



Report C APPENDIX 1

FORTH VALLEY COLLEGE

EQUAL PAY AUDIT – 2018

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Report C APPENDIX 1

Contents

Section	Title	Page
1	Background and Methodology	3
2	Workforce Composition	5
3	Pay and Grading Structure	9
4	Gender Pay Gap	12
5	Allowances	25
6	Protected Characteristics	28
7	Conclusions and Recommendations	36

Report C APPENDIX 1

1. Background and Methodology

1.1 This Equal Pay Audit has been produced based on employee data as at 30th September 2018. Previous audits were undertaken in 2014 and 2016. The total number of employees within the scope of the report is 651 and excludes those employees who have not provided data in respect of gender.

1.2 The Equal Pay Audit is based on the five step process as recommended by the Equality and Human Rights Commission which includes the following steps;

Step 1 – Decide the scope of the audit

The report is based on all appointments as at 30th September 2018.

Step 2 – Identify where groups are doing equal work; like work/rated equivalent

1.3 The Equality Act 2010 identifies three terms in respect of defining equivalent work. These are as follows;

- **‘Like Work’** is defined as work which is the same or broadly similar
- **‘Work of Equal Value’** is defined as work which is of broadly equal value when compared under headings such as effort, skill and decisions
- **‘Work rated as equivalent’** is defined as work which has achieved the same or a similar number of points under a job evaluation scheme

1.4 Forth Valley College’s Pay and Grading structure is based on the application of a factor based analytical job evaluation scheme provided by NGA Human Resources that was specifically developed for further education. As there is a job evaluation scheme in place we are able to use ‘Work Rated as Equivalent’ as the basis of the report.

Step 3 – Collect pay data to identify pay gaps

1.5 The pay data includes employee details for all appointments and is based on basic pay and additional pay elements. The additional pay elements include;

- Standby
- Shift
- Additional Responsibility

1.6 Data on overtime and Additional Hours for teaching staff has also been imported into the Equal Pay System for analysis in terms of access to these payments. However, overtime payments are specifically excluded from the calculation of the gender pay gap.

1.7 The Equalities and Human Rights Commission have identified two thresholds that need to be taken into account when assessing the gender pay gap. Wherever there is a pay gap based on the following definitions, the reasons for the gap have been investigated;

Report C APPENDIX 1

‘Significant’ differences between the average basic pay or average total earnings of men and women performing equal work (any differences of 5.00% or more), or

Patterns of basic pay difference e.g. women consistently earning less than men on average for equal work at most, or all, grades or levels in the organisation (differences of 3.00% or more)

- 1.8 Irrespective of whether the gender pay gap is less than 3.00% it should be noted that any pay difference may be open to legal challenge.

- 1.9 The Equality Act 2010 prohibits direct discrimination in respect of a range of ‘Protected Characteristics’. These include gender, age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief and sex and sexual orientation.

In addition to gender based reporting we have also undertaken further analysis based on Age, Disability and Ethnicity. Data has also been provided for Religion and Sexual Orientation but has not been used to undertake specific pay gap analysis.

Step 4 – Establish the causes of pay gaps

- 1.10 There are a range of complex contributory factors that can create the gender pay gap but do not necessarily indicate that there is an Equal Value issue. Wherever there is a pay gap of more than 5.00% we have investigated the reasons. These could include a range of factors such as different length of service as well as occupational segregation whereby the typical roles undertaken by males and females are (based on the outcomes of the application of an appropriate job evaluation scheme) graded differently which creates the gender pay gap but not an Equal Value claim.
- 1.11 We have also considered other factors including age and starting pay to identify if any other issues are contributing to the gender pay gap.

Step 5 – Develop an Equal Pay Action Plan

- 1.12 As a result of undertaking the audit we have provided a number of recommendations as well as reviewing the recommendations from previous audits to identify of these have been implemented or remain a concern.

Report C APPENDIX 1

2. Workforce Composition

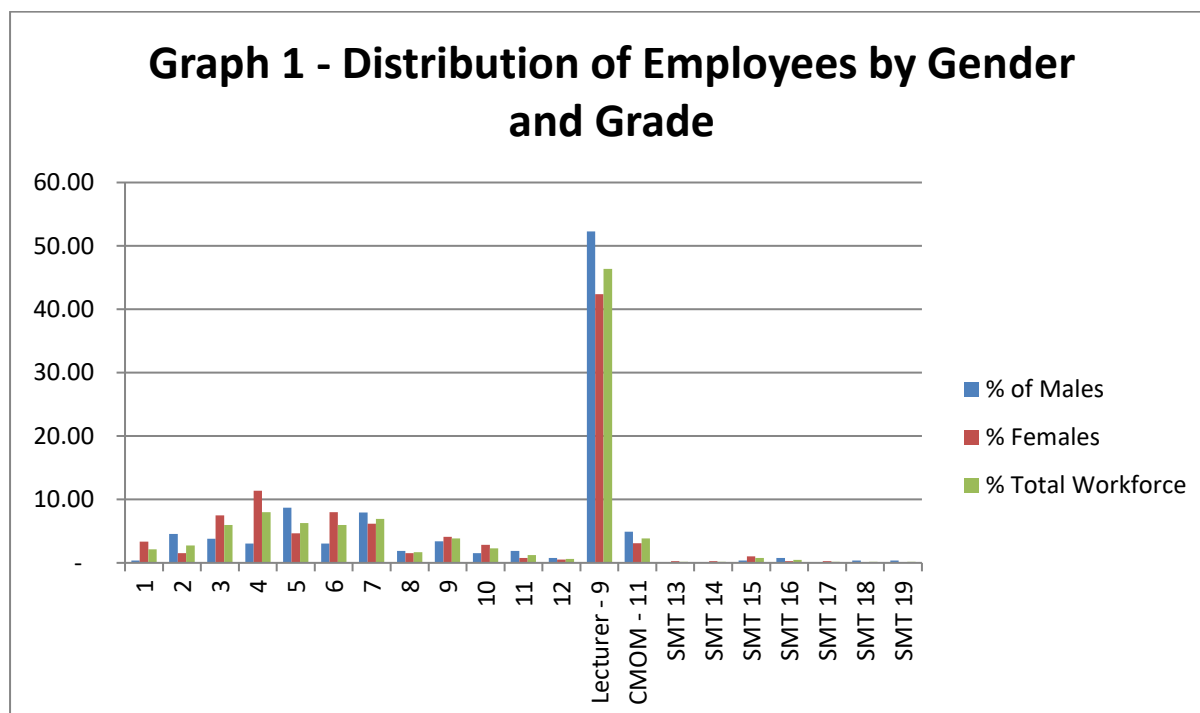
2.1 Prior to reviewing the gender pay gap and considering potential equal value issues it is beneficial to understand the composition of the workforce; the overall gender pay gap is based on the whole workforce and can be affected by workforce composition. It is also more likely that women work part time and it is often the case that part time working is concentrated within the lower grades so this will affect the overall average hourly rate. The identification of the composition of the workforce based on full and part time working and by grade also enables us to identify where the gender pay gap occurs and therefore can be investigated more thoroughly.

