

Gender Pay Gap Statutory Report

Liverpool School of Tropical Medicine (LSTM)

March 2019

At LSTM, we are committed to strengthening equality and diversity and promoting inclusion for all. This report sets out the Gender Pay Gap, based on data collected on **31st March 2019**. It reviews progress on work we have done to reduce the pay gap in the 12 months since we published our last report and identifies further action that we will take in the upcoming months.

Section One: Gender Pay Gap Data

Hourly Pay

	2019	2018
Median Difference	13.7%	13.4%
Mean Difference	26.4%	25.7%

The median pay gap between March 2018 and March 2019 has increased marginally (0.3%). The mean difference has increased by 0.7%.

Pay Quartiles

	Female	Male
Upper	40.7% (40.0%)	59.3% (60.0%)
Upper Middle	63.8% (64.0%)	36.2% (36.0%)
Lower Middle	63.8% (60.8%)	36.2% (39.2%)
Lower	75.2% (74.6%)	24.8% (25.4%)

NB: 2018 figures are shown in brackets

Overall, 61% of employees at LSTM on 31 March 2019 were women and 39% were men.

There continue to be more men than women at the most senior grade and this vertical segregation remains one of the key contributing factors to our gender pay gap.

Bonus Gap

	2019	2018
Median Difference	0%	13.6%
Mean Difference	0%	13.6%

Proportion of Men and Women Who Received a Bonus

Women	Men
0.3% (0.4%)	0.9% (2.0%)

NB: 2018 figures are shown in brackets

LSTM does not operate bonus, incentive or performance-related pay schemes. However, three of our senior clinical staff who have honorary consultant contracts with the NHS receive NHS Clinical Excellence Awards. These awards are determined by the NHS and are outside the remit of LSTM.

Section Two: Closing the Gap

The following actions were taken after last year's pay gap report which was published in March 2019. We recognise that these initiatives are yet to have an effect on the pay gap and we remain fully committed to implementing actions which aim to close the gap.

Recruitment: We are developing our employer brand to ensure our offer is attractive, competitive and that we reach talented candidates with diverse backgrounds at all levels and in all areas.

Fixed-Term Contracts: We have reviewed the way we work with fixed-term contracts over the last year, converting employees on these contracts onto open-ended contracts where appropriate (19.4% of the workforce). Although this is not reflected in the 2019 data due to the reporting schedule, it has reduced the percentage of staff on fixed-term contracts from 55% (31st March 2019) to 36% as of 12th March 2020. In total we have transitioned 111 employees to permanent contracts (19.4% of the workforce; 75% female). We will continue to carefully consider the most suitable contractual arrangements for each role in our organisation.

Development and Career Progression: We have appointed a specialist Learning and Development Manager who is working with members of the LSTM community to identify (i) barriers to career progression and (ii) inform future actions which will be used to develop our Athena SWAN Action Plan. We have set up a Working Group to explore the *Concordat to Support the Career Development of Researchers*, and to identify how to establish conditions by which our research community can thrive and flourish at work. We are developing career paths for a range of roles.

Pay and Pay Progression: All pay and pay progression decisions continue to be monitored and administered by our central Human Resources team to ensure fairness and consistency.

Supporting Colleagues: We have increased the opportunities that our colleagues have to feedback to the organisation, including townhall meetings and focus groups – for example, the recent consultation on LSTM's flexible working arrangements. This feedback has been used to extend the opportunities available for colleagues to work flexibly.

Targets for Closing the Gap: Work is being undertaken to model our workforce to understand the likely rate of change towards gender equality at all levels.

Section Three: Priorities for the Year Ahead

We are in the process of preparing an application for a Silver [Athena SWAN](#) (Scientific Women's Academic Network) Award. Athena SWAN aims to reduce barriers to career progression for **all employees**, regardless of gender or role, in Higher Education Institutions. The self-evaluation process will involve a comprehensive review of the gender balance of both staff and students, identifying possible barriers to progression, and with the help of wide-ranging consultation produce an action plan aimed at reducing, or removing, these barriers.

The Athena SWAN Action Plan will be SMART (Specific; Measurable; Achievable; Realistic and Timebound) and will span the next four years. All actions will be supported by the Equality & Diversity Committee, which is co-chaired by LSTM's Director and Global Director of HR, ensuring that colleagues at all levels of LSTM are committed to taking positive action to reduce the Gender Pay Gap. The Athena SWAN application will be submitted in April 2021, and the 2021 Gender Pay Gap Report will highlight these actions in more detail.

In addition to the broader work for Athena SWAN, we have also committed to implementing the following initiatives the next twelve months, as part of our progress towards reducing the Gender Pay Gap:

Data Analytics: All actions that we take must be underpinned by robust data, enabling us to evaluate our effectiveness annually. We will improve our data recording to ensure a strong evidence base for future targeted actions, and proactively report on ethnicity and disability pay gaps. The Government Equalities Office has identified eight key areas of data which will help to evaluate the effectiveness of any actions we take, and we will ensure that these eight areas are identified in our data recording.

Recruitment: We will ensure that all recruitment advertising and job descriptions are checked to ensure they are free from bias and use inclusive language. We will work to ensure greater gender-balanced candidate pools for every role recruited, and combine with gender-balanced interview panels. We will also provide training, focusing on diversity and inclusion, for colleagues who have a role in the recruitment process.

Development and Career Progression: We will review our routes and processes for promotion and take a proactive and systematic approach to identifying and supporting colleagues seeking progression. We will review and extend our career development support, information and opportunities, creating career paths for all role types - academic, technical programme and professional. We commit to trialling a reverse mentoring scheme between members of senior leadership and more junior colleagues.

We will sign up to, and support the implementation of the *Concordat to Support Career Development for Researchers*, which will be utilised in supporting the career development for all researchers and technicians in LSTM, as well as a basis for supporting career development for all colleagues and we will ensure that this aligns with the Athena SWAN action plan.

Pay and Reward: We will carry out regular Equal Pay Audits and take any action if required. We will take active steps to value the contributions that people make to wider LSTM life and ensure these are acknowledged and recognised in performance, reward and promotion processes.

Work Environment & Culture: We will foster an inclusive culture in which everyone has the opportunity to thrive. We will provide opportunities for everyone to provide feedback and engage with the development of organisational policies. We will enable and promote family-friendly and flexible working opportunities to support all staff, underpinned by a Flexible Working Framework. We will also prepare a Communications Plan, which will cover work on Athena SWAN, the *Concordat*, and increase awareness and visibility of broader career support initiatives to ensure equity of access.

Director's Remarks

Over the last year we have introduced a number of measures which will contribute towards closing the gender pay gap: including changing the way we use fixed term contracts and reviewing career paths and the ways we support progression. It is, however, too soon to see the impact of these changes.

In the last two years, we have unfortunately seen little overall movement. LSTM is committed to closing the gender pay gap and will take more positive action to achieve this through:

- Setting meaningful organisational targets

- Achieving greater gender balance throughout our recruitment process at every stage.
- Introducing a systematic approach to the identification, support and development of potential candidates for promotion across all roles and at all levels.

I certify that that the information provided in this report is accurate.

A handwritten signature in blue ink, appearing to read 'D Lalloo', with a large, stylized flourish at the end.

Prof David Lalloo

Director