



# Pay Gap and Occupational Segregation Report 2021/22

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# Introduction

Since 2013, listed public bodies in Scotland have a duty to publish gender pay gap information every two years, under the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

The information detailed in this report has been compiled from pay and employee's protected characteristics information held within the Council's HR and Payroll system (iTrent) at a snapshot date of 31 March 2021 and 2022.

During 2023, we plan to update the equality definitions in the Council's payroll and Human Resources System (iTrent) in line with the 2022 Census. Following this there will be engagement and communication to all employees to reinforce the importance and merits of disclosing equality information. It is anticipated that along with the success of rolling out MyDetails self-service which enables a high number of employees to access and update their equality information directly into the HR/Payroll System, that this approach will help facilitate greater disclosure of information.

The Council's job evaluation scheme provides a robust means of achieving a fair and transparent grading structure which is free from bias and satisfies the principles of equal pay for work of equal value. By contrast our pay gap fluctuates with the changing composition of the workforce and this impacts on the average pay rates from year to year. Each salary band has a number of scale points with new employees usually being placed on the lowest point of the salary band. All employees are entitled to incremental progression until they reach the top scale point for that salary band.

**The gender pay gap is the difference between the average hourly rates of pay of men and women expressed as a percentage where a positive figure indicates that women are paid less than men. The gender pay gap is different from equal pay, which is a direct comparison of two people or groups carrying out the same or an equivalent role.**

# The gender pay gap figures explained

## Mean and Median Pay Gap

We look at both the mean (average) and median (middle) for pay reporting. The mean difference is the difference in average hourly pay; adding all pay rates together and dividing by the total number of people.

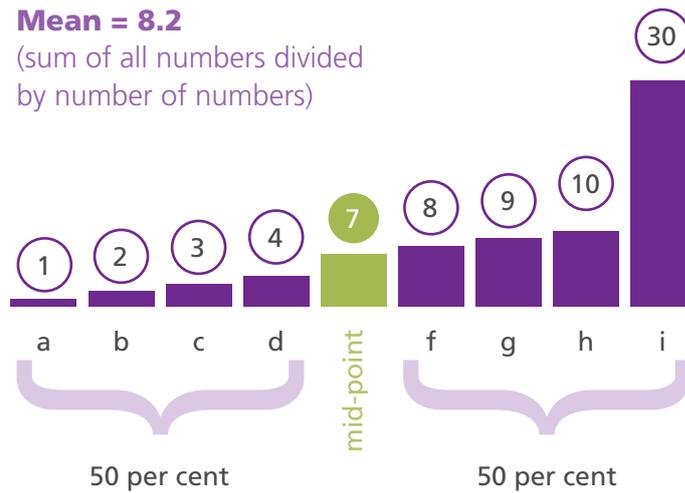
The median difference is the difference in hourly pay between the middle paid (the person at the mid-point if you were to line all employees up from low to high pay) male employee and middle paid female employee.

### Median = 7

(mid-point)

### Mean = 8.2

(sum of all numbers divided by number of numbers)



**The median is the most representative measure as it stops a small amount of very high or low salaries skewing the results.**



## How Are Pay Quartiles Calculated

**Our workforce is divided into four pay quartiles, from lowest to highest hourly pay. We then report the proportions of male and female employees in the lower, lower middle, upper middle and upper quartile pay bands.**

Headlines about the gender pay gap tend to focus on the median figure, which ignores the extremes and is therefore thought to be the most representative measure. It is however important to report all of these measures. Each one tells something different about the underlying causes of the gender pay gap and each one can mask issues that another may highlight.

If there is a big difference between an organisation's mean and median pay gap this indicates that the dataset is skewed – either by the presence of low earners (making the mean lower than the median) or by a group of high earners (making the mean bigger than the median).

Taking a snapshot of this data on a set date, as required by regulation, creates a level playing field for all reporting organisations. However, it masks the fluidity of gender pay gaps, which can fluctuate from month to month and across pay quartiles depending on changes to headcount (e.g. placing within the salary band can also result in a higher rate of pay when, for example, a new start is paid at the first point of the salary band for the job and those who have been in the job for longer are further up the incremental scale or at the top point for the job).

The Councils gender pay gap figures are based on the snapshot pay period of March 2021 and 2022 and are shown as female to male pay where:

- A positive percentage figure indicates that typically or overall, female employees have lower pay than male employees.
- A negative percentage figure indicates typically or overall, male employees have lower pay than female employees.



# Key Messages from the March 2021 and March 2022 Data

## **Dumfries and Galloway Council is committed to workforce equality and diversity.**

Males and females who do the same work or work of equal value are paid the same.

The Council employs a higher proportion of women than men and there are more women than men in all four pay quartiles.

The mean average gender pay gap has remained relatively static at 4.65%; this is significantly lower than the 10.4% mean pay gap for Scottish Public Sector bodies and 11% mean pay gap for Scotland (Office for National Statistics).

