## FORTH VALLEY COLLEGE

## EQUAL PAY AUDIT - November 2022

Prepared by;
Andrew Worth
Principal Reward Consultant

## Contents

1. Background and Methodology ..... 3
2. Workforce Composition ..... 5
3. Pay Structure ..... 7
4. Gender Pay Gap ..... 9
5. Allowances ..... 22
6. Protected Characteristics ..... 24
7. Overall Conclusions and Recommendations ..... 32

## 1. Background and Methodology

1.1 This Equal Pay Audit has been produced based on employee data as of October 2022. Previous audits were undertaken in 2016,2018 and 2020. The total number of employees within the scope of the report is 673.17 employees who have not provided data in respect of gender are excluded from any Gender based reporting.
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 of 16th October 2022.

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 Zellis 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
- Market Forces
1.6 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)
1.7 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.
1.8 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

1.9 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 paygap 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.
1.10 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

1.11 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.

## 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 $39.88 \%$ male, $57.59 \%$ female and $2.53 \%$ preferring not to say.

| Table 1- Workforce Composition by Grade and Gender - All Grades |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Organisation | Male |  |  | Female |  |  |
|  | Count | Count | \% of Group | \% of Male | Count | \% of Group | \% of Female |
| SA | 3 | 1 | 33.33\% | 0.37\% | 2 | 66.67\% | 0.52\% |
| 1 | 19 | 2 | 10.00\% | 0.75\% | 17 | 85.00\% | 4.39\% |
| 2 | 20 | 13 | 65.00\% | 4.85\% | 7 | 35.00\% | 1.81\% |
| 3 | 31 | 8 | 25.81\% | 2.99\% | 23 | 74.19\% | 5.94\% |
| 4 | 58 | 6 | 10.34\% | 2.24\% | 52 | 89.66\% | 13.44\% |
| 5 | 49 | 26 | 50.00\% | 9.70\% | 23 | 44.23\% | 5.94\% |
| 6 | 48 | 8 | 16.33\% | 2.99\% | 40 | 81.63\% | 10.34\% |
| 7 | 49 | 24 | 47.06\% | 8.96\% | 25 | 49.02\% | 6.46\% |
| 8 | 16 | 7 | 43.75\% | 2.61\% | 9 | 56.25\% | 2.33\% |
| 9 | 27 | 8 | 28.57\% | 2.99\% | 19 | 67.86\% | 4.91\% |
| Lecturer | 268 | 138 | 49.82\% | 51.49\% | 130 | 46.93\% | 33.59\% |
| 10 | 17 | 4 | 23.53\% | 1.49\% | 13 | 76.47\% | 3.36\% |
| 11 | 26 | 13 | 50.00\% | 4.85\% | 13 | 50.00\% | 3.36\% |
| 12 | 1 | 0 | 0.00\% | 0.00\% | 1 | 100.00\% | 0.26\% |
| 13 | 11 | 6 | 54.55\% | 2.24\% | 5 | 45.45\% | 1.29\% |
| 15 | 8 | 1 | 12.50\% | 0.37\% | 7 | 87.50\% | 1.81\% |
| 16 | 2 | 2 | 100.00\% | 0.75\% | 0 | 0.00\% | 0.00\% |
| 17 | 1 | 0 | 0.00\% | 0.00\% | 1 | 100.00\% | 0.26\% |
| 19 | 1 | 1 | 100.00\% | 0.37\% | 0 | 0.00\% | 0.00\% |
| Total | 655 | 268 | 39.88\% | 100.00\% | 387 | 57.59\% | 100.00\% |

2.3 As can be seen from Table 1 and Graph 1, the most highly populated grade is Lecturer which accounts for $40.09 \%$ of the total workforce. Lecturer includes $51.49 \%$ of the male population and $33.59 \%$ of the female population.

Graph 1 - Distribution or Employees by Gender and Grade

2.4 Table 2 illustrates the composition of the workforce if Lecturers are excluded. If this grade is excluded, then the remaining workforce is $32.91 \%$ male and $65.06 \%$ 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 except for Grades 12,16, 17 and 18.

| Table 2 - Workforce Composition by Grade and Gender - Excluding Lecturers |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Organisation | Male |  |  | Female |  |  |
|  | Count | Count | $\%$ of <br> Group | $\%$ of <br> Male | Count | \% of <br> Group | \% of <br> Female |
| SA | 3 | 1 | $33 \%$ | $1 \%$ | 2 | $67 \%$ | $1 \%$ |
| 1 | 19 | 2 | $10 \%$ | $2 \%$ | 17 | $85 \%$ | $7 \%$ |
| 2 | 20 | 13 | $65 \%$ | $10 \%$ | 7 | $35 \%$ | $3 \%$ |
| 3 | 31 | 8 | $26 \%$ | $6 \%$ | 23 | $74 \%$ | $9 \%$ |
| 4 | 58 | 6 | $10 \%$ | $5 \%$ | 52 | $90 \%$ | $20 \%$ |
| 5 | 49 | 26 | $50 \%$ | $20 \%$ | 23 | $44 \%$ | $9 \%$ |
| 6 | 48 | 8 | $16 \%$ | $6 \%$ | 40 | $82 \%$ | $16 \%$ |
| 7 | 49 | 24 | $47 \%$ | $18 \%$ | 25 | $49 \%$ | $10 \%$ |
| 1 | 16 | 7 | $44 \%$ | $5 \%$ | 9 | $56 \%$ | $4 \%$ |
| 10 | 27 | 8 | $29 \%$ | $6 \%$ | 19 | $68 \%$ | $7 \%$ |
| 11 | 17 | 4 | $24 \%$ | $3 \%$ | 13 | $76 \%$ | $5 \%$ |
| 12 | 26 | 13 | $50 \%$ | $10 \%$ | 13 | $50 \%$ | $5 \%$ |
| 13 | 1 | 0 | $0 \%$ | $0 \%$ | 1 | $100 \%$ | $0 \%$ |
| 15 | 11 | 6 | $55 \%$ | $5 \%$ | 5 | $45 \%$ | $2 \%$ |
| 16 | 8 | 1 | $13 \%$ | $1 \%$ | 7 | $88 \%$ | $3 \%$ |
| 17 | 2 | 2 | $100 \%$ | $2 \%$ | 0 | $0 \%$ | $0 \%$ |
| 19 | 1 | 0 | $0 \%$ | $0 \%$ | 1 | $100 \%$ | $0 \%$ |
| Total | 1 | 1 | $100 \%$ | $1 \%$ | 0 | $0 \%$ | $0 \%$ |
|  | 130 | $32.91 \%$ | $100 \%$ | 257 | $65.06 \%$ | $100 \%$ |  |



## 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 $1.52 \%$ to $11.85 \%$. 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.

