

Bolton NHS Foundation Trust - Gender Pay Gap Report 2023

1. Background

- 1.1 In 2017 the Government introduced legislation that made it statutory for organisations with 250 employees or more to report annually on their Gender Pay Gap (GPG). The GPG reporting requirements are detailed within [The Equality Act 2010 \(Specific Duties and Public Authorities\) Regulations 2017](#).
- 1.2 The gender pay gap shows the difference in the average pay between all men and women in a workforce. Pay gaps often indicate that female workers are missing out on opportunities that could lead to higher pay, such as opportunities to progress in their careers, or to work full time hours through flexible working patterns.
- 1.3 The gender pay gap is different to equal pay. Equal pay deals with the pay differences between men and women who carry out the same jobs, similar jobs or work of equal value. It is unlawful to pay people unequally based on their gender.
- 1.4 Understanding the difference is important because the solutions to the gender pay gap are different to those required to ensure equal pay. It may be surprising, but it is possible to have genuine pay equality and still have a significant gender pay gap. For example if a company employs 11 people, ie; 10 engineers and one managing director, the 10 engineers (nine women and one man) all earn exactly £50,000 per year so they are all on equal pay. The managing director, who happens to be a man, is on £100,000 per year. The average salary for women in the organisation is £50,000 per annum while the average pay for men in the organisation is £75,000 per annum ($\frac{£50,000 + £100,000}{2}$), a gender pay gap of £25,000 or 50%. Although the reporting requirements apply to organisations larger than this the example illustrates the point.
- 1.5 All NHS organisations manage equal pay through robust job evaluation systems, these systems ensure that pay for work of equal value is recognised; for example, a male nurse and female nurse entering nursing with some qualifications and experience are paid the same pay scale; however, the best job evaluation system will not address the gender pay gap if an organisation has a majority of men in higher-paid roles.
- 1.6 The Gender Pay Gap is calculated and reported as six measures based on the hourly rates of pay and the bonuses of all eligible employees on a snapshot date, which for Public Sector organisations is 31st March 2023:
 - i. percentage of men and women in each hourly pay quarter
 - ii. mean (average) gender pay gap using hourly pay
 - iii. median gender pay gap using hourly pay
 - iv. percentage of men and women using bonus pay
 - v. mean average gender pay gap using bonus pay
 - vi. median gender pay gap using bonus pay
- 1.7 Gender pay gap reporting is a crucial step to better understanding our own position and the broader factors which contribute to pay disparity.

- 1.8 The cause of the gender pay gap is complex, and as the report will show there are certain issues peculiar to specific staffing bands / levels. Understanding these peculiarities is important as this will help to address the gender pay gap disparity in the years to come via robust actions.

2. What do the calculations mean?

- 2.2 The information in this report demonstrates the gender pay gap taking into account all Trust employees (excluding iFM).
- 2.3 Definitions of the terminology used in this report are included in appendix 1. When reporting the gender pay gap, both mean and median averages are used.
- 2.4 The median is often used as a headline measure because it's less swayed by extreme values, particularly the small number of people on high salaries.
- 2.5 The mean is useful because it does capture the effect of a small number of high earners. This is something we're interested in, given that women's responsibilities beyond work have traditionally limited their access to higher-level, higher-paid jobs.
- 2.6 The difference between an organisation's mean and median pay gap can provide valuable insight. The presence of very low earners can make the mean smaller than the median. A group of very high earners can make the mean larger than the median.
- 2.7 The bonus pay gap is intended to reflect the distribution of bonus payments made to male and female employees in the 12 months to 31st March 2023. As an NHS organisation the only pay elements that fall under the bonus pay criteria are within the medical workforce, i.e. distinction awards and clinical excellence awards.

3. Key Findings

<p>Overall women occupy 77.1% of the highest paid jobs and 88.1% of the lowest paid jobs.</p>	<p>The gender pay gap has reduced from 2022 to 2023, with the median pay gap reducing by 4.65% and the mean pay gap reducing by 2.4%.</p>	<p>Overall women earn 90p for every £1 that men earn when comparing median hourly pay. Their median hourly pay is 9.8% lower than men's.</p>	<p>When comparing mean (average) hourly pay, women's mean hourly pay is 25.9% lower than men's</p>
<p>14% of the female medical workforce received bonus pay compared to 22% of the male medical workforce.</p>	<p>Overall women earn £1 for every £1 that men earn when comparing median bonus pay. There is no median bonus pay gap.</p>	<p>As at 31st March 2023 85% of the workforce were female and 15% male.</p>	<p>The number of females within the bottom 3 pay quartiles is reasonably consistent, however there is a significant increase in the proportion of males in the top pay quartile.</p>

4. Findings

4.1 Our Workforce

We collected our gender pay gap data on the snapshot date of 31st March 2023. At this time there were 6311 staff employed in the Trust. Of those 5382 (85%) were female and 929 (15%) male.