There is a slightly wider median gender pay gap of 7.18% at the Council, however this is significantly lower than the reported 12.7% median pay gap for Scottish Public Sector bodies and 12.2% median pay gap for Scotland (Office for National Statistics).

Of the Council's top 5% of earners, the majority (56.6%) were females. However this is still lower and not fully reflective of the overall female composition of the workforce.

The Council has consolidated the Scottish Living Wage into the pay and grading structure.

Dumfries and Galloway Council has a number of employees in social care roles which are more likely to be in the lower pay quartiles and are roles predominantly held by female staff.

Progress on actions being embedded into practice continues and further actions are being developed so that there is continued support to help drive improvements by investing in employee development programmes, supporting the workforce to grow their skills, abilities and confidence and enhancement of career pathways.

Family friendly flexible working options and employment benefits are provided.

New initiatives and developments continue, and the Council regularly evaluate progress with the pay gaps being just one aspect of a wider workforce equality commitment.

Our disabled mean pay gap is 5.53% in favour of non-disabled employees; and this is an increase from the 0.60% mean pay gap reported in 2019/20. Our disabled median pay gap is slightly wider at 7.93%; however this is a reduction from 6.63% reported for the previous year. It is important to highlight that this is based on information disclosed from employees on a voluntary basis;



and it is likely that the number of our employees with a disability is higher than the number who have disclosed a disability. We must therefore be careful about drawing conclusions from a limited data set. We will continue to encourage employees to disclose this information.

Our race mean pay gap is 6.47% in favour of White employees; and this is an increase from the 1.66% mean pay gap reported in 2019/20. Our race median pay gap is slightly wider at 7.37%; however this is a reduction from 7.93% reported for the previous year. BAME employees have a greater representation in the lower pay quartiles and this is a contributing factor to the pay gap.

We will develop representative staff network groups and seek to have measures in place to remove all barriers, build confidence and empower all staff to help develop their skills and ensure a fulfilling and rewarding career.

The Government acknowledges that actions taken to reduce the pay gaps may take a number of years and it cannot be assumed that the gap will significantly change year on year.

# Dumfries Council – figures and analysis as at 31 March 2021 and 2022

## Gender Pay Gap

### ALL EMPLOYEES (including Teaching)

Mean (average) pay gap is

**4.65%**

(This is similar to the previous year figure of 4.66%).

The mean is the total of all females pay divided by the number of females and is compared to the total of all males pay, divided by the number of males

Female mean average pay is £16.04 per hour and Male mean average pay is £16.83 per hour.

The difference is expressed as a percentage.

It is used because it includes all the pay from the highest to the lowest, but it can be affected by the higher earners.

**£1**

**95p**

**Men**

**Women**

Median (Mid-point) pay gap is

**7.18%**

(This is an increase on the previous year figure of 5.87%).

The median is the middle number in a list from lowest to highest.

Female mid-point pay is £13.30 per hour and male mid-point pay is £14.33.

The difference is expressed as a percentage.

It is used because it represents the middle value, in this case the pay level and is not so influenced by the highest or lowest earners but is affected by the distribution of men and women across the workforce.

**£1**

**93p**

**Men**

**Women**

### TEACHING EMPLOYEES

Mean (average) pay gap is

**4.89%**

(This is similar to the previous year figure of 4.91%).

Female mean average pay is £23.99 per hour and Male mean average pay is £25.22 per hour.

The difference is expressed as a percentage.

**£1**

**95p**

**Men**

**Women**

Median (Mid-point) pay gap is

**0%**

(This is the same as the previous year figure of 0%).

Female mid-point pay is £23.36 per hour and male mid-point pay is £23.36.

**£1**

**£1**

**Men**

**Women**

**Average mean pay for Teaching employees is less for women compared to men, whereas the median pay is the same for male and female Teaching employees.**

