

Gender Pay Gap Report 2019

1. Introduction

1.1 This is our fourth statutory report, published under our Public-Sector Equality Duty that requires us to publish pay gap reports every two years. For this report, we are required to publish gender pay gap information on basic pay, based on the most recent information available.

1.2 In preparing our gender pay gap and occupational segregation information we have used a complete dataset that was used to create the reports which contains 7243 records.

1.3 The gender pay gap looks at how we pay female and male workers by comparing their basic hourly pay. The report compares the basic hourly pay of all staff in each pay band (including the Scottish Living Wage supplement) and calculates a pay gap percentage.

2. Summary of Findings

2.1 Overall, since 2013 our Gender Pay Gap has reduced by 5.7%. Our workforce data shows our Gender Pay Gap as 5.95% in 2017 and 6.29% in 2018 (**Table 1-7**), both of which are significantly better than the reported gender pay gap for Scotland at 16.1% (Scottish Government 2017) and 17.9% for the UK (Office of National Statistics 2018). The marginal increase in 2018 within our Council, is primarily as a result of an increase in the gender pay gap within Education Teaching Management roles.

2.2 Our gender pay gap figures remain low and this is closely connected to: -

- Promoting equality within employment and supporting women to apply for senior roles within the workplace
- Diversity training and taking a zero-tolerance approach to discrimination
- Evaluation of jobs based on the national Job Evaluation Scheme and being a Scottish Living Wage employer
- Our comprehensive range of flexible working options and OD&HR Policies to support those with caring and childcare needs

2.3 In relation to the pay gap information for Race and Disability, the data shows that for disabled groups the pay gap has improved significantly since 2015 and it is now lower than other staff groups at 3.56%. The pay gap for race has increased slightly since 2015, however it is still significantly lower than other staff groups at 3.60% (**Table 2 and Table 3**).

2.4 Dumfries and Galloway has set a performance indicator which is reported annually to measure the top 5% of the workforce in terms of pay and gender split. In 2018, 55.0% of women occupy the top 5% of the workforce based on pay. This represents a positive increase of females in senior positions since 2015 by 4.9%.

3. Occupational Segregation

3.1 The Scottish Government defines occupational segregation as the concentration of men and women: -

- In different kinds of jobs (horizontal segregation)
- In different grades (vertical segregation)

3.2 Horizontal segregation examines whether people of one gender continue to work in stereotypical jobs or occupational sectors i.e. more females are employed in the Catering sector. Vertical segregation looks at where people of one gender may be clustered into more junior levels in the organisation, i.e. disproportionately high levels of female employees in lower banded jobs.

3.3 Occupational segregation is still prevalent within certain job families and we will continue to raise awareness of gender segregation in our recruitment and selection training, both practical and e-learning.

3.4 The occupational segregation information at Dumfries and Galloway Council is illustrated in Tables 8 and 9 and highlights the occupations and occupational sectors where gender bias is apparent. For women, there is a high concentration working in cleaning, catering, clerical/administration, learning assistants and health and social care support. For men, they are predominant in more technical and manual roles such as grounds maintenance, cleansing, driving and refuse collection.

4. Equal Pay Statement 2019

This is the Equal Pay Statement in relation to all employees including Teaching Staff. Dumfries & Galloway Council is committed to the principle of Equal Pay for all its employees in compliance of the Equality Act 2010. Section 149 of the 2010 Act places an obligation on all public sector employers to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, and promote equality of opportunity between men and women. Our equal pay aims are to:

- Commit to the principle of equal pay for work of equal value for all employees
- Eliminate any unfair discrimination, unjust or unlawful practices that impact on pay equality
- Reward fairly the skills and experience of all employees

In particular, the Council will:

- Work in partnership with the Joint Trade Unions and monitor, review and maintain pay and reward systems which ensure delivery of equal pay; taking appropriate measures to ensure fair promotion, development opportunities and tackle occupational segregation

- Provide training and guidance to those involved in determining pay
- Conduct equal pay audits for all employees
- Publish employment information as it relates to pay and gender pay gap information including occupational segregation
- Respond to Equal Pay concerns