| Table 3-Main Grading Structure |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Grade | Minimum <br> Point | Minimum <br> Salary | Maximum <br> Point | Maximum <br> Salary | Grade <br> Span | Number of <br> Increments | Incremental <br> Steps |
| 1 | 8 | 19,838 | 9 | 20,140 | $1.52 \%$ | 2 | 1 |
| 2 | 11 | 21,249 | 14 | 22,237 | $4.65 \%$ | 4 | 3 |
| 3 | 14 | 22,237 | 17 | 23,394 | $5.20 \%$ | 4 | 3 |
| 4 | 18 | 23,881 | 21 | 25,518 | $6.86 \%$ | 4 | 3 |
| 5 | 22 | 26,093 | 26 | 28,540 | $9.38 \%$ | 5 | 4 |
| 6 | 25 | 27,734 | 28 | 30,263 | $9.12 \%$ | 4 | 3 |
| 7 | 29 | 31,351 | 33 | 35,067 | $11.85 \%$ | 5 | 4 |
| 8 | 33 | 35,067 | 36 | 37,589 | $7.19 \%$ | 4 | 3 |
| 9 | 35 | 36,707 | 38 | 39,533 | $7.70 \%$ | 4 | 3 |
| 10 | 42 | 43,038 | 45 | 46,087 | $7.08 \%$ | 4 | 3 |
| 11 | 46 | 47,148 | 49 | 50,435 | $6.97 \%$ | 4 | 3 |
| 12 | 50 | 51,522 | 53 | 55,072 | $6.89 \%$ | 4 | 3 |
| 13 | 53 | 55,072 | 56 | 59,887 | $8.74 \%$ | 4 | 3 |

3.4 There are 35 employees who are in Grade 5 that are currently paid on Point 26 which overlaps with Grade 6 . This group is comprised of 18 male, 14 female and 3 employees who chose not to state gender. There are 5 female and 2 male employees in Grade 6 paid on Point 25 and therefore below the maximum point of Grade 5.

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 4 male and 4 female employees and therefore affects both genders. There are 2 female employees and 1 male employee in Grade 9 paid on Point 35 and therefore below the maximum point of Grade 8.
3.5 Table 4 shows the Grading structure for Lecturers. As can be seen the number of increments in the Lecturer grade is 5 and as a result the Grade span is higher than other Grades in the main structure.

| Table 4 - Lecturer Grading Structure |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Grade | Minimum <br> Point | Minimum <br> Salary | Maximum <br> Point | Maximum <br> Salary | Grade Span | Number of <br> Increments | Incremental <br> Steps |
| Lecturer | 1 | 35,170 | 5 | 43,357 | $23.28 \%$ | 5 | 4 |

3.6 The Senior Management Grading Structure as shown in Table 5 indicates that there are no overlaps in the pay grades and grades have a span of between $7.6 \%$ and $10.71 \%$.

| Table 5 - Senior Management Grading Structure |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Grade | Minimum <br> Salary | Maximum Salary | Grade <br> Span | Number of <br> Increments | Incremental <br> Steps |
| 15 | 65,337 | 72,337 | $10.71 \%$ | 3 | 2 |
| 16 | 86,223 | 94,223 | $9.28 \%$ | 3 | 2 |
| 17 | 95,145 | 103,145 | $8.41 \%$ | 3 | 2 |
| 18 | 106,174 | 116,174 | $9.42 \%$ | 3 | 2 |
| 19 | 130,465 | 140,465 | $7.66 \%$ | 3 | 2 |

## Summary and Recommendations

3.7 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.
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 $7.44 \%$ down from $7.67 \%$ in 2020 and $7.93 \%$ in 2018. Grade SA is the only grade with a pay gap over $5 \%$ at $-9.54 \%$ in favour of female employees. There are only 3 employees within this grade.

| Table 6 - Mean Gender Pay by Grade - Basic Pay - All Employees |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Male |  | Female |  |  |  |
|  | Count | Average Basic Hourly Rate | Count | Average Basic Hourly Rate | Difference <br> (£) | Pay Gap (\%) |
| SA | 1 | 11.14 | 2 | 12.2 | -1.06 | -9.54\% |
| 1 | 2 | 10.87 | 17 | 11.01 | -0.14 | -1.25\% |
| 2 | 13 | 12.15 | 7 | 12.01 | 0.13 | 1.10\% |
| 3 | 8 | 12.66 | 23 | 12.66 | 0 | 0.03\% |
| 4 | 6 | 13.88 | 52 | 13.73 | 0.15 | 1.07\% |
| 5 | 26 | 15.3 | 23 | 15.34 | -0.04 | -0.25\% |
| 6 | 8 | 16.12 | 40 | 16.22 | -0.1 | -0.63\% |
| 7 | 24 | 18.56 | 25 | 18.69 | -0.13 | -0.69\% |
| 8 | 7 | 20.21 | 9 | 20.36 | -0.15 | -0.75\% |
| 9 | 8 | 21.54 | 19 | 21.91 | -0.38 | -1.75\% |
| Lecturer | 138 | 23.1 | 130 | 23.58 | -0.48 | -2.07\% |
| 10 | 4 | 24.98 | 13 | 25 | -0.03 | -0.10\% |
| 11 | 13 | 27.62 | 13 | 27.43 | 0.19 | 0.68\% |
| 12 | 0 |  | 1 | 30.18 |  |  |
| 13 | 6 | 31.64 | 5 | 32.82 | -1.17 | -3.71\% |
| 15 | 1 | 39.64 | 7 | 39.36 | 0.27 | 0.69\% |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 0 | - | 1 | 56.52 |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
|  | 268 | 21.34 | 387 | 19.75 | 1.59 | 7.44\% |
|  | $\square$ |  |  |  |  |  |

4.4 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 $7.15 \%$ compared to $9.31 \%$ in 2020 and $6.91 \%$ in 2018. As would be expected with a pay structure that is based on fixed incremental points and given that males and females are present in most grades, there is no significant median pay gap in any grade except for grade SA.