2.2 Table 1 indicates that the composition of the overall workforce is 40.55% male and 59.45% female.

Table 1- Workforce Composition by Grade and Gender - All Grades							
Equal Work Group	Organisation	All Males			All Females		
	Total	Total	% of Group	% of All Males	Total	% of Group	% of All Females
1	14	1	7.14	0.38	13	92.86	3.36
2	18	12	66.67	4.55	6	33.33	1.55
3	39	10	25.64	3.79	29	74.36	7.49
4	52	8	15.38	3.03	44	84.62	11.37
5	41	23	56.10	8.71	18	43.90	4.65
6	39	8	20.51	3.03	31	79.49	8.01
7	45	21	46.67	7.95	24	53.33	6.20
8	11	5	45.45	1.89	6	54.55	1.55
9	25	9	36.00	3.41	16	64.00	4.13
10	15	4	26.67	1.52	11	73.33	2.84
11	8	5	62.50	1.89	3	37.50	0.78
12	4	2	50.00	0.76	2	50.00	0.52
Lecturer - 9	302	138	45.70	52.27	164	54.30	42.38
CMOM - 11	25	13	52.00	4.92	12	48.00	3.10
13	1	0	-	-	1	100.00	0.26
14	1	0	-	-	1	100.00	0.26
15	5	1	20.00	0.38	4	80.00	1.03
16	3	2	66.67	0.76	1	33.33	0.26
17	1	0	-	-	1	100.00	0.26
18	1	1	100.00	0.38	0	-	-
19	1	1	100.00	0.38	0	-	-
Total	651	264	40.55	100.00	387	59.45	100.00

Report C APPENDIX 1

- 2.3 As can be seen from Table 1 and Graph 1, the most highly populated grade is Lecturer – 9 which accounts for 42.38% of the total workforce. Lecturer – 9 includes 45.70% of the male population and 54.30% of the female population.

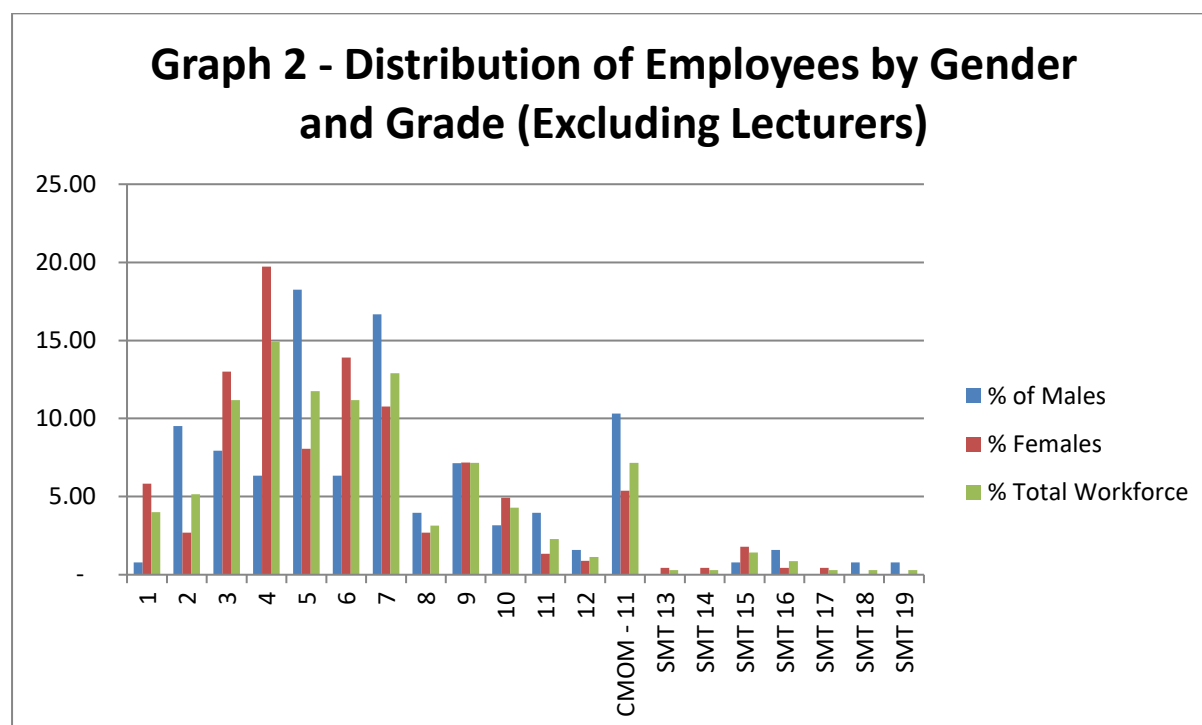


- 2.4 Table 2 illustrates the composition of the workforce if Lecturers are excluded. If this grade is excluded then the remaining workforce is 36.10% male and 63.90% female.
- 2.5 When Lecturers are excluded from the workforce composition the most populated grade for females is Grade 4, whereas for males it is Grade 5. Males and females are distributed throughout the grading structure and present in all grades with the exception of Grade 18 and 19 in which there are only two employees.

Report C APPENDIX 1

Table 2 - Workforce Composition by Grade and Gender - Excluding Lecturers							
Equal Work Group	Organisation	All Males			All Females		
	Total	Total	% of Group	% of All Males	Total	% of Group	% of All Females
1	14	1	7.14	0.79	13	92.86	5.83
2	18	12	66.67	9.52	6	33.33	2.69
3	39	10	25.64	7.94	29	74.36	13.00
4	52	8	15.38	6.35	44	84.62	19.73
5	41	23	56.10	18.25	18	43.90	8.07
6	39	8	20.51	6.35	31	79.49	13.90
7	45	21	46.67	16.67	24	53.33	10.76
8	11	5	45.45	3.97	6	54.55	2.69
9	25	9	36.00	7.14	16	64.00	7.17
10	15	4	26.67	3.17	11	73.33	4.93
11	8	5	62.50	3.97	3	37.50	1.35
12	4	2	50.00	1.59	2	50.00	0.90
CMOM - 11	25	13	52.00	10.32	12	48.00	5.38
13	1	0	-	-	1	100.00	0.45
14	1	0	-	-	1	100.00	0.45
15	5	1	20.00	0.79	4	80.00	1.79
16	3	2	66.67	1.59	1	33.33	0.45
17	1	0	-	-	1	100.00	0.45
18	1	1	100.00	0.79	0	-	-
19	1	1	100.00	0.79	0	-	-
Total	349	126	36.10	100.00	223	63.90	100.00

Report C APPENDIX 1



Report C APPENDIX 1

3. Pay Structure

- 3.1 In the following section we have reviewed the design of the current pay structure. There are three grading structures in operation that are shown in Table 3, 4, and 5.
- 3.2 It is important to review the design of the pay and grading structure to ensure that it complies with appropriate design principles. The main grading structure has been developed based on the application of a factor based analytical job evaluation scheme which provides an element of a defence in terms of potential equal value claims. Jobs that have been evaluated are placed into a grade based on the job evaluation score and are therefore considered as 'work rated equivalent'.
- 3.3 The design of the structure is compliant with a number of other recognised design principles. The maximum number of increments per grade is five points so it would potentially take an employee four years to progress to the grade maximum. The recognised maximum number of points per grade is six so the design of the main structure is compliant with best practice.

The Grade Span is calculated as follows;

Maximum Salary – Minimum Salary / Minimum Salary X 100.00%

Typically the grade span should be between 10.00% and 15.00% whereas it can be seen that the grade span ranges from 3.07% to 12.55%. The benefit of a lower grade span is that it is less likely that there will be significant differences in pay within each individual grade and that any differences are more likely to be as a result of the individual's position within the grade which will be linked to length of service. It is, however, noticeable that the grade span varies significantly across the grades and it much lower than the grade span in the Lecturer grades and Senior Management Team structures.

The more significant issue within the main grading structure is that there are two points where the salary levels of one grade overlap with the grade above. This occurs between Grade 5 and 6 and 8 and 9. This creates a situation whereby despite a job being evaluated at a higher level e.g. within Grade 6 that an employee at the bottom of Grade 6 will be paid less than an employee at the maximum of Grade 5. Whilst an employee at the maximum point of Grade 5 may be more experienced in their role it remains the case that a role evaluated at Grade 6 is considered more complex.