# Gender Pay Gap

## ALL EMPLOYEES (including Teaching)

Salary Band	2021			2022		
	Male Average Hourly Rate (£)	Female Average Hourly Rate (£)	Pay Gap (%)	Male Average Hourly Rate (£)	Female Average Hourly Rate (£)	Pay Gap (%)
Band 01	9.78	9.78	0.00	9.78	9.78	0
Band 02	10.03	10.03	0.01	10.03	10.03	-0.05
Band 03	10.33	10.34	-0.02	10.32	10.32	0.03
Band 04	10.86	11.02	-1.51	10.92	10.98	-0.59
Band 05	12.10	12.10	0.01	12.04	12.09	-0.44
Band 06	13.24	13.25	-0.07	13.20	13.29	-0.73
Band 07	14.63	14.57	0.43	14.57	14.59	-0.14
Band 08	16.26	16.26	-0.01	16.13	16.23	-0.63
Band 09	18.09	18.00	0.47	17.98	17.88	0.56
Band 10	19.95	19.83	0.60	19.89	19.77	0.63
Band 11	22.58	22.40	0.80	22.53	22.30	1.03
Band 12	24.49	24.78	-1.19	24.51	24.68	-0.70
Band 13	27.36	26.49	3.18	27.40	26.46	3.42
Band 14	30.42	30.10	1.05	30.23	29.92	1.02
Band 15	33.69	33.17	1.52	33.75	33.44	0.93
Band 16	37.49	37.40	0.24	37.76	36.90	2.29
Chartered Teacher	25.12	25.25	-0.51	25.81	25.87	-0.24
Headteacher & Depute HT Job Sized	34.90	32.33	7.38	35.88	32.95	8.16
Principal Teacher Job Sized	28.16	26.94	4.35	28.83	27.58	4.34
Unpromoted Teachers	21.65	21.70	-0.23	22.21	22.23	-0.10
<b>Totals</b>	<b>16.76</b>	<b>15.98</b>	<b>4.66</b>	<b>16.83</b>	<b>16.04</b>	<b>4.65</b>

Negative values indicate a pay gap percentage in favour of female employees

The 2021 data is based on 7069 employee records, with an individual headcount of 6344

The 2022 data is based on 7380 employee records, with an individual headcount of 6604

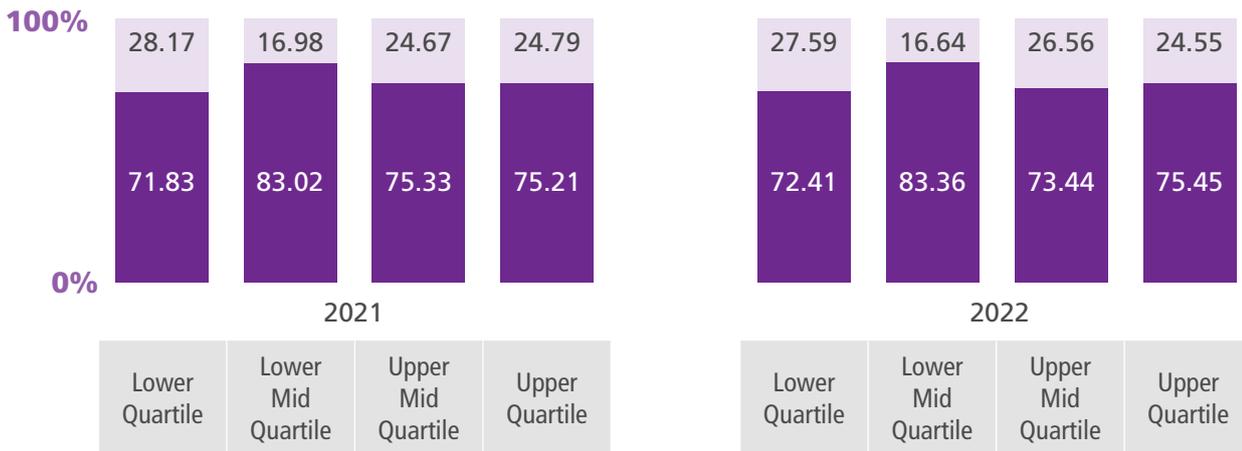
Grades with fewer than 5 employees were removed from the table to preserve confidentiality. Grades with employees of one gender were also removed. However, the pay gap was not adjusted, to properly reflect the total employee group.

# Gender Pay Gap

## Proportion of males and females in each pay quartile across the Council workforce

This table shows where employees are in the pay scales. The scale is broken into 4 parts or quartiles.

Male  
Female



The expectation is that the gender breakdown in each quartile would reflect the overall composition of females and males within our workforce.

Whilst the Council employs more females and less males overall, analysis shows that there are proportionately more men in the higher pay quartiles and more women in the lower mid quartile. As a result the 'middle male' is in the upper mid quartile and the 'middle female' is in the lower mid quartile.

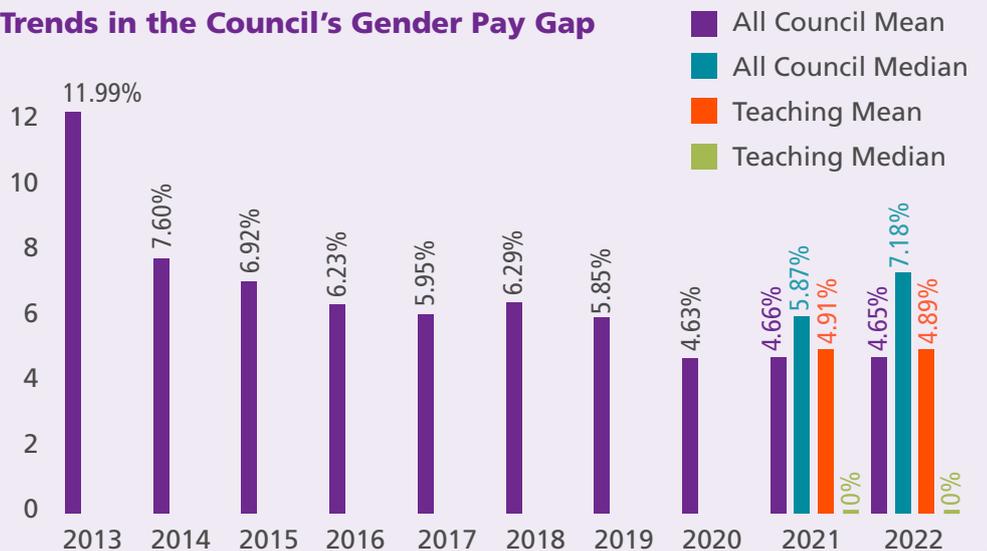
## Why is there a pay gap and what is the data telling us?