4.2 Hourly Pay Gap

Over the last 12 months the Trust’s gender pay gap has reduced in both the median and mean measures. The tables below show the mean and median hourly rates by gender and the overall percentage pay gap as at March 2022 and March 2023.

The data indicates that:

- Overall on a mean average men earn more than women by 25.9% meaning the gender pay gap has reduced by 2.4%.
- Overall on a median indicator men earn more than women by 9.83% which is an overall decrease in the median gender pay gap of 4.65%.

As set out in section 2 the median is often used as a headline measure because it’s less swayed by extreme values, particularly a small number of people on high salaries. The mean is useful because it does capture the effect of a small number of high earners. This is something we’re interested in, given that women’s responsibilities beyond work have traditionally limited their access to higher-level, higher-paid jobs.

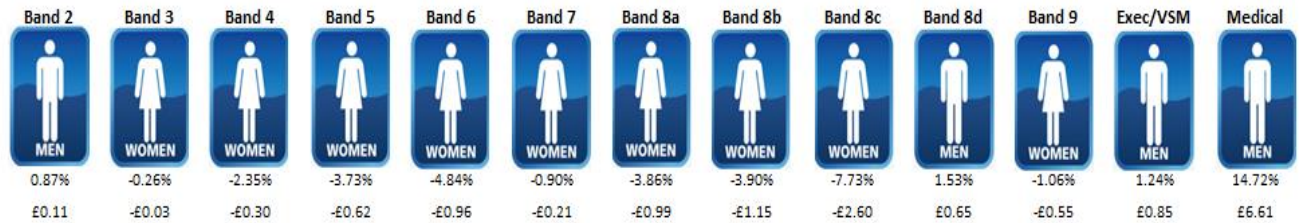
The Trust’s mean is significantly larger than the median, indicating that it is likely that a number of high earning male staff are impacting on the average figures.

2022				
Gender	Mean Hourly Rate		Median Hourly Rate	
Male	£	24.3	£	18.9
Female	£	17.4	£	16.1
Difference	£	6.9	£	2.7
Pay Gap %		28.3%		14.48%

2023				
Gender	Mean Hourly Rate		Median Hourly Rate	
Male	£	24.5	£	18.6
Female	£	18.1	£	16.7
Difference	£	6.3	£	1.8
Pay Gap %		25.9%		9.83%

4.3 Pay Gap by Band

Mean



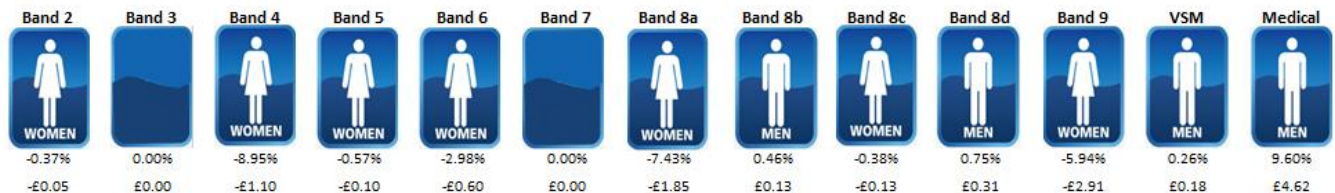
Variation from 2022

-5.49%	-0.66%	-2.37%	-0.17%	-0.23%	-0.88%	-1.44%	-1.91%	-2.22%	-10.27%	-3.27%	2.14%	4.38%
F	F	F	F	F	F	F	F	F	F	F	M	M

- On the mean indicator, **women earn more** than men in bands 3-8c, and 9.
- On the mean indicator, **men earn more** than women in bands 2, 8d, VSM and medical grades

If medical staff are removed from the calculations **our mean Gender Pay Gap reduces to 4.2%**. Therefore the disparity between our gender pay is tilted by our medical workforce which historically was a male dominated profession