| Table 7 - Median Gender Pay Gap by Grade - Basic Pay |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Male |  | Female |  |  |  |
|  | Count | Median Basic Pay | Count | Median Basic Pay | Difference <br> (£) | Pay Gap (\%) |
| SA | 1 | 11.14 | 2 | 12.2 | -1.06 | -9.54\% |
| 1 | 2 | 10.87 | 17 | 11.04 | -0.17 | -1.52\% |
| 2 | 13 | 12.19 | 7 | 12.02 | 0.17 | 1.36\% |
| 3 | 8 | 12.82 | 23 | 12.82 | 0 | 0.00\% |
| 4 | 6 | 13.98 | 52 | 13.98 | 0 | 0.00\% |
| 5 | 26 | 15.64 | 23 | 15.64 | 0 | 0.00\% |
| 6 | 8 | 16.58 | 40 | 16.58 | 0 | 0.00\% |
| 7 | 24 | 19.22 | 25 | 19.22 | 0 | 0.00\% |
| 8 | 7 | 20.6 | 9 | 20.6 | 0 | 0.00\% |
| 9 | 8 | 21.66 | 19 | 21.66 | 0 | 0.00\% |
| Lecturer | 138 | 23.76 | 130 | 23.76 | 0 | 0.00\% |
| 10 | 4 | 25.25 | 13 | 25.25 | 0 | 0.00\% |
| 11 | 13 | 27.61 | 13 | 27.61 | 0 | 0.00\% |
| 12 | 0 |  | 1 | 30.19 |  |  |
| 13 | 6 | 31.94 | 5 | 32.82 | -0.88 | -2.75\% |
| 15 | 1 | 39.64 | 7 | 39.64 | 0 | 0.00\% |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 0 |  | 1 | 56.52 |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 268 | 21.66 | 387 | 20.11 | 1.55 | 7.15\% |
|  |  |  |  |  |  |  |

## Total Pay

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

- Standby
- Shift
- Added Responsibility
- Market Forces

Overtime payments are excluded from the calculation of the gender pay gap.
4.6 The mean gender pay gap for Total Pay is $8.18 \%$ down from $8.24 \%$ in 2020 and $8.41 \%$ in 2018. There are three grades where the difference exceeds $5.00 \%$.

The gender pay gap at Grade 2 is $16.09 \%$ whereas based on Basic Pay only it was $1.10 \%$. 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 (1 male and 2 female employees) and Gym Assistant (1 male and 5
female employees) do not receive additional payments as out of hours/shift working is not a requirement of these roles therefore the payments would not be applicable.
4.7 The reason for the increased difference in gender pay at grade 4 is due to the two male Facilities team leaders who also receive standby and shift payments.
4.8 Grade 9 shows a Total Pay gap of $4.13 \%$ due to an additional responsibility payment to one male employee and a Market forces payment to another male employee if this employee is excluded from the data the pay gap would reduce to $-2.16 \%$.

| 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 <br> (£) | $\begin{gathered} \text { Pay } \\ \text { Gap (\%) } \end{gathered}$ |
| SA | 1 | 11.14 | 2 | 12.2 | -1.06 | -9.54\% |
| 1 | 2 | 10.87 | 17 | 11.01 | -0.14 | -1.31\% |
| 2 | 13 | 14.32 | 7 | 12.01 | 2.3 | 16.09\% |
| 3 | 8 | 12.66 | 23 | 12.66 | 0 | 0.03\% |
| 4 | 6 | 14.64 | 52 | 13.73 | 0.91 | 6.19\% |
| 5 | 26 | 15.31 | 23 | 15.34 | -0.03 | -0.20\% |
| 6 | 8 | 16.12 | 40 | 16.22 | -0.1 | -0.63\% |
| 7 | 24 | 19.59 | 25 | 18.73 | -0.14 | -0.74\% |
| 8 | 7 | 20.21 | 9 | 20.36 | -0.15 | -0.75\% |
| 9 | 8 | 22.87 | 19 | 21.93 | 0.94 | 4.13\% |
| Lecturer | 138 | 23.1 | 130 | 23.58 | -0.48 | -2.07\% |
| 10 | 4 | 25.61 | 13 | 25 | 0.61 | 2.37\% |
| 11 | 13 | 27.62 | 13 | 27.43 | 0.19 | 0.68\% |
| 12 | 0 |  | 1 | 30.18 |  |  |
| 13 | 6 | 31.64 | 5 | 32.82 | -1.17 | -3.71\% |
| 15 | 1 | 39.64 | 7 | 39.36 | 0.27 | 0.69\% |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 0 |  | 1 | 56.52 |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 268 | 21.51 | 387 | 19.75 | 1.76 | 8.18\% |

4.9 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 Grade 2 . The reason for the difference is due to the shift and standby payments paid to the Facilities Assistants as outlined in Para. 4.7.

| Table 9-Gender Pay Gap - Total Pay Median - All Employees |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work <br> Group | Male |  | Female |  |  |  |  |
|  | Count | Median Total <br> Pay | Count | Median <br> Total Pay | Difference <br> ( $\mathbf{~})$ | Pay Gap <br> (\%) |  |
| SA | 1 | 11.14 | 2 | 12.2 | -1.06 | $-9.54 \%$ |  |
| 1 | 2 | 10.87 | 17 | 11.04 | -0.17 | $-1.52 \%$ |  |
| 2 | 13 | 14.55 | 7 | 12.02 | 2.53 | $17.38 \%$ |  |
| 3 | 8 | 12.82 | 23 | 12.82 | 0 | $0.00 \%$ |  |
| 4 | 6 | 13.98 | 52 | 13.98 | 0 | $0.00 \%$ |  |
| 5 | 26 | 15.64 | 23 | 15.64 | 0 | $0.00 \%$ |  |
| 6 | 8 | 16.58 | 40 | 16.58 | 0 | $0.00 \%$ |  |
| 7 | 24 | 19.22 | 25 | 19.22 | 0 | $0.00 \%$ |  |
| 8 | 7 | 20.6 | 9 | 20.6 | 0 | $0.00 \%$ |  |
| 9 | 8 | 22.1 | 19 | 21.66 | 0.43 | $1.96 \%$ |  |
| Lecturer | 138 | 23.76 | 130 | 23.76 | 0 | $0.00 \%$ |  |
| 10 | 4 | 25.25 | 13 | 25.25 | 0 | $0.00 \%$ |  |
| 11 | 13 | 27.61 | 13 | 27.61 | 0 | $0.00 \%$ |  |
| 12 | 0 |  | 1 | 30.18 |  |  |  |
| 13 | 6 | 31.94 | 5 | 32.82 | -0.88 | $-2.75 \%$ |  |
| 15 | 1 | 39.64 | 7 | 39.64 | 0 | $0.00 \%$ |  |
| 16 | 2 | 51.63 | 0 |  |  |  |  |
| 17 | 0 |  | 1 | 56.52 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |  |
| Total | 268 | 22.58 | 387 | 20.11 | 2.47 | $10.93 \%$ |  |

## Full and Part Time Employment

4.10 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.
4.11 The composition of the workforce based on gender and Full and Part Time working is shown in Table 10. Based on the total workforce $56.03 \%$ are full time consisting of $70.90 \%$ of the male workforce and $45.74 \%$ of the female workforce. Based on the total workforce $43.97 \%$ are part time consisting of $29.10 \%$ of the male workforce and $54.26 \%$ 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; part time working is concentrated in the lower grades and amongst female employees.