5. Improvement Plan: What will we do now?

- We are committed to introducing further measures to reduce our gender pay gap and address any inequalities in specific areas. We will undertake further analysis to understand the reasons for any differences with particular attention to:
 - Where men occupy more senior roles than women in the same occupation
 - Occupational segregation where men and women do the same jobs
- In addition we will:
 - Review our Recruitment and Selection Policy and Practice, focusing on areas where a gender pay gap (e.g. within Education Teaching Management roles) and occupational segregation has been identified
 - Continue to promote fair and transparent recruitment practice through online recruitment and selection training
 - Review our employee reward arrangements
 - Review our workforce planning arrangements including career progression and talent management approaches
 - Work with colleagues and partners to participate in work undertaken to promote opportunities within non-traditional roles and vocational pathways
 - Actively participate/benchmark (both local government and Scotland/UK)

Gender Pay Gap Information (Table 1-7)

Pay Gap Table 1 – Gender data					
2013	2014	2015	2016	2017	2018
11.99%	7.60%	6.92%	6.23%	5.95%	6.29%

Pay Gap Table 2 - Disability data			
2015	2016	2017	2018
6.93%	6.73%	5.90%	3.56%

Pay Gap Table 3 - Race data			
2015	2016	2017	2018
3.37%	3.40%	2.70%	3.60%

Table 4 - GENDER PAY GAP INFORMATION - Main Staffing Group from the 31st March 2018

Equal Pay (based on Pay Grade)	Male	Female	Pay Gap (%)
	Avg Basic Hourly Rate	Avg Basic Hourly Rate	
Band 01	8.51	8.51	0.00
Band 02	8.51	8.51	0.00
Band 03	8.74	8.74	0.04
Band 04	9.58	9.61	-0.34
Band 05	10.69	10.62	0.58
Band 06	11.78	11.72	0.50
Band 07	13.06	13.03	0.25
Band 08	14.44	14.53	-0.66
Band 09	16.03	16.01	0.16
Band 10	17.85	17.77	0.44
Band 11	20.18	20.09	0.43
Band 12	22.02	22.11	-0.38
Band 13	24.67	24.04	2.53
Band 14	26.87	26.85	0.08
Band 15	30.10	29.61	1.62
Chartered Teacher	21.59	21.72	-0.58
Headteacher & Depute HT Job Sized	30.01	27.84	7.22
Principal Teacher Job Sized	24.39	23.11	5.23
Unpromoted Teachers	18.01	18.29	-1.55
Totals:	13.76	14.69	6.29

Notes:

1. Negative values indicated a pay gap percentage in favour of female workers.
2. 7243 employee records were considered in this report. In total there was an individual headcount of 6448.
3. Grades with fewer than 5 employees were removed from the table to preserve confidentiality. However, the pay gap percentage was not adjusted, so as to properly reflect the total employee group.
4. Pay grades where only people of one gender were removed. However, the pay gap percentage was not adjusted, so as to properly reflect the total employee group.
5. The Scottish Living Wage adjustment was included within this report.

Table 5 GENDER PAY GAP INFORMATION - Senior Officer Group from the 31st March 2018

Equal Pay Group (Senior Officers)	SCP	Value (£)	Conditions	Male	Female	Pay Gap (%)
				Count	Count	
Band 16 + Band 17	108	60273	Single Status	9	5	-1.18
	109	61134				
	111	63012				
	112	63912				
	114	65865				
	115	66879				
	118	69939				
Chief Officer 01 + Chief Officer 02 + Chief Officer 03 + Chief Officer 05	928	70620	Chief Officers	12	6	-0.72
	930	74260				
	932	77876				
	933	79708				
	938	88769				
Headteacher & Depute HT Conserved + Headteacher & Depute HT Job Sized	HT01	45111	Teachers	48	97	7.22
	HT02	46500				
	HT03	48033				
	HT04	49683				
	HT05	51330				
	HT06	52725				
	HT07	54255				
	HT08	55779				
	HT09	57300				
	HT10	58830				
	HT11	61374				
	HT12	63918				
	HT13	65148				
	HT14	68997				
	HT15	72804				
	HT16	76617				
	HT17	80436				
Totals:				69	108	11.96

Notes:

1. Negative values indicated a pay gap percentage in favour of female workers.
2. 177 employee records were considered in this report.
3. Groupings were determined in terms of level of pay while ensuring that the number of male/female employees gave confidentiality.