Median



Variation from 2022

-0.54%	-0.97%	-8.95%	-19.76%	-17.84%	-6.92%	-0.14%	2.50%	1.04%	-13.03%	-6.51%	-2.13%	4.76%
F	F	F	F	F	F	F	M	M	F	F	F	M

- On a median measure, **women earn more** than men in bands 2,4,5,6,8a,8c, and 9.
- On a median measure, **men earn more** than women in bands 8b, 8d, VSM and Medical grades

If medical staff were removed from the calculations **our median Gender Pay Gap reduces to 1.43%**,

4.4 Full/ Part time Gender pay gap

The table below shows the mean and median pay gaps for full and part time staff.

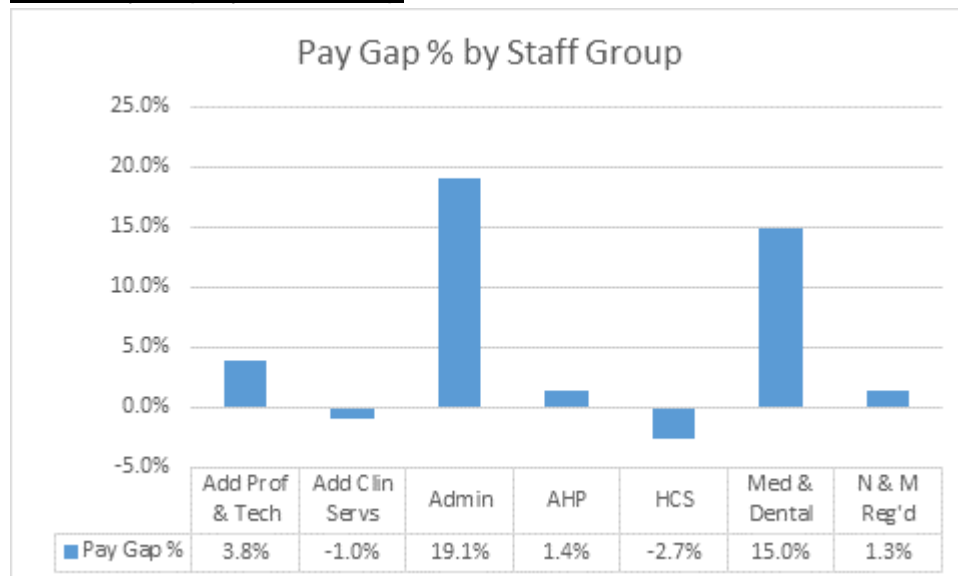
Mean	Full Time	Part Time	Median	Full Time	Part Time
Men	£24.85	£23.00	Men	£18.10	£17.26
Women	£18.65	£17.65	Women	£16.75	£16.75
Difference	£6.20	£5.35	Difference	£1.35	£0.51
Gender Pay Gap%	24.95%	23.26%	Gender Pay Gap%	7.46%	2.95%

There is a slightly higher pay gap for full time staff than for part time staff, although the pay gap for part time staff is still significant at 23.26% (mean) and 2.95% (median).

4.5 Analysis by staff group

In order to provide further understanding of the gender pay gap a breakdown of mean gender pay gap by staff group is below:

Mean Pay Gap by Staff Group



The staff group with the largest mean pay gap is Administrative and Clerical, where the mean hourly pay rate is 19.1% higher for men than for women. This group includes corporate and senior management posts, as well as administrative and clerical staff. There are 1263 staff in this group, of which 200 are men (16%). The median pay gap for this staff group is 17.4%. As mentioned earlier, where the mean is higher than the median this can indicate that a group of high earners are impacting the average.

