Institute of Art, Design + Technology Dún Laoghaire

IADT Gender Pay Gap 30th June 2022

Background to the Gender Paygap

The *Gender Pay Gap Information Act 2021* came into effect in July 2021. The key requirements of the legislation are:

- Provision of data
- Reasons for any gaps identified in pay between men and women
- Actions that will be taken by organisations to address the gaps

It is important to note that a gender pay gap is not necessarily an indication of pay discrimination but could relate to the unequal representation of women across the organisation. Regulations were published in mid-May 2022 to provide information in relation to the calculations and further requirements of the legislation.

The Gender Pay Gap Information Act 2021 envisages the publication of online sectoral data for the 2023 reporting cycle onwards. It is anticipated that the system will allow members of the public to search for and view individual employers' returns, as well as returns for employers in given sectors and regions. Employees can bring claims against their employers to the Workplace Relations Commission (WRC) in respect of non-compliance with the Act. While the Act does not provide for sanctions in the form of compensation for the employee or for a fine to be imposed on the employer, the Director General of the Workplace Relations Commission can make an order requiring the employer to take a specified course of action to comply with the Act. All decisions will be published and will include the names of the employer and employee.

IADT's Requirements under the Act

The gender pay gap is a measure of the difference between men's and women's average earnings across the Institute.

The figures to be reported are as follows:

- the mean and median gap in hourly pay between men and women
- the mean and median gap in bonus pay between men and women
- the mean and median gap in hourly pay of part-time male and female employees
- the mean and median gap in hourly pay of temporary male and female workers
- the percentage of men and of women who received bonus pay and benefits-in-kind
- the proportions of male and female employees in the lower, lower middle, upper middle and upper quartile pay bands.

Together with a statement from the Institute setting out the reasons for the gender pay gap in the Institute and what measures are being taken or proposed to be taken to eliminate or reduce that pay gap.

Timeline

IADT chose the period below in which to publish our Gender Pay Gap Data

Snapshot Date:	30th June 2022
Published on:	22nd December 2022

Gender Pay

The gender pay gap is a measure of the difference between men's and women's mean and median earnings across the Institute and is represented as a percentage. This is IADT's first Gender pay gap report and we will publish this data annually.

The definition of an "employee" for the purpose of this report

An "employee", for the purposes of these reporting obligations, is defined in section 2 of the Employment Equality Act 1998 and means a person who has entered into or works under (or, where the employment has ceased, entered into or worked under) a contract of employment and, where the context admits, includes a member or former member of a regulatory body.

The type of contract workers are engaged on will determine whether they are 'employees' and if you must include them in your organisation's headcount and gender pay gap calculations. The Workplace Relations Commission's case law may be consulted for guidance.

Workers who are employees of your organisation on your snapshot date must be included in your headcount, and in your gender pay gap calculations. This includes employees who were new recruits on the snapshot date, and also employees who left the organisation after the snapshot date. While employers are only obliged under the Regulations to provide information in respect of their employees, employers are encouraged to take a broad view in assessing their gender pay gaps. For example, an organisation may decide to include partners in its gender pay gap reporting.

The calculation of "pay" for the purpose of this report

A step by step approach for calculation of organisations' gender pay gap metrics is set out in the "*Guidelines for Gender Pay Gap Information Act 2021 - Updated Guidance Note for Employers on Reporting in 2022*".

For each person employed on the snapshot date, it is suggested the employer begins by calculating the total ordinary pay and total bonus, identifies benefits-in-kind received and determines the total number of working hours worked for the reporting period for each person employed on the snapshot date. Based on this information, the employee's hourly remuneration can be calculated. Please refer to the definitions of ordinary pay and of bonus remuneration in Regulation 2 and Regulation 5, and to the calculation of hourly remuneration in Regulation 3.

Ordinary pay includes allowances. Examples of allowances include payments in connection with relocation, and payments relating to the recruitment of an employee. Salary top-ups to staff on statutory leave such as maternity leave and paternity leave, should be included.