In respect of both points regarding the Grade Span and overlapping points it should be noted that the national job evaluation project will address these two issues. However, whilst these situations continue, there is a risk in terms of employees challenging pay. We have therefore identified the potential impact of the overlapping points at Grade 5 and 6 and Grade 8 and 9. The overlapping points are highlighted in Table 3.

Report C APPENDIX 1

Table 3 – Main Grading Structure

Grade	Minimum Point	Minimum Salary	Maximum Point	Maximum Salary	Grade Span	Number of Increments	Incremental Steps
1	8	16,290	9	16,790	3.07%	2	1
2	11	17,899	14	18,887	5.52%	4	3
3	14	18,887	17	20,044	6.13%	4	3
4	18	20,531	21	22,121	7.74%	4	3
5	22	22,662	26	24,940	10.05%	5	4
6	25	24,190	28	26,544	9.73%	4	3
7	29	27,558	33	31,017	12.55%	5	4
8	33	31,017	36	33,365	7.57%	4	3
9	35	32,543	38	35,315	8.52%	4	3
10	42	39,286	45	42,136	7.25%	4	3
11	46	43,127	49	46,198	7.12%	4	3
12	50	47,215	53	50,532	7.03%	4	3

- 3.4 There are 22 employees who are in Grade 5 that are currently paid on Point 26 which overlaps with Grade 6. This group is comprised of 13 male and 9 female employees and therefore affects both genders. The number of employees in Grade 6 that are paid on Point 25 and therefore below the maximum point of Grade 5; are 9 of which 8 are female.

There are 8 employees who are in Grade 8 that are currently paid on Point 36 which overlaps with Grade 9. This group is comprised of 2 male and 7 female employees and therefore affects both genders. The number of employees in Grade 9 that are paid on Point 35 and therefore below the maximum point of Grade 8; are 5 of which 4 are female.

- 3.5 Table 4 shows the Grading structure for Lecturers, Curriculum Managers and Operational Managers. As can be seen the number of increments in these grades is 6 which is the maximum that should be applied and as a result the Grade span is higher than Grades 1 to 12 in the main structure.

Table 4 – Lecturer and Curriculum and Operations Manager Grading Structure

Grade	Minimum Point	Minimum Salary	Maximum Point	Maximum Salary	Grade Span	Number of Increments	Incremental Steps
Lecturer	6	32,869	11	38,177	16.15%	6	5
CMOM	15	44,840	20	50,255	12.08%	6	5

- 3.6 The Senior Management Grading Structure as shown in Table 5 indicates that there are significant overlaps in potential pay levels between the grades. Whilst all jobs at these levels have also been evaluated the overlapping pay points can potentially cause equal pay risks.

Report C APPENDIX 1

Table 5 – Senior Management Grading Structure					
Grade	Minimum Salary	Maximum Salary	Grade Span	Number of Increments	Incremental Steps
13	49,010	57,659	17.65%	4	3
14	51,142	60,167	17.65%	4	3
15	57,800	68,000	17.65%	4	3
16	70,100	89,128	27.14%	6	5
17	76,947	97,878	27.20%	6	5
18	87,144	110,907	27.27%	6	5
19	106,154	135,198	27.36%	6	5

- 3.7 We have undertaken an analysis of employees by gender and basic pay within the Senior Management Grades. Although the grading structure includes significant overlaps in terms of potential pay rates, there are only two instances where this occurs in practice.

There is one female employee at SMT 14 and one female employee at SMT 13. The employee at SMT 14 is paid less than the employee at SMT 13. Although there is no female to male comparator this could be perceived as unfair based on the evaluation of the roles however this is a result of temporary project work and will resolve itself.

At SMT 17 there is one female employee who is paid less than a male employee at SMT 16. The salary paid at SMT 16 is outside the published pay range for SMT 16 due to an externally funded secondment which has subsequently ceased.

Summary and Recommendations

- 3.8 ***The main grading structure is based on appropriate design principles and has been derived from a factor based analytical job evaluation scheme.***

Although there are overlapping points between Grades 5 and 6 and 8 and 9, these are likely to be revised as part of national bargaining. However, this should be addressed within the College and the overlaps removed depending on the time it takes for national bargaining to address this issue.

The grade span within the Senior Management grades could be considered to be excessive and there are also significant overlaps between individual grades. Although in practice this is not a substantial issue, further consideration should be given to the pay ranges for this group to reduce the overlap as this can create an equal value risk.

Report C APPENDIX 1

4. Gender Pay Gap

- 4.1 The gender pay gap is expressed as a percentage of female earnings compared to male earnings. Where the percentage figure is expressed as a minus figure this indicates that females earn more than males.
- 4.2 The Equalities and Human Rights Commission have identified two thresholds that need to be taken into account when assessing the gender pay gap. Wherever there is a pay gap based on the following definitions, the reasons for the gap have been investigated;

‘Significant’ differences between the average basic pay or average total earnings of men and women performing equal work (any differences of 5.00% or more), or

Patterns of basic pay difference e.g. women consistently earning less than men on average for equal work at most, or all, grades or levels in the organisation (differences of 3.00% or more)

Wherever the gender pay gap is 5.00% or more we have investigated the potential reasons for the differences in pay. These points are highlighted in red in the following tables.

Basic Pay

- 4.3 Table 6 illustrates the gender pay gap for all employees based on basic pay only. As can be seen the overall gender pay gap is 7.93%. There are no individual grades with exception of SMT 16 where the gap exceeds either the 3.00% or 5.00% threshold advised by the Equalities and Human Rights Commission and this has since been resolved.
- 4.4 It should be noted that there are only three employees at SMT 16 including 2 males and 1 female. All employees in SMT 16 have continuous service greater than 10 years but the male employees are at the top of the grade having been in post longer than the female who has less service in post at this level.

It is also worth noting that one male employee at SMT 16 has left the college since the data set was provided and that this reduces the gender pay gap to 8.53%. This should also be taken into account when considering subsequent tables and the outcome within this grade. Although the pay gap would still be considered significant in that exceeds the 5.00% threshold this also demonstrates how individual salaries can affect the calculation of the pay gap.

Report C APPENDIX 1

Table 6 - Mean Gender Pay by Grade - Basic Pay – All Employees						
Equal Work Group	Males		Females		Gender Pay Gap	
	Total	Mean Basic Hourly Rate	Total	Mean Basic Hourly Rate	Difference (£)	Pay Gap (%)
1	1	9.23	13	9.23	-	-
2	12	10.38	6	10.32	0.06	0.58
3	10	10.93	29	10.82	0.11	1.01
4	8	11.96	44	11.96	-	-
5	23	13.43	18	13.33	0.10	0.74
6	8	14.26	31	14.15	0.11	0.77
7	21	16.55	24	16.41	0.14	0.85
8	5	17.92	6	18.20	-0.28	-1.56
9	9	18.87	16	18.65	0.22	1.17
10	4	22.89	11	22.49	0.40	1.75
11	5	25.16	3	25.38	-0.22	-0.87
12	2	26.53	2	26.55	-0.02	-0.08
Lecturer - 9	138	20.20	164	20.17	0.03	0.15
CMOM - 11	13	25.39	12	25.35	0.04	0.16
13	0		1	31.68	-31.68	-
14	0		1	28.10	-28.10	-
15	1	33.63	4	34.09	-0.46	-1.37
16	2	50.71	1	44.79	5.92	11.67
17	0		1	51.48	-51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	264	19.04	387	17.53	1.51	7.93

- 4.5 Table 7 provides the same analysis as Table 6 but is based on the median difference in pay between males and females. The median pay gap is 6.91%. As would be expected with a pay structure that is based on fixed incremental points and given that males and females are present in the majority of grades there is no median pay gap in any grade apart from SMT 16.
- 4.6 There is pay gap of 4.49% at Grade 10. There are 11 females within this grade of which 5 have 2 or less years' service and are therefore currently paid at a lower spine point within the grade due to service length in that grade of post which reduces the average hourly rate. The average length of service for male employees is 16.75 years compared to 10.64 years for females.