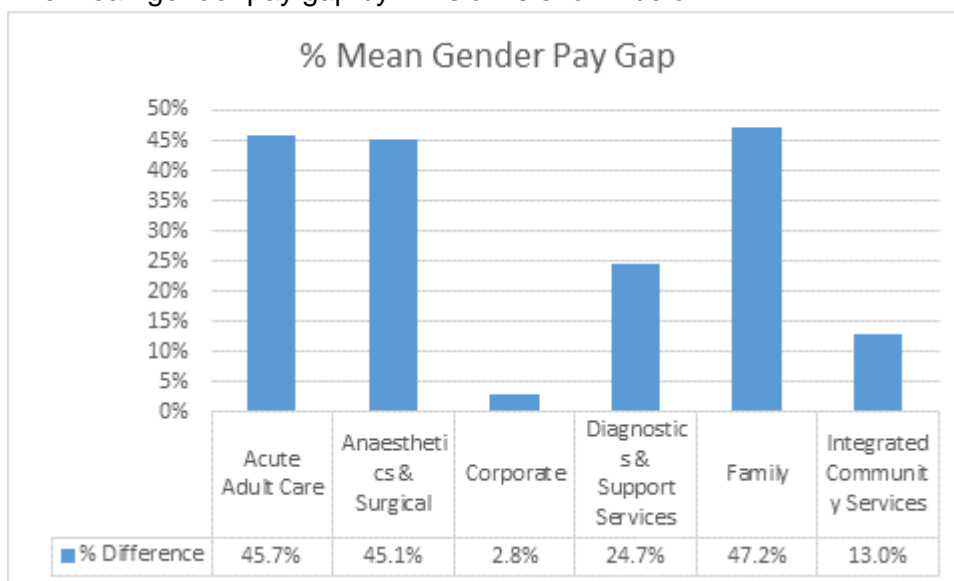
This is followed by the medical and dental staff group, where the mean hourly pay rate is 15% higher, and the median 9.6% higher. Of the 429 staff in this group, 221 are men (52%).

Staff groups where women receive a marginally higher mean hourly rate than men are Additional Clinical Services (1% higher) and Healthcare Scientists (2.7% higher).

The 'Estates and Ancillary' staff group has been excluded from this chart, as at the time of reporting there were only 2 employees in this staff group, both of whom were male.

4.6 Analysis by Division

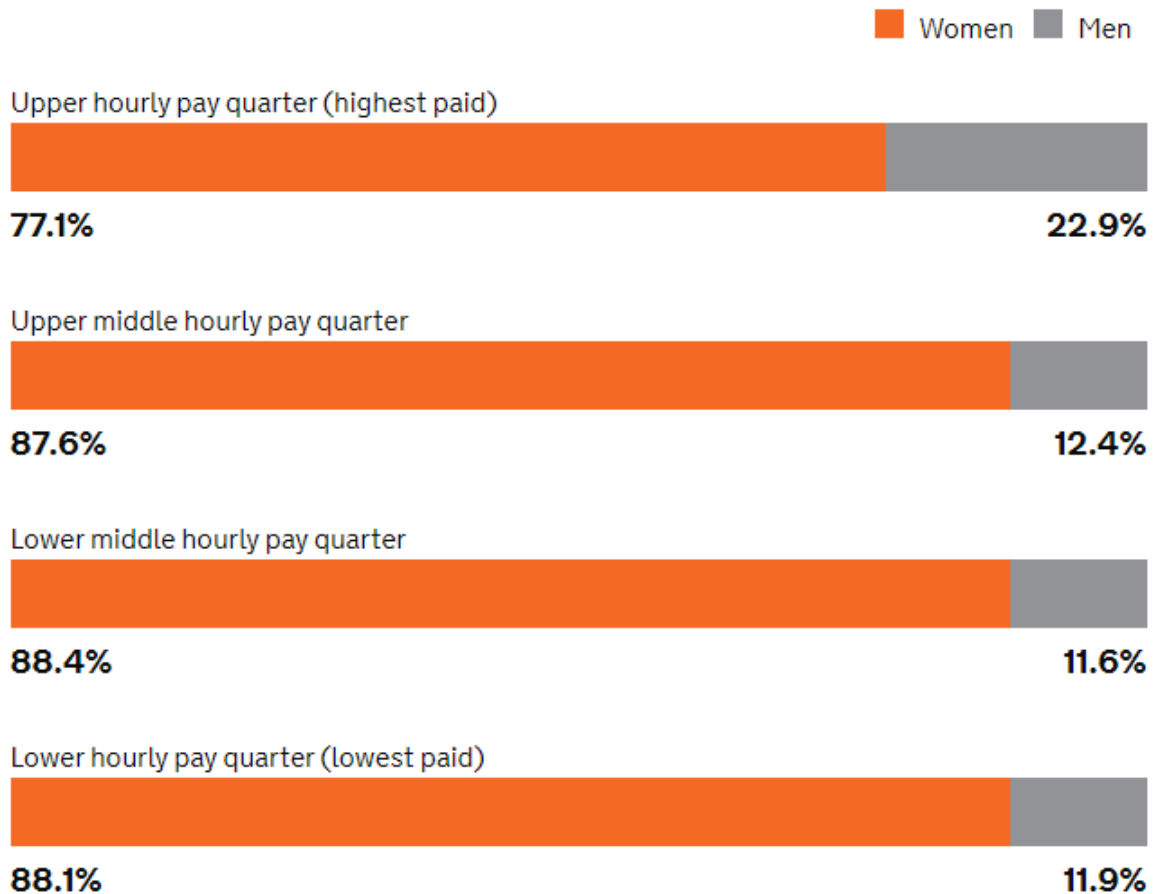
The mean gender pay gap by Division is shown below:



The three divisions with the largest pay gap are Acute Adult Care, Anaesthetics & Surgical and Family. It should be noted that these are also the three divisions with the largest medical workforces.

4.7 Proportion of males and females in each pay quartile

The chart below, as reported in the national submission, demonstrates that the number of females within each pay quartile is reasonably consistent, although there is a significant increase in the proportion of males in the top pay quarter. This correlates with the analysis by pay band, showing that the largest pay gaps exist within the 8d, VSM and medical pay grades.



Further detail on the breakdown of gender at each band can be seen in appendix 2. This shows a fairly consistent gender breakdown in bands 2 to 7 of between 10 and 12 percent, slightly lower than the organisational split of 15%. However, from band 8a up there is a significantly higher proportion of male staff.

4.8 Bonus Pay Gap

We are required to report on the gender pay gap for bonus awards. Agenda for Change (AFC) staff are not eligible for bonus awards. This metric is therefore focused on payment of the consultant Clinical Excellence Awards (CEA) and Distinction Awards (Staff Grade).

Bonus pay gap is set out in the charts below:

2022 (Bonus)		
Gender	Mean Pay	Median Pay
Male	£ 11,299.4	£ 9,048.0
Female	£ 10,569.5	£ 9,048.0
Difference	£ 729.9	£ -
Pay Gap %	6.5%	0.0%

2023 (Bonus)		
Gender	Mean Pay	Median Pay
Male	£ 12,722.7	£ 9,048.0
Female	£ 10,028.4	£ 9,048.0
Difference	£ 2,694.2	£ -
Pay Gap %	21.2%	0.0%

2022			
Gender	Employees Paid Bonus	Total Relevant Employees	%
Male	59	834	7.07%
Female	32	5156	0.62%

2023			
Gender	Employees Paid Bonus	Total Relevant Employees	%
Male	49	954	5.14%
Female	30	5516	0.54%

Points of note are:

- 0.5% of females in the Trust received an award (bonus) compared to 5.1% of males. However, this is distorted by the fact that only medical staff (where the gender split is more equal than the Trust’s profile) receive a bonus.
- When looking at this in the context of the medical workforce 14% of women and 22% of men received bonus pay.
- In relation to the value of the award women earn £1 for every £1 that men earn when comparing median bonus pay, meaning that on a median calculation there is no bonus pay gap.
- However average (mean) bonus pay is 21.2% lower for women than for men. This has increased from the 2022 mean bonus pay gap of 6.5%.
- Looking further into the underlying data, 79 Consultant staff received Clinical Excellence Award payments, 5 under the national scheme and 74 under the Trust’s local scheme.
- Since 2018 the local Clinical Excellence Award monies have been shared equally amongst all eligible consultants.
- Those that were given awards in 2018 under the previous scheme arrangements have maintained those awards, therefore there has been no opportunity to redress any bonus pay gap during that period under the local scheme.
- If the consultant pay award offer is accepted the contractual entitlement to access an awards round will cease. If this is not accepted, the Trust will look to reintroduce the application process in 2024, and there will be an opportunity to look at how we support our female workforce to submit a successful application ..

4.98 Key matters to note and potential underlying causes

4.9.1 The Trust’s gender pay gap has reduced on both the mean and median measures since March 2022, however there is still a significant gap between the average pay of men and average pay of women working within the Trust.