Travel and subsistence payments reimbursing employees for expenditure wholly and necessarily incurred by them in the course of their work is not included within the meaning of ordinary pay for the purpose of these Regulations.

Where ordinary pay or bonus remuneration is paid to employees in currencies other than the Euro, for example where employees may be working abroad, the Euro equivalent amount as recorded in the organisation's accounts should be used for the purpose of gender pay gap reporting. Pay should be calculated before deductions as source. Examples of such deductions at source are taxes and employees' pension contributions.

Benefit in kind is not included in the calculation of either ordinary pay or bonus remuneration.

All professional have contracted hours of attendance e.g. Administrative, Library and Management Staff: 37 hours per week, Technical Staff: 36.5 hours per week and Caretaking Staff: 39 hours per week. These contracted hours of attendance have been taken into account in the calculation of their hourly rate of pay for the purposes of this report.

For academic staff, this exercise has been more complex as their contract and pay is based on their class contact hours over 35 weeks of the year (560 hour per annum for a lecturer (16 hours x 35 weeks) and 630 hours per annum for an Assistant Lecturer (18 hours x 35 weeks). Academic staff however are paid throughout the full calendar year.

In order to take account of this anomaly, and for the purpose of calculating gender pay the Institute has calculated academic hours and pay on the basis of their weekly class contact hours over 52 PRSI weeks. Academic management were calculated on the basis of 37 hours/52 weeks).

Full-time and Part-time Staff

Regulation 2 provides that relevant employees for the purposes of gender pay gap reporting are the employees of a relevant employer on the snapshot date, and provides a definition of part-time employee. The full-time or part-time employment status of the employee as of the snapshot date should be noted. The employee's status on the snapshot date should be used when calculating the gender pay differences relevant to part-time employees, i.e. under Regulations 7.(1)(b) and 8.(1)(b).

Where employees moving between full-time and part-time working is considered by the employer to be relevant to any gender pay differences in the organisation, the employer is encouraged to discuss this in the relevant report.

For the purpose of this report, our full time and part-time staff are all staff working over the full 52 PRSI weeks and have comparable whole-time equivalents.

Temporary Staff

Regulation 2 provides that relevant employees for the purposes of gender pay gap reporting are the employees of a relevant employer on the snapshot date. The employment status of the employee as of the snapshot date should be noted, as regards whether they are on a temporary contract or a

contract of indefinite duration. The employee's status on the snapshot date should be used when calculating the gender pay differences relevant to employees on temporary contracts, i.e. under Regulations 7.(1)(c) and 8.(1)(c).

Where employees moving between temporary contracts and contracts of indefinite duration is considered by the employer to be relevant to any gender pay differences in the organisation, the employer is encouraged to discuss this in the relevant report.

The Gender Pay Gap requirements as regards hourly paid workers will be incorporated into this project to ensure the gendered impacts of hourly paid practices are in scope. This will include ensuring that the hours of all hourly-paid individuals are recorded so the full cohort of hourly-paid workers can be included in future calculations.

In calculating the gender pay gap for temporary staff we reviewed all temporary staff at the snap shot date of 30th June 2022, however, the number of staff and hours worked did not reflect accurately (under 60 persons) IADT's context. For this reason it was decided that we should include the full cohort of hourly paid staff who worked with IADT from the 1st July 2021 to the 30th June 2022.

There are a number of reasons why IADT employs staff on temporary contracts, for example, to attain teaching expertise in particular disciplinary areas or to backfill roles when a staff member is on leave or bought out for other duties. The HPAL worker is extremely important for IADT, however, the primary purpose for hiring hourly paid Academic Staff is for use in specialist academic areas or to provide expertise relating to work in professional practice or some other specialist skill that applies to the specific programme. Other reasons for engaging HPALs are to maintain and foster close contacts with industry, embed current professional "best practice" and knowledge in our programmes, to backfill for academic buy outs, to backfill for emergency vacancies, to cover teaching pending the commencement of a pending post, and to teach on self-funded short-term courses.