Report C APPENDIX 1

Table 7 - Median Gender Pay Gap by Grade - Basic Pay						
Equal Work Group	Males		Females		Gender Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
1	1	9.23	13	9.23	-	-
2	12	10.38	6	10.38	-	-
3	10	11.01	29	11.01	-	-
4	8	12.15	44	12.15	-	-
5	23	13.70	18	13.50	0.20	1.46
6	8	14.58	31	14.58	-	-
7	21	16.57	24	16.57	-	-
8	5	17.88	6	18.33	-0.45	-2.52
9	9	18.86	16	18.86	-	-
10	4	23.15	11	22.11	1.04	4.49
11	5	25.38	3	25.38	-	-
12	2	26.53	2	26.55	-0.02	-0.08
Lecturer - 9	138	20.98	164	20.98	-	-
CMOM - 11	13	25.46	12	25.46	-	-
13	0		1	31.68	-31.68	-
14	0		1	28.10	-28.10	-
15	1	33.63	4	33.63	-	-
16	2	50.71	1	44.79	5.92	11.67
17	0		1	51.48	-51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	264	19.40	387	18.06	1.34	6.91

Total Pay

4.7 We have also considered the gender pay gap based on Total Pay. This includes the following additional payments;

- Standby
- Shift
- Added Responsibility

Overtime payments are excluded from the calculation of the gender pay gap.

4.8 The gender pay gap for Total Pay is 8.41%. There are two grades where the difference exceeds 5.00%.

Report C APPENDIX 1

The gender pay gap at Grade 2 is 14.14% whereas based on Basic Pay only it was 0.58%. The reason for the difference in Total Pay is that there are 11 Facilities Assistants all of whom are male that receive Standby and Shift payments due to the nature of their role. The other roles within this grade are Cook, Gym Assistant and an Administration Assistant and it does not appear that these roles have the same working arrangements so the payments would not be applicable.

- 4.9 The reason for the increased difference in gender pay at SMT 16 is due to the payment of an Additional Responsibility payment to one male employee.

Table 8 - Gender Pay Gap - Total Pay Mean - All Employees						
Equal Work Group	Males		Females		Gender Pay Gap	
	Total	Mean Total Hourly Rate	Total	Mean Total Hourly Rate	Difference (£)	Pay Gap (%)
1	1	9.23	13	9.23	-	-
2	12	12.02	6	10.32	1.70	14.14
3	10	10.93	29	10.88	0.05	0.46
4	8	12.49	44	11.96	0.53	4.24
5	23	13.43	18	13.33	0.10	0.74
6	8	14.38	31	14.22	0.16	1.11
7	21	16.55	24	16.46	0.09	0.54
8	5	17.92	6	18.20	-0.28	-1.56
9	9	19.06	16	18.65	0.41	2.15
10	4	22.89	11	22.49	0.40	1.75
11	5	25.16	3	25.38	-0.22	-0.87
12	2	26.53	2	26.55	-0.02	-0.08
Lecturer - 9	138	20.20	164	20.17	0.03	0.15
CMOM - 11	13	25.39	12	25.35	0.04	0.16
13	0		1	31.68	-31.68	-
14	0		1	28.10	-28.10	-
15	1	33.63	4	34.09	-0.46	-1.37
16	2	52.71	1	44.79	7.92	15.03
17	0		1	51.48	-51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	264	19.15	387	17.54	1.61	8.41

- 4.10 Table 9 provides the same analysis but is based on the median payment. The only grades where the difference is greater than 5.00% is the same as when considering Basic Pay only and therefore does not require any further investigation. The reason for the difference at Grade 10 is due to the different incremental point of males and females within this grade and is due to length of service as outlined in Para. 4.6

Report C APPENDIX 1

Table 9 - Gender Pay Gap - Total Pay Median - All Employees						
Equal Work Group	Males		Females		Gender Pay Gap	
	Total	Median Total Hourly Rate	Total	Median Total Hourly Rate	Difference (£)	Pay Gap (%)
1	1	9.23	13	9.23	-	-
2	12	12.24	6	10.38	1.86	15.20
3	10	11.01	29	11.01	-	-
4	8	12.15	44	12.15	-	-
5	23	13.70	18	13.50	0.20	1.46
6	8	14.58	31	14.58	-	-
7	21	16.57	24	16.57	-	-
8	5	17.88	6	18.33	-0.45	-2.52
9	9	18.86	16	18.86	-	-
10	4	23.15	11	22.11	1.04	4.49
11	5	25.38	3	25.38	-	-
12	2	26.53	2	26.55	-0.02	-0.08
Lecturer - 9	138	20.98	164	20.98	-	-
CMOM - 11	13	25.46	12	25.46	-	-
13	0		1	31.68	-31.68	-
14	0		1	28.10	-28.10	-
15	1	33.63	4	33.63	-	-
16	2	52.71	1	44.79	7.92	15.03
17	0		1	51.48	-51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	264	19.77	387	18.06	1.71	8.65

Full and Part Time Employment

- 4.11 We have undertaken an analysis based on comparing Part Time and Full Time employment irrespective of gender. Typically it is more likely that part time employment is undertaken by female employees and more likely to be concentrated in the lower grades.
- 4.12 The composition of the workforce based on gender and Full and Part Time working is shown in Table 10. Based on the total workforce 60.37% are full time consisting of 74.24% of the male workforce and 50.90% of the female workforce. Based on the total workforce 39.63% are part time consisting of 25.76% of the male workforce and 49.10% of the female workforce. Table 11 also indicates the grading profile of full and part time employments and as can be seen with the exception of Lecturer – 9, part time working is concentrated in the lower grades and amongst female employees.



Report C APPENDIX 1

Table 10 – Composition of the Workforce based on Gender and Full and Part Time Working									
Equal Work Group	Organisation	Males				Females			
	Total	Full Time	% of Gender	Part Time	% of Gender	Full Time	% of Gender	Part Time	% of Gender
1	14	0	-	1	0.38	0	-	13	3.36
2	18	11	4.17	1	0.38	1	0.26	5	1.29
3	39	3	1.14	7	2.65	10	2.58	19	4.91
4	52	6	2.27	2	0.76	31	8.01	13	3.36
5	41	20	7.58	3	1.14	14	3.62	4	1.03
6	39	6	2.27	2	0.76	22	5.68	9	2.33
7	45	17	6.44	4	1.52	11	2.84	13	3.36
8	11	5	1.89	0	-	6	1.55	0	-
9	25	8	3.03	1	0.38	10	2.58	6	1.55
10	15	4	1.52	0	-	10	2.58	1	0.26
11	8	5	1.89	0	-	3	0.78	0	-
12	4	2	0.76	0	-	2	0.52	0	-
Lecturer - 9	302	93	35.23	45	17.05	59	15.25	105	27.13
CMOM - 11	25	12	4.55	1	0.38	11	2.84	1	0.26
13	1	0	-	0	-	1	0.26	0	-
14	1	0	-	0	-	0	-	1	0.26
15	5	1	0.38	0	-	4	1.03	0	-
16	3	1	0.38	1	0.38	1	0.26	0	-
17	1	0	-	0	-	1	0.26	0	-
18	1	1	0.38	0	-	0	-	0	-
19	1	1	0.38	0	-	0	-	0	-



Report C APPENDIX 1

Total	651	196	74.24	68	25.76	197	50.90	190	49.10
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Report C APPENDIX 1

- 4.13 If we compare part time appointments to full time appointments irrespective of gender the pay gap is 8.37%. There are no individual grades where the pay gap exceeds 5.00% apart from at SMT 16; which is consistent with the pay gap using other measures at this grade and favours female appointments.

