



Royal College of General Practitioners Gender Pay Report as at 31 March 2020

Introduction

The Royal College of General Practitioners (RCGP) is the professional body for general practitioners in the United Kingdom. Its purpose is to encourage, foster and maintain the highest possible standards in general medical practice.

Our EDI strategy focusses on creating an inclusive, respectful and representative workplace that reflects the society we serve, where all colleagues are able to thrive, and where difference is valued.

The College has a clear policy of paying employees equally for the same or equivalent work, regardless of their sex (or any other protected characteristic). As such, we have a pay and grading structure together with a published pay policy. We evaluate all jobs using a job evaluation system scheme. The College is confident that its gender pay gap does not stem from paying men and women differently for the same or equivalent work.

As an employer with more than 250 employees it is a legal requirement for the College to report its gender pay gap based on the snapshot date of 31 March 2020 and to publish the pay information by 30 March 2021. The purpose of this legislation across the UK is to identify and eliminate any gender pay gaps where they exist

What is the Gender Pay Gap?

The Gender Pay Gap shows the difference in the average hourly pay between all males and females in an organisation. The Gender Pay Gap does not measure equal pay but enables organisations to identify where a gender pay gap exists, look into potential reasons and identify actions that can be taken to address this. The gender pay gap

data and likely causes will vary considerably between sectors and individual organisations due to differences in size, structure, job roles and demographic workforce profile.

Gender Identity

We recognise that gender identity is not limited to the categories of male and female. Although gender pay gap regulations require the RCGP to report on all staff as men and women, we appreciate that some colleagues may not identify within this gender binary. The RCGP welcomes and values colleagues of all gender identities. It recognises non-binary identities through the use of gender-neutral language throughout its HR policies and communications.

Measurements

The **mean** is calculated when you add up the wages of all employees and divide the figure by the number of employees. The mean gender pay gap is the difference between mean male pay and mean female pay.

The **median** is the figure that falls in the middle of a range when everyone's wages are lined up from smallest to largest. The median gender pay gap is the difference between the employee in the middle of the range of male wages and the middle employee in the range of female wages.

The **proportions of male and female full-pay employees** in the lower, lower middle, upper middle and upper quartile pay bands.

The **mean bonus gap** is the difference between the mean bonus pay paid to male employees and that paid to female employees

The **median bonus gap** is the difference between the median bonus pay paid to male employees and that paid to female employees

The **bonus proportions** the percentage of male and female relevant employees who were paid bonus pay during the relevant period.

Gender Pay Gap Analysis

The gender pay gap data was collected on the snapshot date of 31 March 2020. At this time there were 299 employees within the workforce: 194 women and 105 men.

Mean and Median Gender Pay Gap Figures

Table 1: Illustrates the overall mean and median gender pay between females and males based on average hourly rates of pay.

| Year | Mean | Median |
|----------------------------------------------------------|-------|--------|
| 1 st April 2019 – 31 st March 2020 | 16% | 12.7.% |
| 1 st April 2018 – 31 st March 2019 | 19.9% | 16.3% |

The mean gender pay gap of 16% is calculated as the percentage difference between the average hourly salary for men and the average hourly salary for women. The median gender pay gap of 12.7% is calculated as the percentage difference between the mid-point hourly salary for men and the mid-point hourly salary for women.

In 2019, the mean gender pay gap was 19.9% and the median was 16.3%. This indicates an improvement in the gender pay gap since 2019.

According to the Office for National Statistics (ONS), October 2019, the overall UK gender pay gap for the UK economy is 17.3% (Mean). This shows that our gender gap is lower than the national average across all sectors.

Gender pay gap by Quartiles

Consistent with the legislation, we have reported our employee population in order of ordinary base pay from the lowest to the highest, and then divided this into four equal population sizes, to show how the distribution of men and women varies according to each pay quartile.

Table 2: Illustrates gender split by pay quartile percentage.

| Gender | Men | Women |
|-----------------------|-------|-------|
| Top quartile | 51.4% | 48.6% |
| Upper middle quartile | 36% | 64% |
| Lower middle quartile | 33.3% | 66.7% |
| Lower quartile | 20% | 80% |

The pay quartile percentage figures show that there are more women than men in each of the quartiles except in the top quartile> In the top quartile there are slightly more males than females.

There is no legal obligation for employers to publish a narrative explaining their gender pay gap figures, however it is useful to include some information to reflect on possible causes for the results.

The major factor contributing to our gender pay gap is the distribution of men and women across our grading structure. We have slightly more men in the top quartile, and many more women in the lower quartiles.