IADT Context and Data

The Gender Pay Gap for a complex higher education institution, with several categories of staff on various types of contracts, provides challenges and opportunities. In a public sector organisation like IADT, every employee, regardless of gender, must be paid equally for the same or similar work or equal value. However, differences between what staff members are paid can be impacted by several (gendered and non-gendered) factors in the workplace, for example, occupational segregation, patterns of part-time and flexible working (female staff are more likely to avail of these options), and length of service (incremental pay increases may mean that new joiners are paid less than more experienced employees). Further, outside of the organisation, the Gender Pay Gap is influenced by structural factors, in many ways linked to the above points, such as a lack of affordable childcare, the unequal division of care work in the home, and gendered educational pathways.

Based on the range of calculations required the **Mean Gender Pay Gap for the entire IADT staff is 8.7% and the Median is 12.7%.** IADT compares favorably to national benchmarks. The most recent data from Ireland shows a gender pay gap of 11.3% in 2019 (*Eurostat*, 2021).

As required by the act, the institute has calculated mean and median gaps across the prescribed criteria and below is a definition of mean and median.

- The "Mean" hourly rate is calculated by adding all of the hourly rates together and dividing by the number of individuals in the data set.
- The median hourly rate is calculated by arranging the hourly rates of all individuals in the data set in numerical order to identify the middle (or median) hourly rate. 50% of individuals will earn more than this hourly rate and 50% will earn less.

The mean and median gap in hourly pay between men and women in IADT is:

ALL Categories	Mean Gender Pay Gap %	Median Gender Pay Gap %
Mean and Median Hourly Gender Pay Gap % =	8.7%	12.7%

The mean and median gap in bonus pay between men and women in IADT:

IADT is a public sector organisation and must adhere to the principle of 'one person one salary'. Therefore we have no data under the above criteria.

The mean and median gap in hourly pay of part-time male and female employees in IADT:

Staff in this section are staff who working on less than 1 whole time Equivalent (less than full time) on a range of contracts from Permanent part-time, CID and fixed term.

Part-Time	Mean Gender Pay Gap %	Median Gender Pay Gap %
Mean and Median Hourly Gender Pay Gap % =	7.9%	15.1%

The mean and median gap in hourly pay of temporary male and female workers in IADT:

Temporary	Mean Gender Pay Gap %	Median Gender Pay Gap %
Mean and Median Hourly Gender Pay Gap % =	-0.9%	0%

The percentage of men and of women who received bonus pay and benefits-in-kind in IADT:

IADT is a public sector organisation and we have no data under the above criteria.

The proportions of male and female employees in the lower, lower middle, upper middle and upper quartile pay bands in IADT;

	Quartile	Male	Female
% of Males & Females in Each Quartile =	A (Upper)	50%	50%
	B (Upper Middle)	47%	53%
	C (Lower Middle)	44%	56%
	D (Lower)	45%	55%

Strategic Actions Towards Closing the Gender Pay Gap

IADT is engaged in several strategies aimed at improving gender representation in the Institute, which will have an impact on the Gender Pay Gap. The Institute is also prioritising work on additional equality grounds, with a particular focus on race and ethnicity and disability.

Equality, Diversity & Inclusion (EDI) Policy

IADT published an EDI Policy in 2020. This policy outlines IADT's commitment to EDI in conjunction with the legislative context of equality in the Republic of Ireland. It applies to all in our community. The policy is available on the IADT website, and new staff members are introduced to the policy at induction.

The most recent EDI survey of staff, undertaken in 2021, shows a high level of awareness of the policy or where to find further information (**see Table 1 below**).

Table 1: *I am familiar with IADT's EDI Policy (2021 EDI staff survey)*

	Female	Male	Other	Academic	PMASS	Total
Yes, in detail	7 (9%)	4 (11%)	3 (17%)	11 (14%)	3 (6%)	14 (11%)
Yes, in general, and I know where to find further information	60 (80%)	30 (79%)	13 (67%)	56 (70%)	45 (92%)	103 (79%)
No	8 (11%)	4 (11%)	2 (11%)	13 (16%)	1 (2%)	14 (11%)

Complaints on alleged breaches of this policy fall under our mutual respect procedures. To date, no formal complaint has been made connected to the EDI Policy.