## zellis

| 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 |
| SA | 3 | 1 | 0.37\% | 0 | 0.00\% | 2 | 0.52\% | 0 | 0.00\% |
| 1 | 19 | 1 | 0.37\% | 1 | 0.37\% | 0 | 0.00\% | 17 | 4.39\% |
| 2 | 20 | 12 | 4.48\% | 1 | 0.37\% | 1 | 0.26\% | 6 | 1.55\% |
| 3 | 31 | 3 | 1.12\% | 5 | 1.87\% | 7 | 1.81\% | 16 | 4.13\% |
| 4 | 58 | 5 | 1.87\% | 1 | 0.37\% | 31 | 8.01\% | 21 | 5.43\% |
| 5 | 49 | 16 | 5.97\% | 10 | 3.73\% | 15 | 3.88\% | 8 | 2.07\% |
| 6 | 48 | 8 | 2.99\% | 0 | 0.00\% | 23 | 5.94\% | 17 | 4.39\% |
| 7 | 49 | 14 | 5.22\% | 10 | 3.73\% | 9 | 2.33\% | 16 | 4.13\% |
| 8 | 16 | 7 | 2.61\% | 0 | 0.00\% | 6 | 1.55\% | 3 | 0.78\% |
| 9 | 27 | 6 | 2.24\% | 2 | 0.75\% | 9 | 2.33\% | 10 | 2.58\% |
| Lecturer | 268 | 90 | 33.58\% | 48 | 17.91\% | 41 | 10.59\% | 89 | 23.00\% |
| 10 | 17 | 4 | 1.49\% | 0 | 0.00\% | 10 | 2.58\% | 3 | 0.78\% |
| 11 | 26 | 13 | 4.85\% | 0 | 0.00\% | 9 | 2.33\% | 4 | 1.03\% |
| 12 | 1 | 0 | 0.00\% | 0 | 0.00\% | 1 | 0.26\% | 0 | 0.00\% |
| 13 | 11 | 6 | 2.24\% | 0 | 0.00\% | 5 | 1.29\% | 0 | 0.00\% |
| 15 | 8 | 1 | 0.37\% | 0 | 0.00\% | 7 | 1.81\% | 0 | 0.00\% |
| 16 | 2 | 2 | 0.75\% | 0 | 0.00\% | 0 | 0.00\% | 0 | 0.00\% |
| 17 | 1 | 0 | 0.00\% | 0 | 0.00\% | 1 | 0.26\% | 0 | 0.00\% |
| 19 | 1 | 1 | 0.37\% | 0 | 0.00\% | 0 | 0.00\% | 0 | 0.00\% |
| Total | 655 | 190 | 70.90\% | 78 | 29.10\% | 177 | 45.74\% | 210 | 54.26\% |

4.12 If we compare part time appointments to full time appointments irrespective of gender the pay gap is $8.19 \%$ up from $6.64 \%$ in 2020 . The pay gap of $-5.38 \%$ in grade 9 is due to the Learning and digital skills mentor roles who appear to be paid above the grade maximum and are predominantly female.

| Table 11 - Full Time Part Time - Mean Pay by Grade - Basic Pay |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Full Time |  | Part Time |  | Pay Gap |  |
|  | Count | Average Basic Hourly Rate | Count | Average Basic Hourly Rate | Difference <br> (£) | Pay Gap (\%) |
| SA | 3 | 11.85 | 0 |  |  |  |
| 1 | 1 | 10.87 | 19 | 11 | -0.13 | -1.20\% |
| 2 | 13 | 12.15 | 7 | 12.01 | 0.13 | 1.10\% |
| 3 | 10 | 12.59 | 21 | 12.69 | -0.11 | -0.83\% |
| 4 | 36 | 13.74 | 22 | 13.76 | -0.02 | -0.18\% |
| 5 | 32 | 15.32 | 20 | 15.38 | -0.06 | -0.39\% |
| 6 | 32 | 16.2 | 17 | 16.2 | 0.01 | 0.04\% |
| 7 | 24 | 18.58 | 27 | 18.58 | 0 | 0.03\% |
| 8 | 13 | 20.37 | 3 | 19.98 | 0.39 | 1.92\% |
| 9 | 16 | 21.3 | 12 | 22.45 | -1.15 | -5.38\% |
| Lecturer | 135 | 23.38 | 142 | 23.28 | 0.11 | 0.46\% |
| 10 | 14 | 24.94 | 3 | 25.25 | -0.32 | -1.26\% |
| 11 | 22 | 27.51 | 4 | 27.61 | -0.1 | -0.38\% |
| 12 | 1 | 30.18 | 0 |  |  |  |
| 13 | 11 | 32.18 | 0 |  |  |  |
| 15 | 8 | 39.4 | 0 |  |  |  |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 1 | 56.52 | 0 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 375 | 21.15 | 297 | 19.42 | 1.73 | 8.19\% |

4.13 Table 12 provides the same analysis based on median basic pay. The pay gap is $0.68 \%$. There are no individual grades where the gap exceeds 5.00\%.

| Equal Work Group | All Full Time |  | All Part Time |  | Pay Gap |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Total | Median Hourly Rate | Total | Median Hourly Rate | Difference <br> (£) | Pay Gap <br> (\%) |
| SA | 3 | 11.36 | 0 |  |  |  |
| 1 | 1 | 10.87 | 19 | 11.04 | -0.17 | -1.52\% |
| 2 | 13 | 12.19 | 7 | 12.02 | 0.17 | 1.36\% |
| 3 | 10 | 12.82 | 21 | 12.82 | 0 | 0.00\% |
| 4 | 36 | 13.98 | 22 | 13.98 | 0 | 0.00\% |
| 5 | 32 | 15.64 | 20 | 15.64 | 0 | 0.00\% |
| 6 | 32 | 16.58 | 17 | 16.58 | 0 | 0.00\% |
| 7 | 24 | 19.22 | 27 | 19.22 | 0 | 0.00\% |
| 8 | 13 | 20.6 | 3 | 20.11 | 0.48 | 2.35\% |
| 9 | 16 | 21.66 | 12 | 22.71 | -1.05 | -4.84\% |
| Lecturer | 135 | 23.76 | 141 | 23.76 | 0 | 0.00\% |
| 10 | 14 | 25.25 | 3 | 25.25 | 0 | 0.00\% |
| 11 | 22 | 27.61 | 4 | 27.61 | 0 | 0.00\% |
| 12 | 1 | 30.18 | 0 |  |  |  |
| 13 | 11 | 32.82 | 0 |  |  |  |
| 15 | 8 | 39.64 | 0 |  |  |  |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 1 | 56.52 | 0 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 375 | 21.66 | 296 | 21.52 | 0.15 | 0.68\% |

4.14 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 $8.74 \%$ 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.
4.15 The overall median pay gap based on total pay is the same as that for basic pay and is $0.68 \%$. The reason for this is that there are very few appointments that receive additional pay, so the median pay point is not affected.

