

Equal Pay Audit 2017

2017	Combined Gap	Full Time Gap	Part Time Gap
All employees	+7.2%	-13.9%	+23.8%
Non-Teaching employees	+12.8%	-8.8%	+23.2%
Teaching employees	+4.8%	+4.3%	+8.6%
SJC employees	+13.6%	-8.2%	+23.6%

1. Context

1.1 The main provisions of the Equality Act came into force on 1 October 2010. The Act brings together the previous strands of equality and discrimination legislation and aims to simplify and strengthen the law.

1.2 The Act also introduces a general duty on public bodies to give due regard in all their work to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act.
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

In addition, specific duties introduced in Scotland in 2012 by Regulations require the Council to publish information on the Council's equal pay gap.

1.3 Guidance on meeting the requirements of the various duties is provided by the Equalities and Human Rights Commission (EHRC) and supported by *Close the Gap*. *Close the Gap* is an organisation, funded by the Scottish Government, working in partnership with the EHRC and the Scottish Trades Union Congress to guide and assist employers. All pay gap calculations are based on their guidance.

1.4 An organisation's gender pay gap is the difference between the average male and female pay rates. It is calculated by dividing the average female hourly pay rate by the average male hourly pay rate. The full time gender pay gap is

the gap between the average hourly pay rate of female employees who work full time and male employees who work full time. The part time gender pay gap is the gap between the average hourly pay rate of female employees who work part time and male employees who work full time.

- 1.5 The Council is required to publish the gender pay gap between male and female employees. It is also required to publish this data separately on employees in Education (Teaching employees) The EHRC and *Close the Gap* also strongly advise publishing separate full time and part time gender pay gaps. It is considered that any pay gap of 5% or more is considered significant and in need on further analysis.

2. Gender Pay Gap

- 2.1 The 2015 Equal Pay Audit, carried out in partnership with the Trade Unions, identified the following equal Pay Gaps:

2015	Combined Gap	Full Time Gap	Part Time Gap
All employees	+8.6%	-12.9%	+25.8%
Non-Teaching employees	+15.2%	-5.3%	+25.7%
Teaching employees	+5.1%	+4.5%	+10.9%
SJC employees	+16.5%	-3.6%	+26.6%

(A positive figure denotes a gap to the advantage of male employees. A negative figure denotes a gap to the advantage of female employees.)

- 2.2 Analysis of this data suggested that:
- a. Both Scottish Joint Council (SJC) and Teacher pay and grading structures are robust and support equal pay.
 - b. Significant workforce gender segregation in SJC Job Families (Business Support, Personal Care, Technical and Practical), Craft and Teaching posts coincide with significant part time pay gaps.
 - c. Lower availability of part time working in SJC grades HC6 and above coincides with a significant SJC Part Time pay gap.
 - d. Lower availability of part time working in promoted teaching grades coincides with a Teaching Part Time pay gap.
- 2.3 Previous audits found that the following issues could contribute to pay gaps.
- a. Vertical gender segregation (disproportionately low number of women in senior posts) in Teaching posts and in SJC Business Support and Management posts.
 - b. Horizontal gender segregation in teaching posts (disproportionately low

number of women Head Teachers in Secondary Schools).

- c. Lower uptake of part time working opportunities in senior teaching posts and in SJC posts graded HC06 and above.
- d. Horizontal gender segregation (males in Community Works and females in Catering, Cleaning and Caring posts) within Technical & Practical posts.

2.4 A number of actions have been taken to address gender segregation and the availability of part time work in senior grades. For example:

- a. Female role models in male dominated job groups have been identified and achievements publicised in corporate communications.
- b. Where service delivery allows vacancies will be advertised as "*suitable for flexible working hours up to 35 per week*" to encourage applications from candidates who wish to work on a part time basis part time applications.
- c. Job Descriptions and Person Specifications have been reviewed to ensure that they contain no gender bias.
- d. Services have reviewed workplace facilities to ensure that both genders are adequately catered for
- e. Significant areas of gender segregation have been reviewed to identify and address any barriers to employment.
- f. Work is underway to review and further promote flexible working arrangements that support women to progress their careers.