There are no concerns when comparing part time and full time employment and therefore no further investigation is required.

Table 11 - Full Time Part Time - Mean Pay by Grade - Basic Pay						
Equal Work Group	Full Time		Part Time		Pay Gap	
	Total	Mean Basic Hourly Rate	Total	Mean Basic Hourly Rate	Difference (£)	Pay Gap (%)
2	12	10.35	6	10.38	-0.03	-0.29
3	13	10.93	26	10.80	0.13	1.19
4	37	11.95	15	11.99	-0.04	-0.33
5	34	13.38	7	13.40	-0.02	-0.15
6	28	14.30	11	13.84	0.46	3.22
7	28	16.57	17	16.32	0.25	1.51
8	11	18.07	0		18.07	-
9	18	18.78	7	18.59	0.19	1.01
10	14	22.59	1	22.64	-0.05	-0.22
11	8	25.24	0		25.24	-
12	4	26.54	0		26.54	-
Lecturer - 9	152	20.52	150	19.84	0.68	3.31
CMOM - 11	23	25.37	2	25.46	-0.09	-0.35
13	1	31.68	0		31.68	-
14	0		1	28.10	-28.10	-
15	5	34.00	0		34.00	-
16	2	46.88	1	52.44	-5.56	-11.86
17	1	51.48	0		51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	393	18.76	258	17.19	1.57	8.37

- 4.14 Table 12 provides the same analysis based on median basic pay. The pay gap is 4.24% and there are no individual grades where the gap exceeds 5.00% with the exception of SMT 16. As with other instances at this grade it should be noted that there are only three employees within SMT 16 so individual salaries affect the outcomes.

There is also a pay gap at Grade 6 of 8.85% which is caused by the distribution of part time and full time appointments across the grade. Within the full time workforce there are three appointments at points 25, 26 and 27 and 19 appointments at point 28. The part time workforce is predominantly paid at point 25 and the median point is therefore lower for this group compared to full time appointments. The average length of service for part timers is

Report C APPENDIX 1

5.00 years compared to 11.39 years for full timers. Within the part time group four appointments have less than one years' service and this affects the median point for the group as a whole.

Table 12 - Full Time versus Part Time - Median Pay Gap by Grade – Basic Pay						
Equal Work Group	All Full Time		All Part Time		Pay Gap	
	Total	Average Median Hourly Rate	Total	Average Median Hourly Rate	Difference (£)	Pay Gap (%)
1	0		14	9.23	-9.23	-
2	12	10.38	6	10.38	-	-
3	13	11.01	26	11.01	-	-
4	37	12.15	15	12.15	-	-
5	34	13.7	7	13.29	0.41	2.99
6	28	14.58	11	13.29	1.29	8.85
7	28	16.57	17	16.57	-	-
8	11	18.33	0		18.33	-
9	18	18.86	7	18.86	-	-
10	14	22.37	1	22.64	-0.27	-1.21
11	8	25.38	0		25.38	-
12	4	26.53	0		26.53	-
Lecturer - 9	152	20.98	150	20.65	0.33	1.57
CMOM - 11	23	25.46	2	25.46	-	-
13	1	31.68	0		31.68	-
14	0		1	28.1	-28.10	-
15	5	33.63	0		33.63	-
16	2	46.88	1	52.44	-5.56	-11.86
17	1	51.48	0		51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	393	18.86	258	18.06	0.80	4.24

- 4.15 Tables 13 and 14 provide the same analysis for full and part time working based on total pay. As can be seen under Table 13, the pay gap is 8.55% which is caused by Standby and Shift payments to Facilities Assistants who are predominantly full time; the same payments are also made to part time appointments.
- 4.16 The overall median pay gap based on total pay is the same as that for basic pay and is 4.24%. The reason for this is that there are very few appointments that receive additional pay so the median pay point is not affected.

Report C APPENDIX 1

Table 13 - Full Time versus Part Time - Mean Pay Gap by Grade - Total Pay						
Equal Work Group	All Full Time		All Part Time		Pay Gap	
	Total	Average Total Hourly Rate	Total	Average Total Hourly Rate	Difference (£)	Pay Gap (%)
1	0		14	9.23	-9.23	
2	12	11.83	6	10.69	1.14	9.64
3	13	11.07	26	10.8	0.27	2.44
4	37	12.06	15	11.99	0.07	0.58
5	34	13.38	7	13.4	-0.02	-0.15
6	28	14.42	11	13.84	0.58	4.02
7	28	16.61	17	16.32	0.29	1.75
8	11	18.07	0		18.07	
9	18	18.88	7	18.59	0.29	1.54
10	14	22.59	1	22.64	-0.05	-0.22
11	8	25.24	0		25.24	
12	4	26.54	0		26.54	
Lecturer - 9	152	20.52	150	19.84	0.68	3.31
CMOM - 11	23	25.37	2	25.46	-0.09	-0.35
13	1	31.68	0		31.68	
14	0		1	28.1	-28.10	
15	5	34	0		34.00	
16	2	46.88	1	56.44	-9.56	-20.39
17	1	51.48	0		51.48	
18	1	60.94	0		60.94	
19	1	72.69	0		72.69	
Total	393	18.83	258	17.22	1.61	8.55

Report C APPENDIX 1

Table 14 - Full Time versus Part Time - Median Pay Gap by Grade - Total Pay						
Equal Work Group	All Full Time		All Part Time		Pay Difference	
	Total	Median Total Hourly Rate	Total	Median Total Hourly Rate	Difference (£)	Pay Gap (%)
1	0		14	9.23	- 9.23	-
2	12	12.03	6	10.38	1.65	13.72
3	13	11.01	26	11.01	-	-
4	37	12.15	15	12.15	-	-
5	34	13.7	7	13.29	0.41	2.99
6	28	14.58	11	13.29	1.29	8.85
7	28	16.57	17	16.57	-	-
8	11	18.33	0		18.33	-
9	18	18.86	7	18.86	-	-
10	14	22.37	1	22.64	-0.27	-1.21
11	8	25.38	0		25.38	-
12	4	26.53	0		26.53	100.00
Lecturer - 9	152	20.98	150	20.65	0.33	1.57
CMOM - 11	23	25.46	2	25.46	-	-
13	1	31.68	0		31.68	-
14	0		1	28.1	-28.10	-
15	5	33.63	0		33.63	-
16	2	46.88	1	56.44	-9.56	-20.39
17	1	51.48	0		51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Overall	393	18.86	258	18.06	0.80	4.24

Starting Pay

- 4.17 We have also considered if there are any differences in starting pay that may contribute to the gender pay gap. The following analysis is based on all new starters into the College from October 2017 to September 2018. Table 15 indicates that the majority of employees start at the published grade minimum but that it is more likely that females start at the minimum point.

Table 15 – New Starters by Minimum Point						
Starting Point	Males	% of Males	Females	% of Females	Total	% of Total
Minimum Point	9	47.37	37	75.51	46	67.65
Above Minimum Point	10	52.63	12	24.49	22	32.35
Total	19	100.00	49	100.00	68	100.00



Report C APPENDIX 1

- 4.18 Table 16 provides a more detailed breakdown of starting points by grade. As can be seen it is more likely that employees in the lower grades will start at the minimum point of the grade and that this affects more female than male employees. It is more likely that employees at the higher grades, notably Lecturers will start above the grade minimum. Within the Lecturer grade 50.00% of male new starters were appointed above the grade minimum (unless they have received a subsequent increment) compared to 35.29% of females within this grade.
- 4.19 Table 17 illustrates the gender pay gap by grade. It should be noted that the overall pay gap for new starters (6.21%) is misleading as it is affected by the grading profile of new starters. The only significant difference in terms of gender pay is at Grade 4 which is caused by the one male new starter being appointed at point 21 whereas 83.33% of female new starts were appointed at the minimum point of the grade.