| Equal Work Group | All Full Time |  | All Part Time |  | Pay Gap |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Total | Average Total Hourly Rate | Total | Average Total Hourly Rate | Difference (£) | Pay Gap (\%) |
| SA | 3 | 11.85 | 0 |  |  |  |
| 1 | 1 | 10.87 | 19 | 11.01 | -0.14 | -1.26\% |
| 2 | 13 | 14.3 | 7 | 12.05 | 2.24 | 15.68\% |
| 3 | 10 | 12.59 | 21 | 12.69 | -0.11 | -0.83\% |
| 4 | 36 | 13.86 | 22 | 13.77 | 0.09 | 0.66\% |
| 5 | 32 | 15.32 | 20 | 15.39 | -0.07 | -0.46\% |
| 6 | 32 | 16.2 | 17 | 16.2 | 0.01 | 0.04\% |
| 7 | 24 | 18.58 | 27 | 18.64 | -0.05 | -0.29\% |
| 8 | 13 | 20.37 | 3 | 19.98 | 0.39 | 1.92\% |
| 9 | 16 | 21.89 | 12 | 22.59 | -0.7 | -3.20\% |
| Lecturer | 135 | 23.39 | 141 | 23.27 | 0.11 | 0.49\% |
| 10 | 14 | 25.12 | 3 | 25.25 | -0.13 | -0.53\% |
| 11 | 22 | 27.51 | 4 | 27.61 | -0.1 | -0.38\% |
| 12 | 1 | 30.18 | 0 |  |  |  |
| 13 | 11 | 32.18 | 0 |  |  |  |
| 15 | 8 | 39.4 | 0 |  |  |  |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 1 | 56.52 | 0 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 375 | 21.28 | 296 | 19.42 | 1.86 | 8.74\% |


| 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 (\%) |
| SA | 3 | 11.36 | 0 |  |  |  |
| 1 | 1 | 10.87 | 19 | 11.04 | -0.17 | -1.52\% |
| 2 | 13 | 14.55 | 7 | 12.02 | 2.53 | 17.38\% |
| 3 | 10 | 12.82 | 21 | 12.82 | 0 | 0.00\% |
| 4 | 36 | 13.98 | 22 | 13.98 | 0 | 0.00\% |
| 5 | 32 | 15.64 | 20 | 15.64 | 0 | 0.00\% |
| 6 | 32 | 16.58 | 17 | 16.58 | 0 | 0.00\% |
| 7 | 24 | 19.22 | 27 | 19.22 | 0 | 0.00\% |
| 8 | 13 | 20.6 | 3 | 20.11 | 0.48 | 2.35\% |
| 9 | 16 | 21.66 | 12 | 23.14 | -1.48 | -6.84\% |
| Lecturer | 135 | 23.76 | 141 | 23.76 | 0 | 0.00\% |
| 10 | 14 | 25.25 | 3 | 25.25 | 0 | 0.00\% |
| 11 | 22 | 27.61 | 4 | 27.61 | 0 | 0.00\% |
| 12 | 1 | 30.18 | 0 |  |  |  |
| 13 | 11 | 32.82 | 0 |  |  |  |
| 15 | 8 | 39.64 | 0 |  |  |  |
| 16 | 2 | 51.63 | 0 |  |  |  |
| 17 | 1 | 56.52 | 0 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Overall | 375 | 21.66 | 296 | 21.52 | 0.15 | 0.68\% |

## Starting Pay

4.16 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 2021 to October 2022. Table 15 indicates that $37.71 \%$ 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 <br> Males | Females | \% of <br> Females | Total | \% of Total |  |
| Minimum Point | 12 | $28.27 \%$ | 17 | $50.67 \%$ | 29 | $37.71 \%$ |  |
| Above Minimum Point | 31 | $71.73 \%$ | 17 | $49.33 \%$ | 48 | $62.29 \%$ |  |
| Total | 43 | $100.00 \%$ | 34 | $100.00 \%$ | 77 | $100.00 \%$ |  |

4.17 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 most new starters were appointed above the grade minimum (unless they have received a subsequent increment) $77 \%$ of male new starters and $85 \%$ of female new starters are on the top three scale points in the lecturer grade.
4.18 Table 17 illustrates the gender pay gap by grade. It should be noted that the overall pay gap for new starters $(14.77 \%)$ is misleading as it is affected by the grading profile of new starters. There is no significant difference in terms of gender pay on a grade-by-grade basis.


| Table 17 - Gender Pay Gap Mean - Basic Pay New Starters |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Male |  | Female |  |  |  |
|  | Count | Average Basic Hourly Rate | Count | Average Basic Hourly Rate | Difference $(£)$ | Pay Gap <br> (\%) |
| SA | 1 | 11.14 |  |  |  | 0.00\% |
| 1 | 1 | 10.87 | 4 | 10.96 | -0.09 | -0.78\% |
| 2 |  |  | 2 | 11.75 |  |  |
| 3 | 2 | 12.19 | 3 | 12.19 | - | 0.00\% |
| 4 | 1 | 13.35 | 5 | 13.09 | 0.26 | 1.95\% |
| 5 | 7 | 14.53 | 4 | 14.55 | -0.02 | -0.11\% |
| 6 |  |  | 3 | 15.49 |  |  |
| 7 | 7 | 17.54 | 1 | 17.18 | 0.36 | 2.08\% |
| 9 | 2 | 20.36 | 2 | 20.36 | - | 0.00\% |
| Lecturer | 19 | 21.58 | 9 | 22.51 | -0.94 | -4.34\% |
| 10 | 1 | 24.14 | 1 | 24.71 | -0.57 | -2.36\% |
| 13 | 1 | 31.06 |  |  |  |  |
| 15 | 1 | 39.64 |  |  |  |  |
| Grand Total | 43 | 19.30 | 34 | 16.45 | 2.85 | 14.77\% |

## Summary and Recommendations

4.19

The key outcomes are as follows:


There are very few instances where there is a gender pay gap that exceeds $5.00 \%$ on a grade-by-grade basis. 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 or from particular male dominated roles receiving Standby and Shift for the work pattern of the role.

In terms of starting pay $37.71 \%$ 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 (50.67\%) compared to males (28.27\%). 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.
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 by grade is minimal indicating that additional pay is not a significant part of the overall pay bill or an employee's remuneration.

## Standby and Shift

5.2 Standby and Shift payments are primarily made to the roles of Facilities Assistant and Facilities Team Leader which are currently all male. 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 Total pay gap at Grade 2 but is an appropriate payment reflecting working arrangements.
5.3 The average monthly value of the standby payment is shown in Table 19.

| Table 18-Standby and Shift - Average Annual Payment |  |  |  |  |  |  |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Male |  | Female |  | Organisation |  |
|  | Total | Average <br> Value | Total | Average <br> Value | Total | Overall <br> Average |
| Standby | 11 | 1636 | - | - | 11 | 1636 |
| Shift | 13 | 3177 | - | - | 13 | 3177 |

## Additional Responsibility

5.4 There is currently one male employee in receipt of an additional responsibility payment of $£ 1500$ and reflects the level at which the individual is working.