2.5 These actions coincide with a significant general improvement in the Highland Council's gender equal pay gaps in the 2 years since the last audit. Going into 2017 the gaps are as follows:

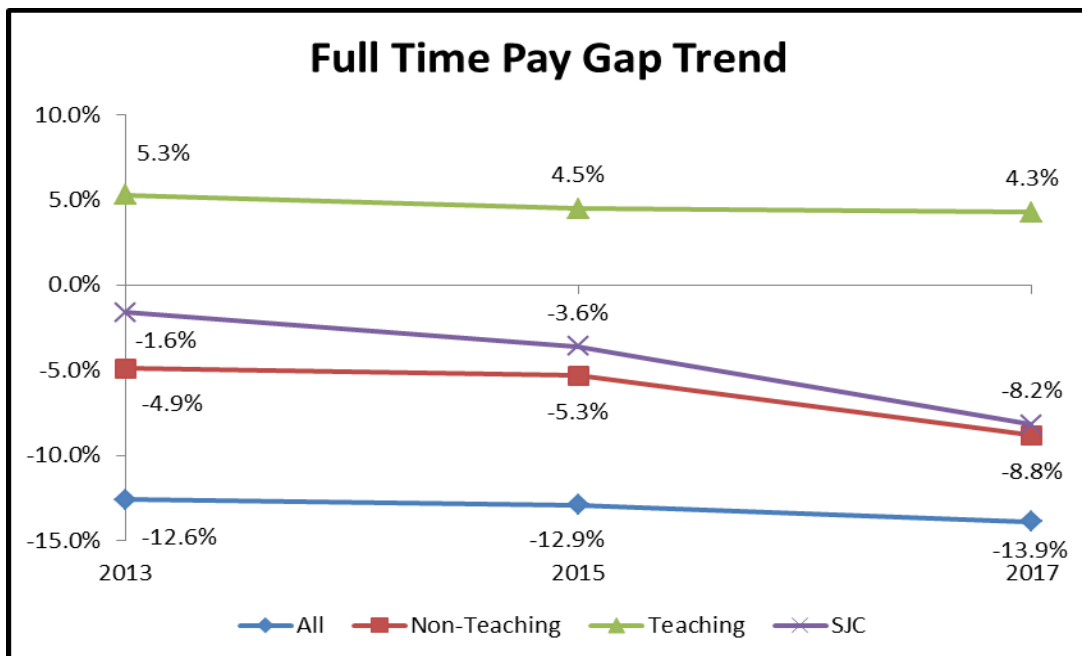