Analysis of the data shows that women have greater representation in the lower pay quartiles and there are disproportionately more men in the upper pay quartiles. This is a contributing factor to the gender pay gap.

The midpoint for men lies in the Upper Mid Quartile whereas the mid-point for women lies in the Lower Mid Quartile.

Our workforce is primarily women, combined with a greater proportion of females in lower level roles. This means that a relatively minor changes in staff, especially in higher paid roles can cause a big change in our headline gender pay gap.

## Trends in the Council's Gender Pay Gap



# Race Pay Gap

## ALL EMPLOYEES (including Teaching)

Mean (average) pay gap is

**6.47%**

(This is an increase on the previous year figure of 3.85%)

The mean is the total of all BAME employee's pay divided by the number of BAME employees and is compared to the total of all White employee's pay divided by the number of White employees.

BAME employees mean average pay is £15.09 per hour and White employees mean average pay is £16.14 per hour.

The difference is expressed as a percentage.

It is used because it includes all the pay from the highest to the lowest, but it can be affected by the higher earners.

The median is the middle number in a list from lowest to highest.



Median (Mid-point) pay gap is

**7.37%**

(This is an improvement on the previous year figure of 7.93%).

BAME employees mid-point pay is £12.42 per hour and White employees mid-point pay is £13.41 per hour.

The difference is expressed as a percentage.

It is used because it represents the middle value, in this case the pay level and is not so influenced by the highest or lowest earners but is affected by the distribution of BAME and White employees across the workforce.



## TEACHING EMPLOYEES

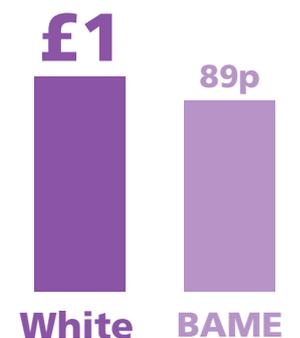
Mean (average) pay gap is

**11.34%**

(This is higher to the previous year figure of 2.66%).

BAME employee's mean average pay is £21.87 per hour and White employee's mean average pay is £24.67 per hour.

The difference is expressed as a percentage.



Median (Mid-point) pay gap is

**0%**

(This is the same as the previous year figure of 0%).

BAME employee's mid-point pay is £23.26 per hour and White employee's mid-point pay is £23.26.



Average mean pay for Teaching employees is less for BAME employees compared to White employees, whereas median pay is the same for BAME and White employees.

# Race Pay Gap

## ALL STAFF

Salary Band	2021			2022		
	White Average Hourly Rate (£)	BAME Average Hourly Rate (£)	Pay Gap (%)	White Average Hourly Rate (£)	BAME Average Hourly Rate (£)	Pay Gap (%)
Band 01	9.78	9.78	0.00	9.78	9.78	0.00
Band 02	10.03	10.01	0.28	10.03	10.01	0.21
Band 05	12.10	12.15	-0.45	12.08	12.04	0.27
Band 07	-	-	-	14.59	14.29	2.03
Band 10	19.84	19.83	0.05	-	-	-
Unpromoted Teachers	22.15	21.95	-0.89	22.45	21.56	4.00
<b>Totals</b>	<b>16.14</b>	<b>15.52</b>	<b>3.85</b>	<b>16.14</b>	<b>15.09</b>	<b>6.47</b>