Table 6 DISABILITY PROFILE PAY GAP INFORMATION - Main Staff Group from the 31st March 2018

Equal Pay (based on Pay Grade)	Non Disabled	Disabled	Pay Gap (%)
	Avg Basic Hourly Rate	Avg Basic Hourly Rate	
Band 01	8.51	8.51	0.00
Band 02	8.51	8.51	0.00
Band 03	8.74	8.72	0.23
Band 04	9.60	9.63	-0.31
Band 05	10.64	10.58	0.54
Band 06	11.73	11.75	-0.18
Band 07	13.04	13.01	0.17
Band 08	14.50	14.44	0.42
Band 10	17.77	17.91	-0.80
Unpromoted Teachers	18.62	17.85	4.10
Totals	14.04	13.54	3.56

Notes:

1. Negative values indicated a pay gap percentage in favour of disabled workers.
2. 6766 employee records were considered in this report. In total there was an individual headcount of 6021.
3. 11 Employees with disabilities have multiple positions. 591 employees that do not have a disability, have multiple positions.
4. Grades with fewer than 5 employees were removed from the table to preserve confidentiality. However, the pay gap percentage was not adjusted, so as to properly reflect the total employee group.
5. This report does not include employees that did not answer or answered "Not Known".
6. The Scottish Living Wage adjustment was included within this report.

TABLE 7 RACE (ETHNIC AND NON-ETHNIC) PAY GAP INFORMATION - Main Staff Groups from the 31st March 2018

Equal Pay (Based on Pay Grade)	Non Ethnic	Ethnic	Pay Gap (%)
	Avg Basic Hourly Rate	Avg Basic Hourly Rate	
Band 01	8.51	8.51	0
Band 05	10.64	10.44	1.84
Unpromoted Teachers	18.59	18.91	-1.72
Totals:	13.99	13.49	3.6

Notes:

1. 6529 employee records were considered in this report. In total there was an individual headcount of 5907.

2. Both groupings have multiple records, indicating that some employees have multiple positions. Less than 5 Ethnic employees have multiple positions.
3. This report does not include employees that did not answer or answered "Not Known"/"Not Disclosed".
4. The Scottish Living Wage adjustment was included within this report.

Occupational Segregation Tables

Table 8 -VERTICAL OCCUPATIONAL SEGREGATION - From 31st March 2018

This report looks at instances of people of one gender clustered at more junior levels in the organisation.

Job Title	Pay Band (Average hourly rate or equivalent)	Female %	Male %
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CLEANER (529)	Band 1 £6.83 - £7.45	90	10
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Note: Band 1 contains 592 employee records with 8 different job titles

CLERICAL ASSISTANT/RECEPTIONIST (11)	Band 2 £7.46 - £8.26	100	0
CLERICAL ASSISTANT (112)		93	7
RECEPTIONIST (6)		100	0.
GENERAL ASSISTANT (12)		100	0
COOK 1 (247)		98.78	1.21

Note: Band 2 contains 440 employee records with 24 different job titles

CLEANING SUPERVISOR (20)	Band 3 £8.27 - £9.14	100	0
SENIOR CLERICAL ASSISTANT (240)		96.25	3.75
REFUSE OPERATIVE (46)		2.17	97.83
GROUNDSPERSON (27)		3.70	96.30
DRIVER 1 (12)		8.33	91.67
CLEANSING OPERATIVE (7)		0	100
HGV & PLANT FITTER (11)		0	100
GROUNDSPERSON (27)		3.70	96.30
REFUSE OPERATIVE (46)		2.17	97.83
REFUSE/RECYCLING OPERATIVE (13)		0	100
STREETSCENE OPERATIVE 1 (48)		0	100

Note: Band 3 contains 825 employee records with 56 different job titles

ADMINISTRATIVE ASSISTANT (21)	Band 4 £9.15 - £10.13	90.47	9.52
ADMINISTRATIVE ASSISTANT SECONDARY SCHOOL (15)		100	0
LIBRARY ASSISTANT (14)		92.8	7.14
COOK 3 (50)		98	2
CUSTOMER SERVICES ADVISOR (55)		90.90	9.09
STREETSCENE OPERATIVE 2 (15)		0	100

Note: Band 4 contains 243 employee records with 36 different job titles

ADMINISTRATIVE ASSISTANT (25)	Band 5 £10.14 - £11.22	100	0
ADMINISTRATIVE ASSISTANT CP/LAC (15)		100	0
CARE & SUPPORT WORKER (203)		96.55	3.45
COOK 4 (22)		95.45	4.55
CUSTOMER SERVICES ADVISOR REGISTRATION (11)		90.91	9.09
EARLY YEARS SUPPORT ASSISTANT (52)		96.15	3.85
HEALTH & SOCIAL CARE SUPPORT WORKER (38)		100	0
LOCALITY SUPPORT ADMINISTRATIVE ASSISTANT (8)		100	0
REFUSE DRIVER (17)		0	100
ROADS OPERATIVE (55)		0	100
JOINER (10)	0	100	