Our junior roles sit within our lower quartile profile and many of these roles are part time and attract female members of staff. Therefore, although males and females work

in the same roles are paid the same on average, a gap is present because our female employees are concentrated in those occupations which pay less.

In the wider society it is often women that undertake caring responsibilities which might make part-time working more attractive even though flexible working practices are also applicable for many higher paid posts in the College.

The Gender Pay Reporting Regulations requirements are to base Gender Pay data on pay after salary sacrifice. Hourly rates are disproportionately affected by Salary Sacrifice Schemes. Many employees take advantage of salary sacrifice arrangements including, pension salary exchange, childcare vouchers and the cycle to work scheme. Deductions for salary sacrifice arrangements are excluded from an employee's base pay for the purposes of gender pay gap reporting.

This reporting requirement can affect the College's gender pay gap data depending on the proportion of women and men who have salary sacrifice arrangements in place, as the reporting requirements create an artificially lower rate of pay for those who opt to use salary sacrifice compared to those who do not.

Our findings indicate that at the College twice as many women compared to men voluntarily contribute a higher amount of their salary towards their pension. Therefore, the salary figures used for the calculation in respect of female employees, are comparatively lower. There are also a handful of employees who buy childcare vouchers, and this also effects the figures.

Gender Pay Bonus Gap

In the 12 months preceding 31st March 2020, performance payment awards were made but were not consolidated into basic pay. These payments are linked to the annual performance review processes. There is one employee who receives a commission payment.

In addition, a small number of our colleagues receive a Long Service Award based on a sliding scale. Although the College does not regard the Long Service Award as a bonus payment, the cash payment must be used to calculate the gender bonus gap for this report, in line with government guidelines. We expect the number receiving Long Service Awards to vary year on year, depending on the recipients.

Table 3: Shows the overall mean and median gender bonus pay gap

| Mean bonus gap % | Median bonus gap % |
|------------------|--------------------|
| 25.4% | 8.2% |

Table 4: Shows the proportion of male and female colleagues who received a bonus

| Gender | Males | Females |
|------------------------------|-------|---------|
| Proportion receiving a bonus | 29.2% | 70.8% |

The gender pay bonus data has shown that more female employees have received a bonus or a long service award.

The bonus gap continues to be affected by the values of the bonuses for Enterprise and Conferences staff which are significantly higher as their “performance pay pots” are different compared to all other staff. It should be noted that there were more female staff who were given long service awards compared to males.

Closing the Gender Pay Gap

Notwithstanding the demographic observations of the UK economy and how this is reflected at the College, as outlined above, we have an action plan which aims to reduce the gender pay gap. These actions are detailed below, some of which have already been implemented.

We have recently **reviewed our recruitment and selection processes** to support our commitment to offer internal promotion opportunities and help develop long term careers for employees through creating a mobile, flexible and agile workforce.

In addition, we will aspire to 'blind' recruitment where all personal information including gender is redacted and not visible until the interview stage to avoid unconscious bias in decision making. We will ensure that there are also a mixed gender selection panels in place for interview panels, wherever possible.

There is **mandatory training on Equality, Diversity and Inclusion** for all staff. We will roll out further training i.e. unconscious bias to all our staff to reduce any bias in the workplace.

We have **family friendly policies and procedures** in place which encourage both male and female staff to discuss flexible working options subject to the needs of the college. We will promote them in the workplace to ensure both male and female members of staff are made aware of the benefits.

We will **develop our talent management and succession planning** initiatives to ensure we are an attractive employer, where women feel valued and able to contribute develop and build successful careers at the highest levels.

We have run an **internal management development programme** that has helped to inspire and support women to consider applying for future promotional opportunities.



We will invest further in **coaching and mentoring** to support our employees to build confidence, improve internal networks and enhance their career development within the College.

We will continue to promote the use of our online e-learning portal allowing our colleagues to undertake flexible self-development, 24/7 365 from any location be that at home or at work.

We will **review our approach to recognition and reward** over the long term and the impact on gender and other protected characteristics.

We will **promote our pension benefits** to ensure both male and female members of staff are made aware of the benefits of increasing pension sacrifice.

We will **continue to operate a job evaluation methodology** to grade all jobs consistently and we continue to re-evaluate job roles and pay grades as necessary to ensure a fair structure.

I confirm that the data contained in this report is accurate.

A handwritten signature in blue ink, appearing to read 'Steve Mowle'.

Steve Mowle

Honorary Treasurer, RCGP