Negative values indicate a pay gap percentage in favour of BAME employees

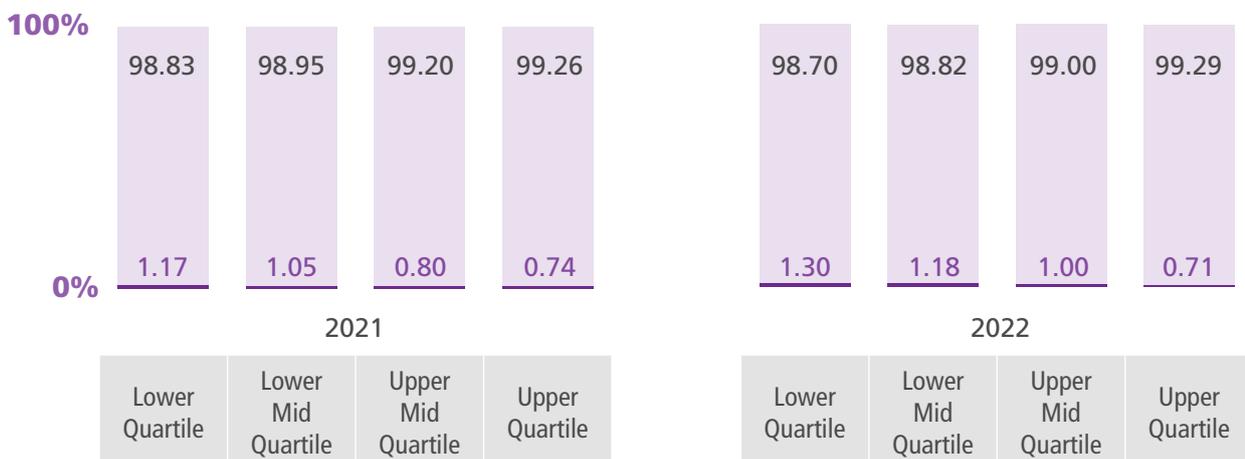
The 2021 data is based on 7069 employee records, with an individual headcount of 6344

The 2022 data is based on 7380 employee records, with an individual headcount of 6604 total employee group.

Grades with fewer than 5 employees were removed from the table to preserve confidentiality. Grades with employees of one race were also removed. However, the pay gap was not adjusted, to properly reflect the total employee group.

## Proportion of White and BAME employees in each pay quartile across the Council workforce

This table shows where employees are in the pay scales. The scale is broken into 4 parts or quartiles.



# Race Pay Gap

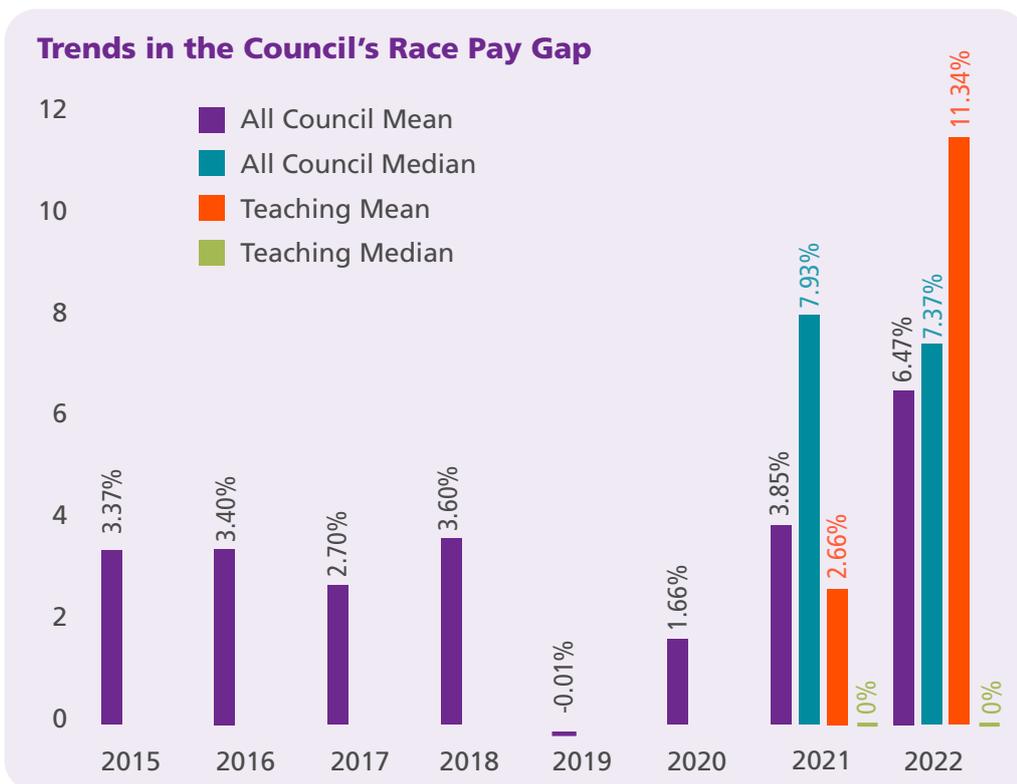
\*Please note that the data on page 80 excludes the percentage of the workforce who preferred not to answer/did not answer for this protected characteristic.

The expectation is that the breakdown in each quartile would reflect the overall composition of BAME and White employees within our workforce.

The 'middle white employee' is in the upper mid quartile and the 'middle BAME employee' is in the lower mid quartile.