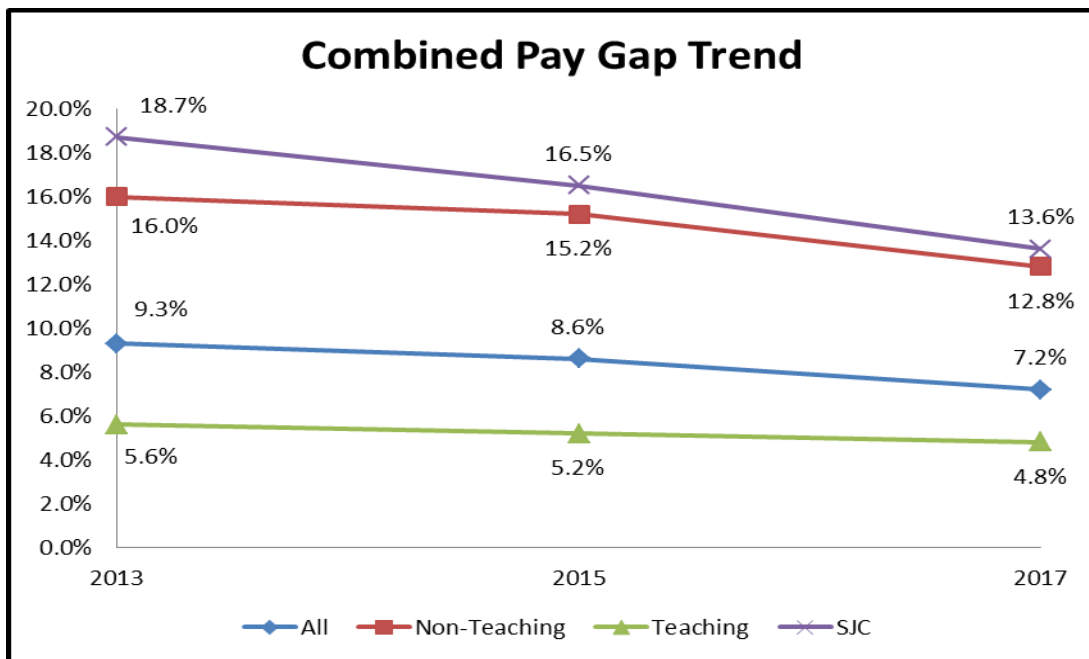
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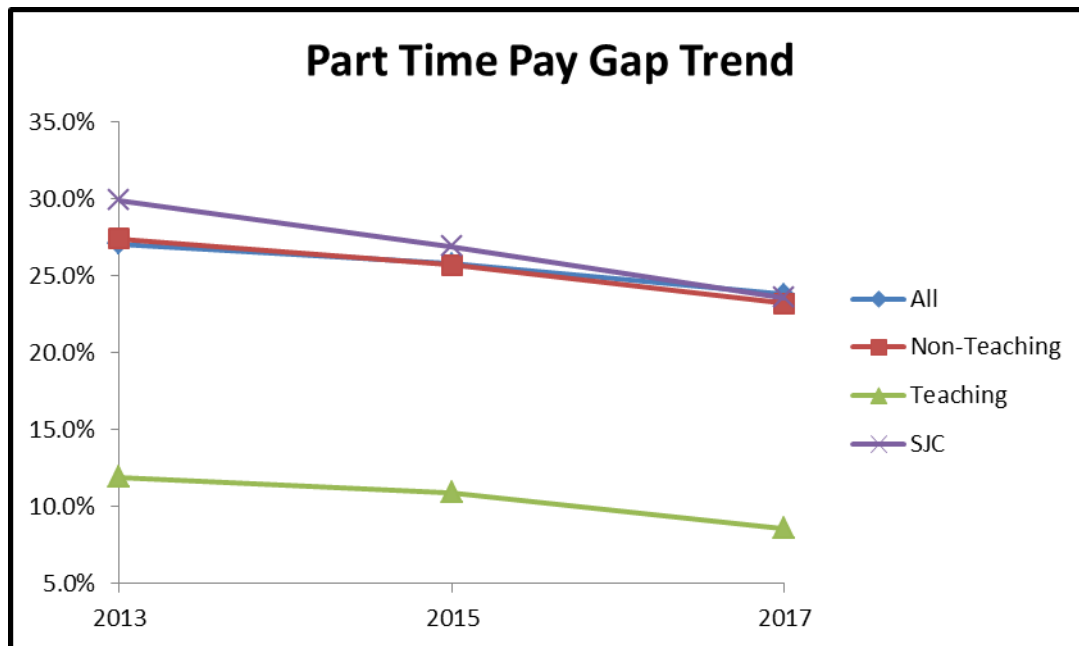
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2.6 Improvements in these pay gaps over the period 2015-2017 are as follows.