Report C APPENDIX 1

Table 16 – New Starters by Grade and Minimum Point				
Equal Work Group	Spine Point	Males	Female	Organisation
		Total	Total	Total
3 - Min Point	14	1	7	8
3	15	0	1	1
Grade Total		1	8	9
4 - Min Point	18	0	5	5
4	19	0	1	1
4	21	1	0	1
Grade Total		1	6	7
5 - Min Point	22	1	1	2
Grade Total		1	1	2
6 - Min Point	25	1	5	6
Grade Total		1	5	6
7 - Min Point	29	0	4	4
7	30	1	0	1
Grade Total		1	4	5
8	34	0	1	1
Grade Total		0	1	1
9 - Min Point	35	0	3	3
9	36	1	0	1
9	37	1	0	1
Grade Total		2	3	5
10	43	0	3	3
Grade Total		0	3	3
12 - Min Point	50	0	1	1
Grade Total		0	1	1
Lecturer - 9 - Min Point	6	6	11	17
Lecturer - 9	7	5	0	5
Lecturer - 9	8	0	1	1
Lecturer - 9	9	1	2	3
Lecturer - 9	11	0	3	3
Grade Total		12	17	29
Total		19	49	68

Report C APPENDIX 1

Table 17 – Gender Pay Gap Mean – Basic Pay New Starters						
Equal Work Group	Males		Females		Pay Gap	
	Total	Average Basic Hourly Rate	Total	Average Basic Hourly Rate	Difference (£)	Pay Gap (%)
3	1	10.38	8	10.4	-0.02	-0.19
4	1	12.15	6	11.33	0.82	6.75
5	1	12.45	1	12.45	0	-
6	1	13.29	5	13.29	0	-
7	1	15.62	4	15.14	0.48	3.07
8	0		1	17.53	-17.53	-
9	2	18.59	3	17.88	0.71	3.82
10	0		3	22.11	-22.11	-
12	0		1	25.94	-25.94	-
Lecturer - 9	12	18.36	17	19.03	-0.67	-3.65
Total	19	16.92	49	15.87	1.05	6.21

*Summary and Recommendations***4.20** *The key outcomes are as follows:**Mean Gender Pay Gap – Basic Pay = 7.93%**Median Gender Pay Gap – Basic Pay = 6.91%**Mean Gender Pay Gap – Total Pay = 8.41%**Median Gender Pay Gap – Total Pay = 8.65%**Full Time Part Time Mean – Basic Pay = 8.37%**Full Time Part Time Median – Basic Pay = 4.24%**Full Time Part Time Mean – Total Pay = 8.55%**Full Time Part Time Median – Total Pay = 4.24%*

There are very few instances where there is a gender pay gap that exceeds 5.00%. Where this does occur it is typically due to workforce composition, the distribution of male and females throughout the spine points in the grade, resultant from length of service and time in post.

In terms of starting pay 67.65% of new starters are appointed on the minimum point of the grade. However, it is more likely that females are appointed at the grade minimum (75.41%) compared to males (47.37%). It is also noticeable that it is more likely that appointments at the lower grades will be at the grade minimum compared to the higher grades.

Report C APPENDIX 1

The reasons for differences in starting pay either between grades or gender should be justifiable and regularly monitored.

5. Allowances

- 5.1 As has been stated the calculation of the gender pay gap takes account additional payments but excludes overtime payments. The difference in the gender pay gap based on total pay compared to basic pay is minimal indicating that additional pay is not a significant part of the overall pay bill or an employee's remuneration.
- 5.2 Based on monthly expenditure in September 2018 the annual equivalent cost of additional allowances is shown in Table 18 by gender. The total extrapolated cost would be £90,146 per annum which is less than the figure in the 2016 audit which was £105,276.

Table 18 – Additional Pay by Gender – Notional Annual Cost							
Gender	Standby	Additional Responsibility	Overtime 1.5	Overtime 2.0	Additional Hours	Shift	Total Allowances
Female	5,538	3,500	1,791	412	10,581	-	21,822
Male	10,028	10,503	1,050	1,009	10,726	35,278	68,594
Total	15,566	14,003	2,841	1,421	21,307	35,278	90,416

Standby

- 5.3 Standby payments are primarily made to the role of Facilities Assistant which is currently all male. There are other Standby payments in place that are made to females so there is no suggestion that the payment is gender specific but determined by the requirements of the role. The Standby payment contributes to the gender pay gap at Grade 2 but is an appropriate payment reflecting working arrangements.
- 5.4 The average monthly value of the standby payment is shown in Table 19.

Table 19 – Standby Payments – Average Monthly Payment					
Male		Female		Organisation	
Total	Average Value	Total	Average Value	Total	Overall Average
10	84	3	154	13	100

Shift Pay

- 5.5 The Facilities Team receive a Shift Payment in addition to Standby and Overtime. This group as shown in Table 20 is entirely male and therefore this has an impact on the gender pay gap. There is no suggestion that this payment is being denied to female employees but this illustrates how occupational segregation can impact on the gender pay gap; it is more likely that males will undertake this type of role due to the working arrangements which females are less likely to undertake due to other caring responsibilities.

Table 20 – Roles in Receipt of Shift Payment			
Job Title	Males	Females	Organisation
Facilities Assistant or Facilities Team Leader	13	0	13



Report C APPENDIX 1

5.6 The average monthly value of the shift payment is £226.

Additional Responsibility

5.7 There are currently five employees in receipt of an additional responsibility payment including 3 males and 2 females. The average value of the payment is shown in Table 21 and reflects the level at which the individual is working.

Table 21 – Additional Responsibility – Average Monthly Payment					
Male		Female		Organisation	
Total	Average Value	Total	Average Value	Total	Overall Average
3	292	2	146	5	233

5.8 Although it is clear that both male and female employees are in receipt of this payment, it is recommended that the duration of the payment and the method of determining the value are monitored.



Report C APPENDIX 1

Summary and Recommendations

- 5.9** *Allowance and additional payments are not a significant aspect of the overall pay arrangements and would only cost £90,416 in a full year based on September payroll. This includes overtime and Additional Hours that are not taken into account in terms of calculating the gender pay gap.*

The main allowances are Shift and Standby and are applied based on the requirements of the job e.g. Facilities Assistant at Grade 2. This role is traditionally a male role and the use of these allowances does therefore increase the pay gap between males and females when based on total pay.

The use of Additional Responsibility payments is very limited and there are both male and female recipients. The use of this allowance should be monitored in terms of the reason it has been applied, how the value is calculated and the duration of the payment.

Report C APPENDIX 1**6. Protected Characteristics**

6.1 As part of the further analysis we have also considered the following characteristics in respect of differences in pay;

- Age
- Disability
- Ethnicity

Age

6.2 The age profile of the workforce is shown in Table 22 and as can be seen the peak of the male workforce is aged 55-64 whereas the female workforce peaks within bands 35-44 and 45-54.