EDI resourcing

The Institute appointed a full-time EDI Manager in 2020 after Executive Management identified the need for a dedicated resource to manage EDI given its strategic importance and increasing sectoral demands. The EDI Manager reports directly to the IADT President and works with management and staff across the campus to advance our strategic EDI objectives. The EDI Office at IADT has been established as a separate business unit with its own resources.

EDI governance and accountability

EDI Committee

The Governing Body of IADT established an EDI Committee in 2020 to assist the Institute in promoting equality. This is a key recommendation for the higher education sector in the 2018 Report of the Gender Equality Taskforce (DFHERIS, 2018). The EDI Committee oversees high strategic EDI initiatives, including Athena Swan, Gender Pay Gap Reporting, Framework for Consent, Senior Academic Leadership Initiative (SALI) and Public Sector Duty requirements.

EDI monitoring of formal institutional meetings

Since 2019, EDI has been included as a standing agenda item for all formal institutional meetings. This includes meetings of Governing Body and its committees, Academic Council and its committees, Executive Management and Central Management. This gives an opportunity to look back at the decisions made during the meeting and to note any issues related to EDI. Critical issues are flagged by the EDI Manager and reported to the President every two months. An annual report on this process is presented to the EDI Committee as part of our Athena Swan commitments (**EDI Action Plan 1.2**).

Athena Swan

In 2022, IADT was awarded an Athena Swan Bronze Institution Award following a self-assessment process conducted over an 18-month period. The Institute is proud to be the first HEI in Ireland to achieve an award under the new Athena Swan Charter principles for Ireland. The objective of the new Charter, managed by Advance HE, is to support impactful and sustainable gender equality work for all categories of staff and the student population and to build capacity for evidence-based equality work across the equality grounds enshrined in Irish legislation.

The majority of staff who responded to the Athena Swan survey agree that IADT advances gender equality in its work, including at the leadership level (**see Table 2**). However, we recognise areas for improvement through implementing our EDI Action Plan, namely narrowing gender differences in responses.

Table 2: *Athena Swan survey questions on gender equality at IADT (Agreement levels)*

	Female	Male	Other	Academic	PMASS	Total
The cultural ethos of the Institute is one that supports equality of opportunity in relation to gender.	48 (63%)	31 (79%)	6 (33%)	45 (55%)	38 (78%)	85 (64%)
Women and men are equally visible in leadership roles at this Institute.	49 (64%)	31 (80%)	8 (44%)	49 (60%)	38 (78%)	88 (66%)
The public image of the Institute gives equal weight and visibility to women and men.	42 (55%)	30 (77%)	8 (44%)	42 (52%)	37 (76%)	80 (60%)
In general, managers in my workplace have a good understanding of gender equality issues.	43 (57%)	25 (64%)	8 (44%)	42 (52%)	34 (69%)	76 (58%)

IADT EDI Action Plan

The cornerstone of IADT's Athena Swan application is its comprehensive EDI Action Plan, underpinned by the Institute's EDI Policy and sectoral objectives in gender, race and ethnicity, and dignity and respect. The following items are key priorities in the Action Plan:

- Advance career development and progression opportunities for staff;
- Embed core changes to policy and practice on dignity and respect;
- Increase the number of confidential staff disclosures for race and ethnicity and disability;
- Develop a Hybrid Working Policy for IADT in line with sectoral policy;
- Advance EDI training opportunities for staff.
- Increase transparency of EDI data and activities; to this end, the Institute welcomes the requirement to report on our Gender Pay Gap.

Fair and transparent recruitment practices

IADT is committed to objective, transparent and merit-based recruitment and selection processes that comply with the *Employment Equality Act 2015, Equality Acts and Disability Act 2005*. IADT has competency-based frameworks for all competitions and question banks are linked to the job profile.

Following a review, several updates were made to the Institute's recruitment and selection processes in 2020/2021. This includes publishing a new IADT Recruitment and Selection Policy, with

an appeal process for the first time, and establishing a Recruitment and Selection Committee of Governing Body for oversight of the recruitment process.