## Why is there a pay gap and what is the data telling us?

Analysis of the data shows that BAME employees have greater representation in the lower pay quartiles and there are disproportionately more White employees in the upper pay quartiles. This is a contributing factor to the Race pay gap. The midpoint for White employees lies in the Upper Mid Quartile whereas the mid-point for BAME employees lies in the Lower Mid Quartile.



# Disability Pay Gap

## ALL EMPLOYEES (including Teaching)

Mean (average) pay gap is

**5.53%**

(This is an increase on the previous year figure of 3.46%)

The mean is the total of all Disabled employees pay divided by the number of Disabled employees and is compared to the total of all Non-disabled employee's pay, divided by the number of Non-disabled employees.

Disabled employees mean average pay is £15.32 per hour and Non-disabled employees mean average pay is £16.21 per hour.

The difference is expressed as a percentage.

It is used because it includes all the pay from the highest to the lowest, but it can be affected by the higher earners.

£1



Non-disabled

94p



Disabled

Median (Mid-point) pay gap is

**7.93%**

(This is an increase on the previous year figure of 6.63%).

The median is the middle number in a list from lowest to highest.

Disabled employees mid-point pay is £12.42 per hour and Non-disabled employees mid-point pay is £13.48 per hour.

The difference is expressed as a percentage.

It is used because it represents the middle value, in this case the pay level and is not so influenced by the highest or lowest earners but is affected by the distribution of BAME and White employees across the workforce.

£1



Non-disabled

92p



Disabled

## TEACHING EMPLOYEES

Mean (average) pay gap is

**7.55%**

(This is higher to the previous year figure of 6.66%).

Disabled employees mean average pay is £22.79 per hour and Non-Disabled employees mean average pay is £24.65 per hour.

The difference is expressed as a percentage.

£1



Non-disabled

92p



Disabled

Median (Mid-point) pay gap is

**0%**

(This is the same as the previous year figure of 0%).

Disabled employees mid-point pay is £23.26 per hour and Non-disabled employees mid-point pay is £23.26.

£1



Non-disabled

£1



Disabled

**Average mean pay for Teaching employees is less for Disabled employees compared to Non-disabled employees, whereas median pay is the same for Disabled and Non-disabled employees.**

# Disability Pay Gap

## ALL STAFF

Salary Band	2021			2022		
	Non-Disabled Average Hourly Rate (£)	Disabled Average Hourly Rate (£)	Pay Gap (%)	Non-Disabled Average Hourly Rate (£)	Disabled Average Hourly Rate (£)	Pay Gap (%)
Band 01	9.78	9.78	0.00	9.78	9.78	0.00
Band 02	10.03	10.03	0.05	10.03	10.04	-0.11
Band 03	10.34	10.31	0.26	10.32	10.29	0.24
Band 04	10.96	10.90	0.58	10.96	10.85	0.99
Band 05	12.11	11.96	1.21	12.08	11.95	1.09
Band 07	14.59	14.43	1.09	14.58	14.46	0.83
Band 08	16.25	16.41	-0.97	16.18	16.27	-0.57
Band 09	18.00	18.35	-1.94	17.90	18.16	-1.47
Band 10	19.81	20.26	-2.28	19.77	20.18	-2.07
Band 11	-	-	-	22.37	22.13	1.09
Unpromoted Teachers	21.98	20.91	4.86	22.51	21.79	3.21
<b>Totals</b>	<b>16.20</b>	<b>15.64</b>	<b>3.46</b>	<b>16.21</b>	<b>15.32</b>	<b>5.53</b>

Negative values indicate a pay gap percentage in favour of disabled employees

The 2021 data is based on 7,069 employee records, with an individual headcount of 6,344

The 2022 data is based on 7,380 employee records, with an individual headcount of 6,604