Note: Band 5 contains 1360 employee records with 79 different job titles

COMMUNITY LEARNING & DEVELOPMENT ASSISTANT (15)	Band 6 £11.23 - £12.42	100	0
EARLY YEARS SUPPORT ASSISTANT (52)		96.08	3.92
HOMELESS PERSONS ASSISTANT (9)		100	0
LEARNING ASSISTANT (621)		96.61	3.38
SENIOR ADMINISTRATOR (6)		100	0
SENIOR ROADS OPERATIVE (16)		0	100
APPROVED ELECTRICIAN (7)		0	100

Note: Band 6 contains 215 employee records with 53 different job titles

ADMINISTRATIVE OFFICER (26)	Band 7 £12.43 - £13.76	92.31	7.69
CARE CO-ORDINATOR (35)		94.29	5.71
EMPLOYABILITY LINK WORKER (10)		90	10
FAMILY SUPPORT WORKER (17)		94.12	5.88
OCCUPATIONAL THERAPY ASSISTANT (9)		100	0
SENIOR LEARNING ASSISTANT (18)		100	0
SUPPORT CO-ORDINATOR (27)		92.59	7.41
COMMUNITY ASSETS SUPERVISOR (11)		0	100
ICT NETWORK ADMINISTRATOR (10)		0	100
ICT TECHNICIAN (7)		0	100
MULTI TRADE SUPERVISOR (13)		0	100

Note: Band 7 contains 609 employee records with 116 different job titles

Notes:

* Hourly Rates were used to determine where people were placed on the table. Where employees were paid at a different rate they were assimilated into the appropriate equivalent banding

Table 9 - HORIZONTAL OCCUPATIONAL SEGREGATION - From 31st March 2018

This report looks at instances of people in one gender working in stereotypical jobs or occupational sectors.

Job Title	Pay Band (Average hourly rate or equivalent)	100%
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CLERICAL ASSISTANT/RECEPTIONIST (11) RECEPTIONIST (6) GENERAL ASSISTANT (12)	Band 2 £7.46 - £8.26	Female
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Note: Band 2 contains 440 employee records with 24 different job titles

CLEANING SUPERVISOR (20)	Band 3 £8.27 - £9.14	Female
CLEANSING OPERATIVE (7)		Male
HGV & PLANT FITTER (11)		
REFUSE/RECYCLING OPERATIVE (13)		
STREETSCENE OPERATIVE 1 (48)		

Note: Band 3 contains 825 employee records with 56 different job titles

ADMINISTRATIVE ASSISTANT SECONDARY SCHOOL (15)	Band 4 £9.15 - £10.13	Female
STREETSCENE OPERATIVE 2 (15)		Male

Note: Band 4 contains 243 employee records with 36 different job titles

ADMINISTRATIVE ASSISTANT (25) ADMINISTRATIVE ASSISTANT CP/LAC (15) HEALTH & SOCIAL CARE SUPPORT WORKER (38) LOCALITY SUPPORT ADMINISTRATIVE ASSISTANT (8)	Band 5 £10.14 - £11.22	Female
JOINER (10) REFUSE DRIVER (17) ROADS OPERATIVE (55)		Male

Note: Band 5 contains 1360 employee records with 79 different job titles

COMMUNITY LEARNING & DEVELOPMENT ASSISTANT (15) HOMELESS PERSONS ASSISTANT (9) SENIOR ADMINISTRATOR (6)	Band 6 £11.23 - £12.42	Female
SENIOR ROADS OPERATIVE (18) APPROVED ELECTRICIAN (7)		Male

Note: Band 6 contains 215 employee records with 53 different job titles

OCCUPATIONAL THERAPY ASSISTANT (9) SENIOR LEARNING ASSISTANT (18)	Band 7 £12.43 - £13.76	Female
COMMUNITY ASSETS SUPERVISOR (11) ICT NETWORK ADMINISTRATOR (10) ICT TECHNICIAN (7) MULTI TRADE SUPERVISOR (13)		Male

Note: Band 7 contains 609 employee records with 116 different job titles

CLERK OF WORKS (8)	Band 8 £13.77 - £15.26	Male
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Note: Band 8 contains 291 employee records with 112 different job titles

EDUCATIONAL VISITOR (10) SENIOR PRACTITIONER OCCUPATIONAL THERAPY (8)	Band 11 £19.06 - £21.15	Female
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Note: Band 11 contains 152 employee records with 71 different job titles