Table 22 – Age Profile							
Age Range	Organisation	All Males			All Females		
	Total	Total	% of Group	% of All Males	Total	% of Group	% of All Females
16-24	10	2	20.00	0.76	8	80.00	2.07
25-34	85	41	48.24	15.53	44	51.76	11.37
35-44	162	42	25.93	15.91	120	74.07	31.01
45-54	189	69	36.51	26.14	120	63.49	31.01
55-64	180	90	50.00	34.09	90	50.00	23.26
65+	25	20	80.00	7.58	5	20.00	1.29
Total	651	264	40.55	100.00	387	59.45	100.00

6.3 Table 23 shows the gender pay gap based on median basic pay (Table 23a shows median Total Pay).

The pattern of the gender pay gap based on age is typical of the picture for the economy as a whole. The age related gender pay gap is much lower at the lower end of the age ranges and then increases from age 35-44. This tends to be due to females having more caring responsibilities and being more likely to take on part time roles at a lower level within the organisation.

Report C APPENDIX 1

Table 23 - Gender Pay Gap by Age Range - Basic Median - All Employees						
Age Range	Males		Females		Gender Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
16-24	2	11.01	8	10.83	0.18	1.63
25-34	41	18.06	44	17.97	0.09	0.50
35-44	42	20.98	120	18.86	2.12	10.10
45-54	69	20.14	120	18.20	1.94	9.63
55-64	90	20.98	90	17.04	3.94	18.78
65+	20	20.98	5	20.98	-	-
Total	264	19.40	387	18.06	1.34	6.91

Table 23a -Gender Pay Gap by Age Range - Total Median - All Employees						
Age Range	All Males		All Females		Pay Gap	
	Total	Average Total Median Hourly Rate	Total	Average Total Median Hourly Rate	Difference (£)	Pay Gap (%)
16-24	2	11.01	8	10.83	0.18	1.67
25-34	41	18.06	44	17.97	0.09	0.5
35-44	42	20.98	120	18.86	2.12	10.11
45-54	69	20.14	120	18.2	1.95	9.67
55-64	90	20.98	90	17.04	3.93	18.75
65+	20	20.98	5	20.98	0	0
Total	264	19.77	387	18.06	1.71	8.65

Report C APPENDIX 1

- 6.4 The age related gender pay gap is greatest within the 55 to 64 age range. The number of male and female employees within this range is 90; yet there is an age related gender pay gap of 18.78%.
- 6.5 The grading profile of the age group 55 to 64 is shown in Table 24. There are a number of key points that emerge from this table including;
- All employees at Grade 1 within the age range are female
 - The percentage of males that are Lecturers within this age range is 53.33% compared to 38.89% of females
 - 52.24% of the female workforce within this age range in grades 1 to 7 compared to 33.33% of the male workforce

Table 24 – Grading Profile by Gender of Age Range 55 to 64							
Equal Work Group	Organisation	All Males			All Females		
	Total	Total	% of Grade	% of All Males	Total	% of Grade	% of All Females
1	8	0	-	-	8	100.00	8.89
2	10	9	90.00	10.00	1	10.00	1.11
3	7	1	14.29	1.11	6	85.71	6.67
4	15	1	6.67	1.11	14	93.33	15.56
5	12	7	58.33	7.78	5	41.67	5.56
6	7	2	28.57	2.22	5	71.43	5.56
7	18	10	55.56	11.11	8	44.44	8.89
8	2	2	100.00	2.22	0	-	-
10	3	1	33.33	1.11	2	66.67	2.22
11	2	1	50.00	1.11	1	50.00	1.11
CMOM - 11	7	5	71.43	5.56	2	28.57	2.22
Lecturer - 9	83	48	57.83	53.33	35	42.17	38.89
15	2	0	-	-	2	100.00	2.22
16	2	1	50.00	1.11	1	50.00	1.11
18	1	1	100.00	1.11	0	-	-
19	1	1	100.00	1.11	0	-	-
Total	180	90	50.00	100.00	90	50.00	100.00

Report C APPENDIX 1**Disability**

- 6.6 The Disability Pay Gap has been measured based on a comparison of those with a stated disability compared to those without.
- 6.7 Table 25 shows the percentage of the workforce by gender that have a stated disability. 16.12% of the total workforce has a stated disability.

Table 25 – Disability Profile by Gender							
Disability Group	Organisation	All Males			All Females		
	Total	Total	% of Group	% of All Males	Total	% of Group	% of All Females
No	546	221	40.48	83.71	325	59.52	83.98
Yes	105	43	40.95	16.29	62	59.05	16.02
Total	651	264	40.55	100.00	387	59.45	100.00

- 6.8 The disability pay gap compares those with a disability to those without. As can be seen from Table 26, the overall disability pay gap is -5.61% meaning that the median average hourly rate is higher for those with a disability compared to those without. There are no grades with the exception of SMT 15 where there is a significant pay gap. The number of employees at this grade totals five, of which one has a disability and the outcome is therefore statistically unreliable as it is based on low numbers of employees.
- 6.9 We have also considered the pay gap based on median total earnings but this has no effect on the overall pay gap of -5.61%.
- 6.10 Whilst there are no issues in terms of the disability pay gap it is noticeable that the number of people with a stated disability at the higher grades is very low.

Report C APPENDIX 1

Table 26 - Disability Pay Gap – Basic Pay Median						
Equal Work Group	Not Disabled		All Disabled		Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
1	13	9.23	1	9.23	-	-
2	17	10.38	1	10.38	-	-
3	32	11.01	7	11.01	-	-
4	40	12.15	12	12.15	-	-
5	35	13.7	6	13.5	0.20	1.46
6	31	14.58	8	14.58	-	-
7	40	16.57	5	16.57	-	-
8	9	18.33	2	17.93	0.40	2.18
9	21	18.86	4	19.13	-0.27	-1.43
10	15	22.64	0		22.64	-
11	6	25.38	2	25.1	0.28	1.10
12	4	26.53	0		26.53	-
Lecturer - 9	251	20.98	51	20.98	-	-
CMOM - 11	20	25.46	5	25.46	-	-
13	1	31.68	0		31.68	-
14	1	28.1	0		28.10	-
15	4	33.63	1	35.49	-1.86	-5.53
16	3	48.97	0		48.97	-
17	1	51.48	0		51.48	-
18	1	60.94	0		60.94	-
19	1	72.69	0		72.69	-
Total	546	18.37	105	19.4	-1.03	-5.61

Report C APPENDIX 1

Ethnicity

- 6.11 Table 27 shows the composition of the workforce based on the classifications used by the College. The workforce is predominantly Scottish which account for 83.87% of the workforce compared to 12.59% who is from any other ethnic group; 3.53% of the workforce has not provided this data.

Table 27 – Ethnic Composition of the Workforce							
Ethnicity	Organisation	All Males			All Females		
	Total	Total	% of Ethnic Group	% of All Males	Total	% of Ethnic Group	% of All Females
10 Scottish	546	219	40.11	82.95	327	59.89	84.50
11 English	25	14	56.00	5.30	11	44.00	2.84
12 Welsh	1	0	-	-	1	100.00	0.26
13 Irish	2	0	-	-	2	100.00	0.52
14 Other White	16	3	18.75	1.14	13	81.25	3.36
15 Mixed	1	0	-	-	1	100.00	0.26
16 Indian	2	0	-	-	2	100.00	0.52
17 Pakistani	2	0	-	-	2	100.00	0.52
19 Chinese	1	1	100.00	0.38	0	-	-
22 African	1	0	-	-	1	100.00	0.26
24 - Any other background	2	1	50.00	0.38	1	50.00	0.26
30 Northern Irish	6	1	16.67	0.38	5	83.33	1.29
31 British	18	13	72.22	4.92	5	27.78	1.29
33 Polish	2	1	50.00	0.38	1	50.00	0.26
34 Arab	3	3	100.00	1.14	0	-	-
98 Information Refused	23	8	34.78	3.03	15	65.22	3.88
Total	651	264	40.55	100.00	387	59.45	100.00

- 6.12 The Ethnicity Pay Gap is shown in Table 28 and the overall figure is -1.63%. There are significant differences at Grades 5 and 9. The reason for the differences is due to the distribution of employees within the grade.