## Market Forces

5.5 The Market Forces payment is paid to the Commercial Trainers (Compex) and the training and business development manager. The Commercial trainer has 3 occupants 2 male and 1 female, all employees receive $£ 5000$ per annum once training and induction period are completed, the value is pro-rated if any employee is part time. It is recommended that the duration of the payment and the method of determining the value are monitored and a revue of the market is undertaken regularly.

## Summary and Recommendations

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 and Market Forces payment is very limited and there are only male recipients. The use of these allowances should be monitored and reviewed in terms of the reason it has been applied, how the value is calculated and the duration of the payment.

## 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 band 45-54.

| Table 19-Age Profile |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Age <br> Range | Organisation | All Males |  |  | All Females |  |  |  |
|  | Total | Total | \% of <br> Group | \% of All <br> Males | Total | \% of <br> Group | \% of All <br> Females |  |
| $16-24$ | 13 | 3 | $23.08 \%$ | $1.12 \%$ | 10 | $76.92 \%$ | $2.58 \%$ |  |
| $25-34$ | 70 | 31 | $44.29 \%$ | $11.57 \%$ | 39 | $55.71 \%$ | $10.08 \%$ |  |
| $35-44$ | 176 | 69 | $39.20 \%$ | $25.75 \%$ | 101 | $57.39 \%$ | $26.10 \%$ |  |
| $45-54$ | 195 | 64 | $32.82 \%$ | $23.88 \%$ | 125 | $64.10 \%$ | $32.30 \%$ |  |
| $55-64$ | 186 | 80 | $43.01 \%$ | $29.85 \%$ | 104 | $55.91 \%$ | $26.87 \%$ |  |
| $65+$ | 32 | 21 | $65.63 \%$ | $7.84 \%$ | 8 | $25.00 \%$ | $2.07 \%$ |  |
|  | 672 | 268 | $39.88 \%$ | $100.00 \%$ | 387 | $57.59 \%$ | $\mathbf{1 0 0 . 0 0 \%}$ |  |

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

The age-related gender pay gaps are caused by the workforce distribution where predominantly more male employees are in higher grades resulting in a higher median point.

| Table 20-Gender Pay Gap by Age Range - Basic Median - All Employees |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Age Range | Males |  | Females |  | Gender Pay Gap |  |
|  | Total | Median Basic <br> Hourly Rate | Total | Median Basic <br> Hourly Rate | Difference <br> $(\mathbf{£})$ | Pay Gap <br> $(\%)$ |
| $16-24$ | 3 | 11.75 | 10 | 12.68 | -0.93 | $-7.94 \%$ |
| $25-34$ | 31 | 19.19 | 39 | 17.25 | 1.94 | $10.11 \%$ |
| $35-44$ | 69 | 21.46 | 101 | 20.64 | 0.82 | $3.81 \%$ |
| $45-54$ | 64 | 23.24 | 125 | 20.9 | 2.34 | $10.08 \%$ |
| $55-64$ | 80 | 21.41 | 104 | 19.23 | 2.18 | $10.20 \%$ |
| $65+$ | 21 | 19.35 | 8 | 18.14 | 1.21 | $6.25 \%$ |
|  | $\mathbf{2 6 8}$ | $\mathbf{2 1 . 3 4}$ | $\mathbf{3 8 7}$ | $\mathbf{1 9 . 7 5}$ | $\mathbf{1 . 5 9}$ | $\mathbf{7 . 4 4 \%}$ |


| Table 21 -Gender Pay Gap by Age Range - Total Median Pay - All Employees |  |  |  |  |  |  |
| :---: | ---: | :---: | ---: | ---: | ---: | :---: |
| Age <br> Range | All Males |  | All Females |  | Pay Gap |  |
|  | Total | Total Pay Median <br> Hourly Rate | Total | Total Pay Median <br> Hourly Rate | Difference <br> $(\mathbf{£})$ | Pay Gap <br> $(\%)$ |
| $16-24$ | 3 | 12.19 | 10 | 13.09 | -0.9 | $-7.39 \%$ |
| $25-34$ | 31 | 21.52 | 39 | 15.64 | 5.88 | $27.31 \%$ |
| $35-44$ | 69 | 21.52 | 101 | 23.76 | -2.24 | $-10.42 \%$ |
| $45-54$ | 64 | 23.76 | 125 | 22.64 | 1.12 | $4.72 \%$ |
| $55-64$ | 80 | 22.71 | 104 | 19.22 | 3.49 | $15.39 \%$ |
| $65+$ | 21 | 19.22 | 8 | 16.58 | 2.63 | $13.70 \%$ |
|  | $\mathbf{2 6 8}$ | $\mathbf{2 1 . 6 6}$ | $\mathbf{3 8 7}$ | $\mathbf{2 0 . 1 1}$ | $\mathbf{1 . 5 5}$ | $\mathbf{7 . 1 5 \%}$ |

6.4 The age-related gender pay gap is greatest within the $25-34$ age range, Table 24 shows 25 to 34 age range gap is due to $48 \%$ of the males within this range being in Lecturer whereas $21 \%$ of females are in these grades.

| Table 22 - Grading Profile by Gender of Age Range 25 to 34 |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work Group | Organisation | All Males |  |  | All Females |  |  |
|  | Total | Total | \% of Grade | \% of All <br> Males | Total | \% of Grade | \% of All <br> Females |
| 1 | 2 | 1 | 50\% | 3\% | 1 | 50\% | 3\% |
| 2 | 3 | 1 | 33\% | 3\% | 2 | 67\% | 5\% |
| 3 | 6 | 1 | 17\% | 3\% | 5 | 83\% | 13\% |
| 4 | 9 | 2 | 22\% | 6\% | 7 | 78\% | 18\% |
| 5 | 8 | 6 | 75\% | 19\% | 2 | 25\% | 5\% |
| 6 | 6 | 1 | 17\% | 3\% | 5 | 83\% | 13\% |
| 7 | 3 | 1 | 33\% | 3\% | 2 | 67\% | 5\% |
| 8 | 2 | 1 | 50\% | 3\% | 1 | 50\% | 3\% |
| 9 | 6 | 1 | 17\% | 3\% | 5 | 83\% | 13\% |
| Lecturer | 23 | 15 | 65\% | 48\% | 8 | 35\% | 21\% |
| 11 | 2 | 1 | 50\% | 3\% | 1 | 50\% | 3\% |
|  | 70 | 31 | 44\% | 100\% | 39 | 56\% | 100\% |

6.5 The grading profile of the age group 55 to 64 is shown in Table 24b. 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 $43.75 \%$ compared to $36.54 \%$ of females
- $55.76 \%$ of the female workforce within this age range in grades 1 to 7 compared to $38.75 \%$ of the male workforce.