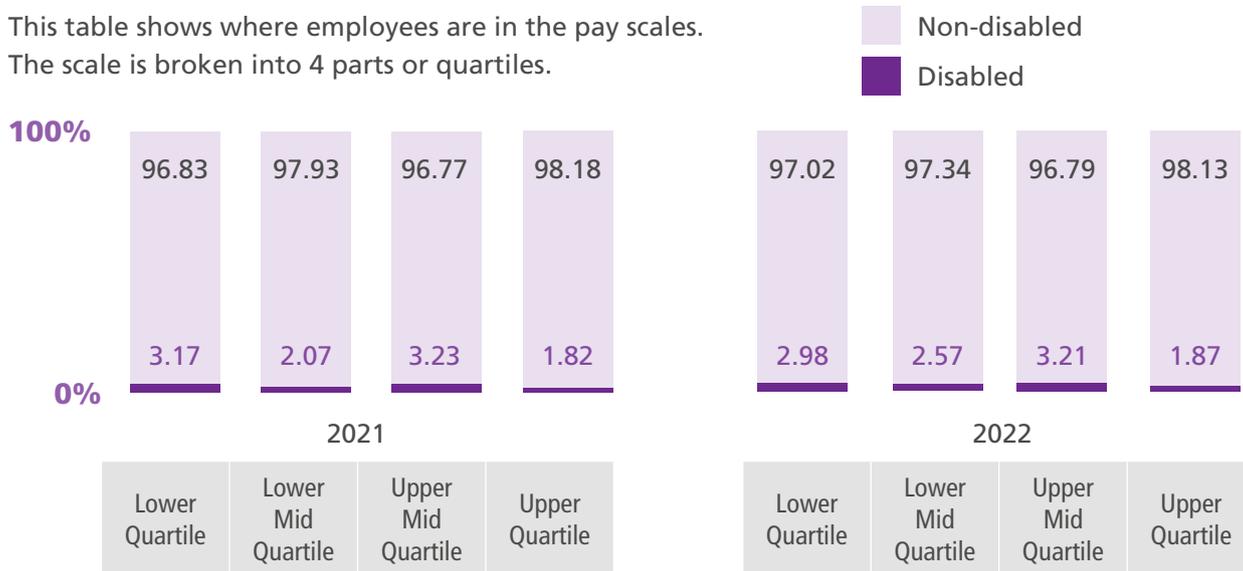
Grades with fewer than 5 employees were removed from the table to preserve confidentiality.

Grades with employees in only the disabled or non-disabled category were also removed. However, the pay gap was not adjusted to properly reflect the total employee group

# Disability Pay Gap

## Proportion of disabled and non-disabled employees in each quartile

This table shows where employees are in the pay scales. The scale is broken into 4 parts or quartiles.



\*Please note that the above data excludes the percentage of the workforce who preferred not to answer/did not answer for this protected characteristic.

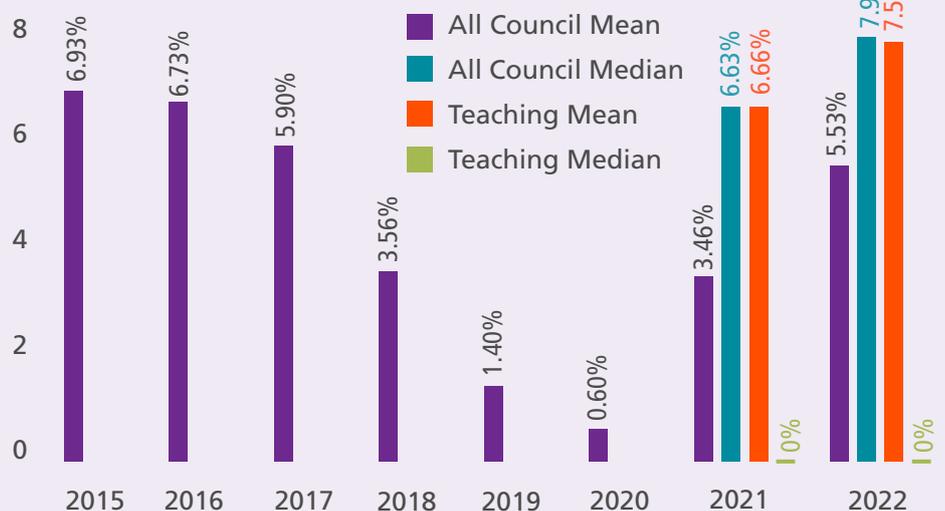
The expectation is that the breakdown in each quartile would reflect the overall composition of Disabled and Non-disabled employees within our workforce.

The 'middle non-disabled employee' is in the upper mid quartile and the 'middle disabled employee' is in the lower mid quartile.

## Why is there a pay gap and what is the data telling us?

Analysis of the data shows that Disabled employees have greater representation in the lower pay quartiles and there are disproportionately more Non-disabled employees in the upper pay quartile. This is a contributing factor to the Disability pay gap. The midpoint for Non-disabled employees lies in the Upper Mid Quartile whereas the mid-point for Disabled employees lies in the Lower Mid Quartile.

### Trends in the Council's Disability Pay Gap



# Occupational Segregation

Occupational segregation is the concentration of men and women in particular grades and particular occupations. The causes and drivers of the gender pay gap are complex and interrelated and include occupational segregation of men and women into different job sectors and industries.



Occupational segregation is described in the following groupings, and the following table gives an indication of the type of Council jobs in each grouping.