Improvements 2015 - 2017	Combined Gap	Full Time Gap	Part Time Gap
All employees	1.4%	1.0%	2.0%
Non-Teaching employees	2.4%	3.5%	2.5%
Teaching employees	0.3%	0.2%	2.3%
SJC employees	2.9%	4.6%	3.0%

Trends in the Council's gender pay gaps, since these were first recorded in 2013 are set out below.





2.7 The Council's pay gaps are interesting in that the full time pay gaps are generally to the benefit of women. The part time pay gaps for all employees are more in line with what would be expected given the make-up of our workforce. This marked difference between the full time and part time gaps suggest that one of the underlying reasons for the combined gap is the greater availability of part time and term time work in the lower pay grades.

3. Women in Management

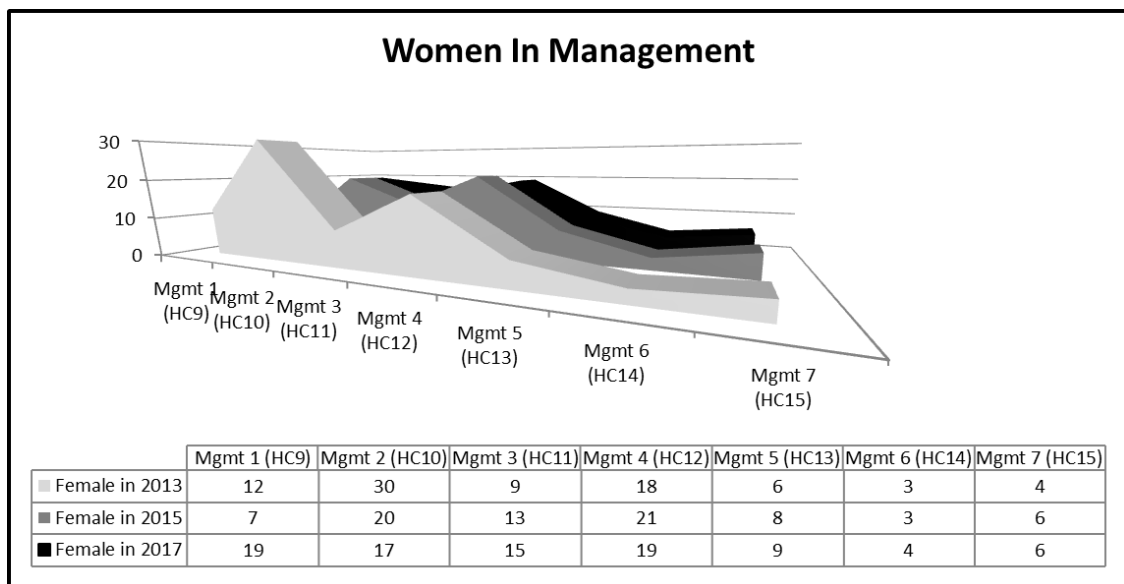
3.1 In addition to the actions set out in 2.5, over the period from 2015 the Council has taken specific actions to reduce the pay gap for women in management positions. These include:

- a. Creating and supporting an on-line learning resource for female employees interested in preparing for supervisory and management roles.
- b. Improving the Women into Management programme

3.2 The on-line learning material sits within the Council's My Online Learning platform and provides 14 e-learning modules across a range of topics that female staff have identified as of specific interest. These include networking and influencing skills; presenting yourself; career development and challenging yourself.

3.3 The Council's Women in Management Programme provides a two day workshop for new and aspiring women managers and includes confidence building, assertiveness, presentation, goal setting and career development. The programme also includes speakers who are successful women managers from the public and private sectors.

- 3.4 The Highland Council Mentoring scheme, although open to all, is specifically targeted at women wishing to enter or progress a career in management. Advisers work with those who wish to join the scheme to understand their goals and requirements before matching them with an experience mentor who is a senior manager in the Council.
- 3.5 Although there is still work to do, these actions have coincided with a significant improvement in the equal pay gaps relating to women in management positions. The combined pay gap relating to SJC Management employees has reduced from +11.2% in 2013, to +7.9% in 2015 and to +3.5% in 2017. (Gaps under 5% are not considered significant.)
- 3.6 In 2017 49% of the 180 managers employed in SJC Management posts are women. The improvement in the SJC Management pay gap coincides with a significant change in the distribution of female employees across the SJC Management grades (HC09 to HC15). The 2013 data identified a peak in the number of female managers in Management 2 (HC10) posts. The 2015 and 2017 data identifies that this peak was in Management 4 (HC12) posts and the distribution of female managers across the grades in generally more even. This reflects more closely the distribution of male managers



4. Next Steps

- 4.1 Although significant improvement have been made since the first Equal Pay Audit in 2013 it is important to maintain momentum. This will be particularly important in the coming years dominated by the difficult financial situation and the continued need for a reducing workforce. It has been agreed to set up joint working group with the trade unions will be set up to review pay data and progress on previous actions and make recommendations for future activity in this area.