| Table 23 - Grading Profile by Gender of Age Range 55 to 64 |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equal Work <br> Group | Organisation | All Males |  |  | All Females |  |  |
|  | Total | Total | \% of <br> Grade | \% of All <br> Males | Total | \% of Grade | \% of All <br> Females |
| 1 | 9 | 0 | $0.00 \%$ | $0.00 \%$ | 9 | $100.00 \%$ | $8.65 \%$ |
| 2 | 6 | 6 | $100.00 \%$ | $7.50 \%$ | 0 | $0.00 \%$ | $0.00 \%$ |
| 3 | 11 | 2 | $18.18 \%$ | $2.50 \%$ | 9 | $81.82 \%$ | $8.65 \%$ |
| 4 | 19 | 2 | $10.53 \%$ | $2.50 \%$ | 17 | $89.47 \%$ | $16.35 \%$ |
| 5 | 15 | 9 | $60.00 \%$ | $11.25 \%$ | 5 | $33.33 \%$ | $4.81 \%$ |


| 6 | 14 | 5 | $35.71 \%$ | $6.25 \%$ | 9 | $64.29 \%$ | $8.65 \%$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 7 | 16 | 7 | $43.75 \%$ | $8.75 \%$ | 9 | $56.25 \%$ | $8.65 \%$ |
| 8 | 5 | 3 | $60.00 \%$ | $3.75 \%$ | 2 | $40.00 \%$ | $1.92 \%$ |
| 9 | 5 | 3 | $60.00 \%$ | $3.75 \%$ | 2 | $40.00 \%$ | $1.92 \%$ |
| Lecturer | 74 | 35 | $47.30 \%$ | $43.75 \%$ | 38 | $51.35 \%$ | $36.54 \%$ |
| 11 | 3 | 3 | $100.00 \%$ | $3.75 \%$ | 0 | $0.00 \%$ | $0.00 \%$ |
| 13 | 5 | 4 | $80.00 \%$ | $5.00 \%$ | 1 | $20.00 \%$ | $0.96 \%$ |
| 15 | 2 | 0 | $0.00 \%$ | $0.00 \%$ | 2 | $100.00 \%$ | $1.92 \%$ |
| 17 | 1 | 0 | $0.00 \%$ | $0.00 \%$ | 1 | $100.00 \%$ | $0.96 \%$ |
| 19 | 1 | 1 | $100.00 \%$ | $1.25 \%$ | 0 | $0.00 \%$ | $0.00 \%$ |
| Total | 186 | 80 | $43.01 \%$ | $100.00 \%$ | 104 | $55.91 \%$ | $100.00 \%$ |

## 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. $13.89 \%$ of the total workforce has a stated disability.

| Table 25 - Disability Profile by Gender |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Disability <br> Group | Organisation | All Males |  |  | All Females |  |  |
|  | Total | Total | \% of <br> Group | \% of All <br> Males | Total | \% of <br> Group | \% of All <br> Females |
| No | 518 | 213 | $41.12 \%$ | $79.48 \%$ | 295 | $56.95 \%$ | $76.23 \%$ |
| Yes | 133 | 47 | $35.34 \%$ | $17.54 \%$ | 85 | $63.91 \%$ | $21.96 \%$ |
| Not Given | 21 | 8 | $38.10 \%$ | $2.99 \%$ | 7 | $33.33 \%$ | $1.81 \%$ |
| Total | 672 | 268 | $39.88 \%$ | $100.00 \%$ | 387 | $57.59 \%$ | $100.00 \%$ |

6.8 The disability pay gap compares those with a disability to those without. As can be seen from Table 26 , the overall median disability basic pay gap is $4.27 \%$ a change from $-8.02 \%$ in 2020 .

We have also considered the pay gap based on median total earnings the gap is $4.27 \%$.
6.10 The mean basic pay gap is $3.89 \% \%$ and the mean total pay gap is $3.94 \%$ when comparing disabled to non-disabled employees. There is an $-21.781 \%$ pay gap in total mean pay in grade 2 due to 2 disabled facilities assistants being in receipt of allowances.
6.11 Grade 13 shows a median disability pay gap of $6.70 \%$ this is due to length of service in the role. Whilst there are no other 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.

| 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 <br> (£) | Pay Gap (\%) |
| SA | 1 | 13.04 | 0 |  |  |  |
| 1 | 13 | 11.04 | 7 | 11.04 | 0 | 0.00\% |
| 2 | 17 | 12.19 | 2 | 12.19 | 0 | 0.00\% |
| 3 | 25 | 12.82 | 6 | 12.73 | 0.09 | 0.73\% |
| 4 | 42 | 13.98 | 15 | 13.98 | 0 | 0.00\% |
| 5 | 41 | 15.64 | 10 | 15.64 | 0 | 0.00\% |
| 6 | 36 | 16.58 | 12 | 16.35 | 0.24 | 1.44\% |
| 7 | 42 | 19.22 | 8 | 18.71 | 0.5 | 2.62\% |
| 8 | 14 | 20.6 | 2 | 20.17 | 0.43 | 2.09\% |
| 9 | 22 | 21.66 | 6 | 20.88 | 0.78 | 3.62\% |
| Lecturer | 208 | 23.76 | 55 | 23.76 | 0 | 0.00\% |
| 10 | 16 | 25.25 | 1 | 25.25 | 0 | 0.00\% |
| 11 | 20 | 27.61 | 6 | 27.61 | 0 | 0.00\% |
| 12 | 1 | 30.18 | 0 |  |  |  |
| 13 | 9 | 32.82 | 2 | 30.62 | 2.2 | 6.70\% |
| 14 | 7 | 39.64 | 1 | 39.64 | 0 | 0.00\% |
| 15 | 2 | 51.63 | 0 |  |  |  |
| 16 | 1 | 56.52 | 0 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 518 | 21.52 | 133 | 20.6 | 0.92 | 4.27\% |

## Ethnicity

6.12 Table 27 shows the composition of the workforce based on the classifications used by the College. The workforce is predominantly Scottish which account for $79.5 \%$ of the workforce compared to $18.15 \%$ who is from any other ethnic group; $2.38 \%$ of the workforce has not provided this data.