- 4.9.2 Benchmarking data for March 2023 is not yet available. Once other Trusts have published their March 2023 data then up to date benchmarking will be shared.
- 4.9.2 We can see from the data that this pay gap is predominantly in the Medical and Dental and Administrative and Clerical Staff groups, and in the higher pay bands.
- 4.9.3 There is a significant gender pay gap in the medical workforce, where men are paid 15% more than women on a mean average and 9.6% on a median average.
- 4.9.4 There is also a significant gender pay gap in Administrative and Clerical workforce, with men being paid 19.1% more than women on a mean average and 17.4% on a median average.
- 4.9.5 Although the Trust has a predominantly female workforce the data tells us that there is a higher proportion of male staff in the Trust's upper pay quartile, this is supported by appendix 2, which shows that the percentage of male to female staff increases significantly when we get to grades 8a and above.
- 4.9.6 Our bonus pay gap remains fairly consistent since 2018, only fluctuating slightly with a small number of national clinical excellence awards.

4.10 Current position and Next Steps

It is important to note that gender pay gap cannot be 'fixed' quickly and longer terms solutions are required in order for it to reduce. The complexities of this agenda means it may take many decades for this to happen.

4.10.1 What have we done so far?

Closing the gender pay gap is about more than just the numbers, it's about increasing support for female staff. There is significant good work already going on in relation to this within the Trust:

Staff Networks

The Trusts' Gender Staff Network has recently been established and has held a number of listening events. As a new network there is significant opportunity for the group to review the findings of this report, consider opportunities to improve opportunities for female staff and work to reduce the Gender Pay Gap.

Recruitment / Promotion

All Trust adverts and advertising materials (e.g. Job Descriptions, and Person Specifications etc.) are reviewed and approved by our HR team before being advertised to ensure they do not contain any discriminatory statements. Good practice is already in place around shortlisting processes, to ensure fairness and equality of the process at this

stage. The Trust TRAC e-recruitment system ensures that applications to Trust employment are shortlisted on the basis of skills, experience, education and knowledge only (no personal details such as name / gender etc. are provided to shortlisting panels). This eliminates, as much as possible, any potential for discrimination at application stage.

Interview panels comprise at least two people, to increase objectivity of decision making, and other assessments are encouraged to further increase objectivity- e.g work related testing; criteria based interviewing against defined criteria. . Guidance is provided to every interview panel stating that interview questions should be based on role requirements only.

Flexible working

The Trust has recently introduced a new Flexible Working Policy, which ensures no flexible working request is declined by an immediate line manager without it being escalated for wider consideration. This facilitates managers looking more creatively to support requests wherever possible.

In addition, new retirement options introduced, including the ability to draw down pension whilst remaining in your current role gives staff the opportunity to increase their work life balance. This is likely to be beneficial for staff with caring responsibilities, more likely to be female.

There have been flexible working sessions held as part of the Our Voice programme, looking at understanding staff's lived experience and ensure that feedback informs reality and the gap between espoused policy and real life and real changes and improvements can then be made.

Sexual Safety Charter

The Trust's adoption of the sexual safety charter demonstrates that we are committed to ensuring sexual safety in the workplace for all our staff.

4.10.2 What are our plans?

The Trust's People Plan sets out that we will make Bolton a place where people will have long and happy careers, and where we all feel we belong. This includes embedding equality, diversity and inclusion best practices into everything we do, building a workforce that represents the communities we serve, and embracing flexible working so that people don't have to choose between their personal and professional lives.

With this in mind, the following areas of focus are recommended to close the Trust's Gender Pay Gap:

Development and Networking

Friday 8th March is International Women's Day. It is proposed to promote this within the Trust, and also to use this as an opportunity to promote the Staff Gender Network, to encourage staff to work with us on closing our gender pay gap.

The Health and Care Women's Leaders Network is holding a webinar to highlight and celebrate work underway to progress gender equality and enhance inclusivity for women working in healthcare. This will be promoted via Trust communications and awareness

raised of the Health and Care Women Leaders network, a free network for all women working across health and social care.

The Trust is currently developing an extensive leadership programme. Inclusion will be a golden thread throughout this programme. Analysis of attendance on this programme by gender will provide insight on whether female staff are accessing available development opportunities, and if any additional work is needed to promote this.

Recruitment / Promotion

The data shows that gender pay gaps are highest in the top pay quartile, and in the Administrative and Clerical, and Medical and Dental staff groups.

To further understand the likelihood of women being successful for both internal and external recruitment processes, analysis will be carried out on data held in the TRAC recruitment system. This will identify if there are any stages of the recruitment process requiring adjustments to process.