At Grade 5 there are 37 Scottish employees of which 21 are at point 26 whereas of the 4 employee's from other ethnic groups 3 are at point 23. The average length of service of the Scottish employees is 11.54 years and 5.50 years for the other ethnic groups.

Report C APPENDIX 1

Table 28 – Ethnicity Pay Gap – Median Basic Pay						
Equal Work Group	Scottish		All Other Ethnic Groups		Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
1	14	9.23	0		9.23	-
2	15	10.38	1	10.38	-	-
3	33	11.01	4	10.7	0.31	2.82
4	43	12.15	8	12.15	-	-
5	37	13.7	4	12.79	0.91	6.64
6	33	14.58	3	14.58	-	-
7	40	16.57	4	16.57	-	-
8	8	18.11	3	18.33	-0.22	-1.21
9	22	18.86	3	17.88	0.98	5.20
10	13	22.11	2	22.9	-0.79	-3.57
11	7	25.38	1	25.38	-	-
12	3	26.53	1	25.94	0.59	2.22
Lecturer - 9	243	20.98	47	20.65	0.33	1.57
CMOM - 11	23	25.46	1	25.46	-	-
13	1	31.68	0		31.68	-
14	1	28.1	0		28.10	-
15	5	33.63	0		33.63	-
16	3	48.97	0		48.97	-
17	1	51.48	0		51.48	-
19	1	72.69	0		72.69	-
Total	546	18.37	82	18.67	-0.30	-1.63

6.13 Summary and Recommendations

Age

The pattern of the gender pay gap based on age ranges is typical of that seen in the economy as whole. The pay gap at the lower age ranges is very narrow and increases to the age ranges 35 to 44 and 55 to 64.

There is a noticeable difference in the grading profile of males and females within the age range 55 to 64. Although there is the same number of males and females the difference in the grading profile creates the overall age related gender pay gap within this group.

Further analysis should be undertaken for the reasons for this and to establish of existing policies around part time and flexible working are enabling women to work at higher level roles

Disability



Report C APPENDIX 1

The Disability Pay Gap is -5.61% based on mean total earnings. There are no individual grades where the pay gap is excessive with the exception of SMT 15.

It should be noted that the amount of data available is more extensive than in most organisations and this should enable further analysis to be undertaken to identify if there are any reasons why there are few employees in the higher grades with a stated disability.

Ethnicity

The Ethnicity Pay Gap is -1.63% based on mean total earnings

It should be noted that the amount of data available is more extensive than in most organisations and this should enable further analysis to be undertaken to identify if there are any reasons why there are few employees in the higher grades from other ethnic groups.

Disability and Ethnicity

Progression employees from these groups should be monitored to identify any potential discrimination that prevents future progression.



Report C APPENDIX 1

7. Conclusions and Recommendations

Since the last report in 2016 there have been a number of improvements in the overall outcomes.

Gender Pay Gap

The overall gender pay gap based on total pay excluding overtime has reduced from 9.34% in 2016 to 8.41% in 2018; this is based on mean total hourly pay.

As in 2016 there are only two grades where the gender pay gap exceeds 5.00%. These are Grade 2 and SMT16. The reasons for the differences are the same as in 2016. At Grade 2, the cause of the pay gap is due to the payment of Standby and Shift Payments to the Facilities Assistants who are all male. The reason for the difference at SMT 16 is due to an additional responsibility payment to a male employee who has since left the College.

Protected Characteristics

There has been an improvement in the availability of data in relation to both Disability and Ethnic Origin. This is important as it enables more accurate reporting of the pay gap based on these characteristics.

Information on disability is available for all employees. In the previous report in 2016, the calculation of the Disability Pay Gap was based on 556 records whereas it can now be based on all employees.

Information on Ethnicity is now available for 628 or 96.47% of the workforce compared to 501 or 79.15% of the workforce in 2016.

Pay and Grading Structures

The main grading structure is based on appropriate design principles and has been derived from a factor based analytical job evaluation scheme.

Although there are overlapping points between Grades 5 and 6 and 8 and 9, these are likely to be revised as part of national bargaining. However, this should be addressed within the College and the overlaps removed depending on the time it takes for national bargaining to address this issue.

The grade span within the Senior Management grades could be considered to be excessive and there are also significant overlaps between individual grades. Although in practice this is not a substantial issue, further consideration should be given to the pay ranges for this group to reduce the overlap as this can create an equal value risk.

Gender Pay Gap

The key outcomes are as follows:

Mean Gender Pay Gap – Basic Pay = 7.93%

Median Gender Pay Gap – Basic Pay = 6.91%

Report C APPENDIX 1

Mean Gender Pay Gap – Total Pay = 8.41%

Median Gender Pay Gap – Total Pay = 8.65%

Full Time Part Time Mean – Basic Pay = 8.37%

Full Time Part Time Median – Basic Pay = 4.24%

Full Time Part Time Mean – Total Pay = 8.55%

Full Time Part Time Median – Total Pay = 4.24%

There are very few instances where there is a gender pay gap that exceeds 5.00%. Where this does occur it is typically due to workforce composition, the distribution of male and females throughout the spine points in the grade, resultant from length of service and time in post.

In terms of starting pay 67.65% of new starters are appointed on the minimum point of the grade. However, it is more likely that females are appointed at the grade minimum (75.41%) compared to males (47.37%). It is also noticeable that it is more likely that appointments at the lower grades will be at the grade minimum compared to the higher grades.

The reasons for differences in starting pay either between grades or gender should be justifiable and regularly monitored.

Allowances

Allowance and additional payments are not a significant aspect of the overall pay arrangements and would only cost £90,416 in a full year based on September payroll. This includes overtime and Additional Hours that are not taken into account in terms of calculating the gender pay gap.

The main allowances are Shift and Standby and are applied based on the requirements of the job e.g. Facilities Assistant at Grade 2. This role is traditionally a male role and the use of these allowances does therefore increase the pay gap between males and females when based on total pay.

The use of Additional Responsibility payments is very limited and there are both male and female recipients. The use of this allowance should be monitored in terms of the reason it has been applied, how the value is calculated and the duration of the payment.

Protected Characteristics

Age

The pattern of the gender pay gap based on age ranges is typical of that seen in the economy as whole. The pay gap at the lower age ranges is very narrow and increases to the age ranges 35 to 44 and 55 to 64.

There is a noticeable difference in the grading profile of males and females within the age range 55 to 64. Although there is the same number of males and females the difference in the grading profile creates the overall age related gender pay gap within this group.



Report C APPENDIX 1

Further analysis should be undertaken for the reasons for this and to establish of existing policies around part time and flexible working are enabling women to work at higher level roles



Report C APPENDIX 1

Disability

The Disability Pay Gap is -5.61% based on mean total earnings. There are no individual grades where the pay gap is excessive with the exception of 15.

It should be noted that the amount of data available is more extensive than in most organisations and this should enable further analysis to be undertaken to identify if there are any reasons why there are few employees in the higher grades with a stated disability.

Ethnicity

The Ethnicity Pay Gap is -1.63% based on mean total earnings. Although there are significant pay gaps at Grades 5 and 9, this is due to the distribution of employees within the grade and current spine points.

It should be noted that the amount of data available is more extensive than in most organisations and this should enable further analysis to be undertaken to identify if there are any reasons why there are few employees in the higher grades from other ethnic groups.

Disability and Ethnicity

Progression employees from these groups should be monitored to identify any potential discrimination that prevents future progression.