| Table 27 - Ethnic Composition of the Workforce |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Ethnicity | Organisation <br> Total | All Males |  |  | All Females |  |  |
|  |  | Total | \% of Ethnic Group | \% of All <br> Males | Total | \% of Ethnic Group | \% of All Females |
| 10 Scottish | 534 | 210 | 39.33\% | 78.36\% | 313 | 58.61\% | 80.88\% |
| 11 English | 20 | 9 | 45.00\% | 3.36\% | 11 | 55.00\% | 2.84\% |
| 12 Welsh | 1 | 0 | 0.00\% | 0.00\% | 1 | 100.00\% | 0.26\% |
| 13 Irish | 6 | 2 | 33.33\% | 0.75\% | 4 | 66.67\% | 1.03\% |
| 14 Other White | 13 | 3 | 23.08\% | 1.12\% | 9 | 69.23\% | 2.33\% |
| 15 Mixed | 4 | 0 | 0.00\% | 0.00\% | 4 | 100.00\% | 1.03\% |
| 16 Indian | 3 | 1 | 33.33\% | 0.37\% | 2 | 66.67\% | 0.52\% |
| 17 Pakistani | 1 | 0 | 0.00\% | 0.00\% | 1 | 100.00\% | 0.26\% |
| 19 Chinese | 1 | 1 | 100.00\% | 0.37\% | 0 | 0.00\% | 0.00\% |
| 20 Other Asian | 1 | 0 | 0.00\% | 0.00\% | 1 | 100.00\% | 0.26\% |
| 22 African | 4 | 3 | 75.00\% | 1.12\% | 1 | 25.00\% | 0.26\% |
| 23 - Other African background | 1 | 0 | 0.00\% | 0.00\% | 1 | 100.00\% | 0.26\% |
| 24 - Any other background | 2 | 1 | 50.00\% | 0.37\% | 1 | 50.00\% | 0.26\% |
| 30 Northern Irish | 7 | 3 | 42.86\% | 1.12\% | 4 | 57.14\% | 1.03\% |
| 31 British | 47 | 21 | 44.68\% | 7.84\% | 25 | 53.19\% | 6.46\% |
| 33 Polish | 7 | 2 | 28.57\% | 0.75\% | 5 | 71.43\% | 1.29\% |
| 34 - Arab | 4 | 4 | 100.00\% | 1.49\% | 0 | 0.00\% | 0.00\% |
| 98 Information Refused | 16 | 8 | 50.00\% | 2.99\% | 4 | 25.00\% | 1.03\% |
| Total | 672 | 268 | 39.88\% | 100.00\% | 387 | 57.59\% | 100.00\% |

6.13 Table 28 shows the median basic pay gap of $0 \%$ when comparing Scottish to Non-Scottish employees. The mean basic pay gap is $-0.18 \%$. When reviewing total pay the median is $0 \%$ and the mean total pay gap is $-0.28 \%$.

| 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 (f) | Pay Gap (\%) |
| SA | 0 |  | 0 |  |  |  |
| 1 | 20 | 11.04 | 0 |  |  |  |
| 2 | 12 | 12.19 | 6 | 12.1 | 0.08 | 0.68\% |
| 3 | 24 | 12.82 | 7 | 12.82 | 0 | 0.00\% |
| 4 | 44 | 13.98 | 13 | 13.98 | 0 | 0.00\% |
| 5 | 48 | 15.64 | 3 | 14.93 | 0.71 | 4.53\% |
| 6 | 36 | 16.58 | 13 | 16.11 | 0.48 | 2.87\% |
| 7 | 44 | 19.22 | 6 | 19.22 | 0 | 0.00\% |
| 8 | 11 | 20.11 | 5 | 20.6 | -0.48 | -2.40\% |
| 9 | 22 | 21.66 | 5 | 21.66 | 0 | 0.00\% |
| Lecturer | 217 | 23.76 | 53 | 23.76 | 0 | 0.00\% |
| 10 | 15 | 25.25 | 2 | 24.7 | 0.56 | 2.21\% |
| 11 | 22 | 27.61 | 4 | 27.61 | 0 | 0.00\% |
| 12 | 0 |  | 1 | 30.18 |  |  |
| 13 | 10 | 32.82 | 1 | 32.82 | 0 | 0.00\% |
| 14 | 5 | 39.64 | 3 | 39.64 | 0 | 0.00\% |
| 15 | 2 | 51.63 | 0 |  |  |  |
| 16 | 1 | 56.52 | 0 |  |  |  |
| 19 | 1 | 76.97 | 0 |  |  |  |
| Total | 534 | 21.52 | 122 | 21.52 | 0 | 0.00\% |

6.14 All other protected characteristics are not shown as the data is either incomplete or not statistically valid in that there are less the $5 \%$ of the overall population accounted for.

### 6.14 Summary and Recommendations

Age
The pay gaps within a number of the age ranges are due to within each age the workforce distribution showing more male than female employees in the higher grades. This is particularly apparent in the 25 to 34 and 55 to 64 groups several age groups where there significantly more male employees in grades 8 and above.

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
The Disability Pay Gap is 4.27\% a change from -8.02\% in 2020, -5.61\% in 2018 based on median basic earnings. There are no individual grades where the pay gap is excessive. 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 0\% a change from -5.35\% in 2020 and -1.63\% in 2018 based on median basic earnings. There are no individual grades where the pay gap is greater than 5\% when comparing Scottish employees to all other ethnic groups.

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.

## 7. Overall Conclusions and Recommendations

Since the last report in 2018 there have been several improvements in the overall outcomes.

## Gender Pay Gap

The overall mean gender pay gap based on total pay is continuing to reduce from $9.34 \%$ in $2016,8.41 \%$ in $2018,8.24 \%$ in 2020 to $8.18 \%$; this is based on mean total hourly pay.

There are only three grades where the gender pay gap exceeds $5.00 \%$. These are Grades 2,4 and Grade 9. 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 Grade 4 is due to Standby and Shift payments to Facilities team Leaders. The grade 9 gap is due to one male employee receiving a market forces payment.

## 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.

## 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 has been addressed and now demonstrates there are no overlaps between the individual grades.

## Gender Pay Gap

The key outcomes are as follows:

Mean Gender Pay Gap - Basic Pay $=7.44 \%$
Median Gender Pay Gap - Basic Pay = 7.15\%

Mean Gender Pay Gap - Total Pay $=8.18 \%$
Median Gender Pay Gap - Total Pay = 10.93\%

Full Time Part Time Mean - Basic Pay $=8.19 \%$
Full Time Part Time Median - Basic Pay $=0.68 \%$

Full Time Part Time Mean - Total Pay $=8.74 \%$
Full Time Part Time Median - Total Pay $=0.68 \%$

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 $37.71 \%$ 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 (50.67\%)
compared to males (28.27\%). 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

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 limited to one male employee. 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.

The Market forces payment has been introduced in one specific area and there are only male. 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 pay gaps within the age ranges are due to the workforce distribution showing more male than female employees in the higher grades. This is particularly apparent in the 25 to 34 and 55 to 64 groups several age groups where there significantly more male employees in grades 8 and above.

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

The Disability Pay Gap is $4.27 \%$ based on median basic pay and $3.89 \%$ based on mean basic pay. Grade 13 is the only grade where there is a significant pay gap of $6.70 \%$ which is due to length of service in the role.

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 $0 \%$ based on median basic pay and $-0.18 \%$ on mean basic pay.

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.