Depending on the outcome of this review the Trust could consider providing application and interview support workshops / materials for internal candidates in collaboration with gender staff network

It is also recommended that candidates are made aware of the flexible working options available to them and their right to request flexible working from day 1 of employment.

Starting Salaries

Starting salaries under Agenda for Change are determined in accordance with the NHS Terms and Conditions Handbook. In most cases the starting salary on commencement of employment is clear, based on previous NHS service in relevant roles.

In some circumstances, however, there is discretion to take into account relevant other service for the purpose of determining starting salary. It is recommended that analysis of starting salaries, by gender, is carried out to understand whether there are any discrepancies between genders, and if so the root cause of this.

Flexible working

Although there have been significant positive changes around flexible working, there continue to be staff who are not aware of their rights and the process to follow.

Flexible Working is one of the work streams in the Trust's 'Our Voice' change programme. Initial focus groups have already been held and actions are already underway including wider consultation on the updated policy, development of toolkits and communications on what how flexible working can work well to the benefit of the Trust and our staff. A key action is also to de-bunk some of the myths around flexible working and these will be developed by the group.

Clinical Excellence Awards

As set out earlier in the report, if the Consultant pay offer is accepted the current Clinical Excellence Awards process will not continue. If it remains in place, the Trust needs to look at how we can encourage and support eligible female staff to submit good quality applications.

4.11 Actions

	Actions	Deadline	Responsible Team/Person
1	Create a model and operationalise the importance of ensuring diverse recruitment panels are consistently applied	30 th April 2024	Resourcing Team
2	Evaluate the use of skill based assessment tasks in recruitment	30 th April 2024	Resourcing Team
3	Include information on the day 1 right to request flexible working in job adverts.	30 th April 2024	Resourcing Team
4	Regularly promote the day 1 right to request flexible working to existing staff.	Ongoing	Head of HR / Comms Team
5	Share Gender Pay Gap data with the Gender Staff Network for discussion and consideration of any additional actions required.	April 2024	Head of HR
6	Analyse staff survey data by gender to see if there are any areas requiring attention.	May 2024	Staff Engagement Team
7	Promote International Women’s Day and the Health and Care Women Leaders Network	March 2024	Comms Team
8	Analyse data in the recruitment system by gender to identify if there are any stages of the recruitment process requiring adjustments.	June 2024	Workforce Information Team

9	Analysis of starting salaries by gender.	June 2024	Workforce Information Team
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Appendix 1

Definitions / Explanations

The percentage of men and women in each hourly pay quarter

This is designed to show the spread of employees across salary ranges. The assumption is that for most organisations women will be concentrated in the lower quartiles but men will be concentrated in the upper quartiles.

The mean hourly rate

The difference between the mean (average) hourly pay of men, and the mean (average) hourly pay of women. It is calculated by adding up all the hourly rates of men or women and then dividing by the number of men or women.

The median hourly rate

The difference between the median hourly pay for a man and the median hourly pay for a woman. The median for each is the man or woman who is in the middle of a list of hourly pay ordered from highest to lowest paid.

The bonus payment percentages

These are intended to reflect the distribution of bonus payments made to men and women employees, who were paid bonus pay in the 12 months up to the 31st March 2023. As an NHS organisation the only pay elements that fall under the bonus pay criteria are within the medical workforce - distinction award (Staff grade and associate specialist) and clinical excellence awards (consultants).

The mean bonus

The difference between the mean (average) bonus pay paid to men, and bonus pay paid to women.

The median bonus

The difference between the median bonus pay paid to men and the median bonus pay paid to women

The mean and median pay and bonus gaps

These are expressed as a percentage. So if our mean gender pay gap, for example is 15% this means that women in the workforce are paid 15% less than the men in the workforce or 85p for every £1 paid to men. If the gap is a negative percentage this means that men are paid on average less than female employees.

Appendix 2 – Gender breakdown by band

Band	Female	Male	Grand Total	% Males
Apprentice	4		4	0
Band 2	1196	138	1334	10
Band 3	620	88	708	12
Band 4	444	53	497	11
Band 5	1142	139	1281	11
Band 6	969	133	1102	12
Band 7	514	65	579	11
Band 8A	189	48	237	20
Band 8B	53	21	74	28
Band 8C	16	7	23	30
Band 8D	6	5	11	45
Band 9	12	5	17	29
Exec/VSM	9	5	14	36
M&D	208	222	430	52
Grand Total	5382	929	6311	15