The Institute seeks to ensure that all genders and underrepresented groups are enabled to apply for Academic and PMASS posts. The following measures are in place to advance EDI in recruitment and selection:

- All shortlisted candidates are written to before the interview by HR and asked if they require reasonable accommodation. Where a disability is declared, or additional requirements are identified, HR briefs the interview board, and as far as possible, we will adapt the interview to suit the candidate's needs.
- All interview boards are briefed on policies and practices related to inclusivity and equal opportunities. Each board is inducted by a member of HR on the day regarding correct procedure and conduct.
- Interview boards should be gender-balanced, as far as is practicable.
- A gender breakdown of shortlisted candidates is shared with the interview board.
- Reports on the gender breakdown of competitions are reported to the Recruitment and Selection Committee of Governing Body.
- Mandatory EDI questions have been added to the question bank for all posts.
- All job advertisements have a comprehensive Equal Opportunities Statement.
- All job advertisements refer to the IADT Code of Practice for the Employment of Staff with a Disability.

Learning and development opportunities

Aurora
IADT has participated in the Advance HE Aurora Programme since 2015. Aurora is Advance HE's leadership development initiative for women. It is run as a unique partnership bringing together leadership experts, higher education providers and research institutes to take positive action to address the under-representation of women in leadership positions in the sector. The programme is aimed at women in particular grades who wish to develop and explore issues relating to leadership roles and responsibilities. To date, 15 women at IADT have completed the Aurora programme and four colleagues are currently participating in the programme (2022-23). The Institute ensures that Academic and PMASS Staff have equal opportunity to participate in Aurora each year.

Ready to Lead
To further advance learning and development opportunities for colleagues, IADT has designed and delivered an in-house 'Ready to Lead' programme open to all Academic and PMASS staff. The pilot of the programme in 2017 was reserved for women only. We then moved to roll out the programme for all genders while retaining a focus on the specific challenges faced by women in terms of leadership opportunities. There has been excellent take-up across the campus with representation from all grades.

Supporting the professional competencies of staff

Once a new hire starts work in IADT there are supports in place for general induction and T&L induction. Some courses are compulsory for all new staff, for example, EDI, Public Sector Duty, child protection, GDPR, cybersecurity, etc.

All staff are invited to participate in scheduled cross-campus courses fully funded by the central budget. These general training events are planned to support the professional competencies of Academic and PMASS Staff, e.g. interview skills, technical skills, communication skills, team development, etc. The Institute delivers these training events for staff in a number of ways:

- On campus face-to-face training
- Online live sessions
- Online on-demand sessions (DCM and LinkedIn Learning)
- Informal training

Training and development for hourly-paid academic staff

Arising from a needs analysis with HPALs for the Athena Swan application, from 2023, workshops will be held for HPALs on the mechanisms for progression to an academic contract and to support career development goals, including making applications for advertised posts at IADT.

Work-life balance

Family-related leave

In line with statutory requirements, IADT offers a range of policies for family leave; maternity, paternity, parent's, adoption, parental and carer's leave. Our analysis for Athena Swan showed that most applications for parent's leave and parental leave, which are unpaid forms of leave, come from female staff. In addition, the self-assessment found that a number of males have decided not to take paternity leave despite being entitled to it. In response, the EDI Action Plan commits to increasing staff awareness of care-related leave and formal flexible working options over the next four years - especially among male staff to encourage them to apply.

Flexible and part-time working

To assist staff with an improved work-life balance, the Institute offers a range of formal flexible working options as set out in public service/higher education circulars. These are Career Break, Job Share, and Work Share schemes; in addition, a Shorter Working Year scheme is available to PMASS Staff. Colleagues can also formally request a reduction in their working hours. HR and line managers seek to accommodate colleagues who wish to move to part-time hours wherever possible.

In supporting our employees to achieve a work-life balance, we will consider proposals for flexible or blended working and job share arrangements. As a key Athena Swan objective, a Hybrid Working Policy for IADT will be developed in line with sectoral policy.