Rate of Pay	2017 Gender Pay Gap	2018 v 2017 Pay Gap Comparison
			(Average of Hourly Rate of Pay - Ordinary & Bonus Pay)				
Apprentice	2 100%	0 0%	-100.0%		£7.05	13.7%	
Band 2	207 95.0%	11 5.0%	7.4%		£0.82	11.9%	
Band 3	388 92.4%	32 7.6%	-1.2%		£0.12	-0.3%	
Band 4	209 95.0%	11 7.6%	-2.2%		£0.25	-9.0%	
Band 5	419 93.1%	31 6.9%	0.1%		£0.02	-1.3%	
Band 6	646 94.3%	39 5.7%	-6.9%		£1.12	-5.2%	
Band 7	375 93.3%	27 6.7%	-4.3%		£0.85	-4.5%	

Band 8a	85 85.9%	14 14.1%	-2.1%		£0.49	-2.0%	
Band 8b	24 75.0%	8 25.0%	-0.1%		£0.02	-0.7%	↓
Band 8c	13 59.1%	9 40.9%	7.6%		£2.71	10.4%	↓
Band 8d	2 50.0%	2 50.0%	11.3%		£4.71	8.3%	
Band 9	1 50.0%	1 50.0%	-12.6%		£5.85	100.0%	↓
Directors/Executives (including Medical Director)	5 71.4%	2 28.6%	-3.8%		£2.03	17.7%	↓
Medical & Dental (excl Medical Director)	30 88.2%	4 11.8%	4.2%		£1.56	10.0%	↓
<b>ALL STAFF</b>	<b>2406</b> <b>92.6%</b>	<b>191</b> <b>7.4%</b>	<b>12.2%</b>		<b>£2.22</b>	<b>14.1%</b>	↓

The table above shows that for the reporting period, the mean average hourly earnings were higher for women in band 3, band 4, Band 6, band 7, Band 8a, Band 8b, Band 9, Directors/Executives and in the Apprenticeship grade. Conversely, the mean average hourly earnings were higher for men in Band 2, Band 5, Band C, Band D and Medical & Dental.

## 7. Mean and median bonus pay gap

At HCT, the only staff group in receipt of bonuses during the reporting period were consultants in accordance with the NHS national terms and conditions for medical staff. Bonus pay is exclusively made up of the local and national Clinical Excellence Awards (CEAs). The mean and median difference in bonus payments for medical consultants during the reporting period is as follows:

### Mean and Median Consultant bonus pay

Figure 4

Mean bonus payments	<b>-100%.</b>
Median bonus payments	<b>-100%</b>

### Proportion of males receiving a bonus payment and proportion of females receiving a bonus payment

Figure 5

	Proportion of Staff Receiving a Bonus
Female	0.04%
Male	0.0%

Only 1 member of staff employed at HCT received money in the 12 months up to 31st March 2018.

## 8. Promoting equality

Progress is being seen through various clear data including recruitment success rates, promotion rates and flexible working arrangements.

### 8.1 Recruitment conversion rate

Recruitment data show a higher success rate for women. Female applicants are twice as likely to be employed as male applicants. Success rate for females 6.46% and 12.40% for males.

### 8.2 Promotions

A higher proportion of women were promoted than men.

During October 2017 and September 2018 there were a total of 174 promotions within the Trust meaning 6.3% of the workforce were appointed to a higher grade. A higher proportion of female employees were promoted than male employees. 165 females and 9 males promoted. This was the case in the previous year also.

### 8.3 Women in senior positions

The Trust's distribution of the female workforce across AfC Bands is similar to that of other Bedfordshire and Hertfordshire trusts.

### 8.4 Full-time and part-time staff

The Trust employs an almost exact 50:50 split of staff working either full-time or part-time, this is consistent with the workforce structure since 2013. This is a very positive statistic for the Trust indicating that we accommodate flexible working and promote a healthy work-life balance.

Our actions following publication of the pay gap report in April 2018:

- Steps to ensure that our recruitment and selection processes are without bias including implementation of policy for at least 1 interview panel member with R&S training supported by roll out of ½ day R&S training session for senior managers
- Supporting our working parents and carers
- Health and Wellbeing Group set up to steer well-being work programme
- Stress risk assessment re-published for staff

Our gender balance plan for 2019/20 includes the following actions:

1. **Active monitoring of our female talent pipeline for senior and very senior management positions**
2. **Embed Respect and Inclusion in new Values, Behaviours and people pathway**
3. **Adopt and embed agile ways of working**



- 4. Publicising female staff**
- 5. Promote mentoring opportunities**

## **Appendix 1      Terminology**

<b>Gender pay gap</b>	This is the difference between the average earnings of men and women.
<b>Ordinary pay</b>	This consists of basic pay, allowances, enhancements for night/weekend working, maternity/paternity/adoption leave pay, special leave, sick pay, study leave, high cost area supplement, on-call allowance and any responsibility allowances.
<b>Bonus pay</b>	This consists of any monies received by Consultants for Clinical Excellence Awards.
<b>Mean</b>	Also known as an 'average', this is calculated by adding up all of the numbers in the list and dividing the result by how many numbers were in the list.
<b>Median</b>	The 'middle' value; this is calculated by listing all of the numbers in numerical order. If there is an odd number of results the median is the middle number. If there is an even number of results the median will be the average of the two central numbers.