 Admin, Clerical & Customer Support	 Care	 Facilities Support	 Management	 Practitioner	 Technical
<ul style="list-style-type: none"> <li>Admin Support</li> <li>Clerical Support</li> <li>Customer Services</li> </ul>	<ul style="list-style-type: none"> <li>Care &amp; Support Workers</li> <li>School Support (e.g. Learning Assistant/ Nursery Nurse)</li> <li>Youth Workers</li> </ul>	<ul style="list-style-type: none"> <li>Cleaners</li> <li>Cooks</li> <li>Waste Refuse Operatives</li> <li>Roads Operatives</li> </ul>	<ul style="list-style-type: none"> <li>Senior Managers</li> <li>Supervisors</li> <li>Team Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Advisors</li> <li>Audit staff</li> <li>Finance Staff</li> <li>Planners</li> <li>Principal Officers</li> <li>Project Managers/ Officers</li> <li>Procurement</li> </ul>	<ul style="list-style-type: none"> <li>Business Technology Support</li> <li>Drivers</li> <li>Technicians</li> <li>Trades</li> </ul>

## Occupational Segregation 2022 (Excluding Teaching Employees)

Salary Band	Total		Admin, Clerical & Customer Support		Care		Facilities Support		Management		Practitioner		Technical	
	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %	Male %	Female %
Band 01	17.07	82.93	66.67	33.33	23.81	76.19	14.37	85.63	100.00	0.00	40.00	60.00	100.00	0.00
Band 02	3.97	96.03	4.40	95.60	11.54	88.46	1.18	98.82	0.00	0.00	0.00	0.00	83.33	16.67
Band 03	42.86	57.14	13.06	86.94	23.40	76.60	65.04	34.96	0.00	0.00	100.00	0.00	55.95	44.05
Band 04	36.90	63.10	12.62	87.38	25.00	75.00	47.37	52.63	0.00	0.00	0.00	100.00	73.33	26.67
Band 05	13.46	86.54	15.10	84.90	4.32	95.68	76.00	24.00	33.33	66.67	50.00	50.00	60.53	39.47
Band 06	29.59	70.41	12.28	87.72	24.24	75.76	63.16	36.84	0.00	0.00	33.33	66.67	58.33	41.67
Band 07	24.45	75.55	16.00	84.00	5.63	94.37	90.00	10.00	21.05	78.95	38.24	61.76	81.65	18.35
Band 08	39.44	60.56	30.85	69.15	21.77	78.23	0.00	0.00	27.27	72.73	45.00	55.00	80.82	19.18
Band 09	31.61	68.39	47.06	52.94	2.86	97.14	80.00	20.00	19.44	80.56	25.93	74.07	54.05	45.95
Band 10	17.08	82.92	30.00	70.00	7.74	92.26	0.00	100.00	27.27	72.73	46.43	53.57	50.00	50.00
Band 11	37.91	62.09	31.58	68.42	17.65	82.35	100.00	0.00	37.50	62.50	38.96	61.04	60.00	40.00
Band 12	31.36	68.64	50.00	50.00	16.33	83.67	0.00	0.00	45.16	54.84	39.39	60.61	0.00	100.00
Band 13	21.88	78.13	0.00	0.00	0.00	0.00	0.00	0.00	21.74	78.26	22.22	77.78	0.00	0.00
Band 14	44.44	55.56	100.00	0.00	0.00	0.00	33.33	66.67	45.16	54.84	0.00	100.00	0.00	0.00
Band 15	70.59	29.41	0.00	0.00	0.00	0.00	100.00	0.00	65.52	34.48	100.00	0.00	0.00	0.00
Band 16	54.55	45.45	0.00	0.00	0.00	0.00	0.00	0.00	54.55	45.45	0.00	0.00	0.00	0.00
Band 17	75.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	25.00	0.00	0.00	0.00	0.00
Chief Executive	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00
Chief Officer 02	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00
Chief Officer 03	66.67	33.33	0.00	0.00	0.00	0.00	0.00	0.00	66.67	33.33	0.00	0.00	0.00	0.00
Chief Officer 05	33.33	66.67	0.00	0.00	0.00	0.00	0.00	0.00	33.33	66.67	0.00	0.00	0.00	0.00
Modern Apprentice	63.64	36.36	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	50.00	50.00	100.00	0.00
Renewi	87.80	12.20	0.00	100.00	100.00	0.00	75.00	25.00	100.00	0.00	0.00	0.00	96.55	3.45
<b>Total</b>	<b>24.92</b>	<b>75.08</b>	<b>16.89</b>	<b>83.11</b>	<b>8.02</b>	<b>91.98</b>	<b>33.51</b>	<b>66.49</b>	<b>41.50</b>	<b>58.50</b>	<b>39.36</b>	<b>60.64</b>	<b>69.64</b>	<b>30.36</b>

## Occupational Segregation 2022 (Teaching Employees)

Salary Band	Total		Teaching		Practitioner		Management	
	Male %	Female %						
Chartered Teacher	30.00	70.00	30.00	70.00	0.00	0.00	0.00	0.00
Education Support Officer	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00
Educational Psychologist	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00
Educational Psychologist Management Spine	0.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00
Headteacher & Depute HT Job Sized	28.08	71.92	0.00	0.00	0.00	0.00	28.08	71.92
Music Instructor	93.75	6.25	93.75	6.25	0.00	0.00	0.00	0.00
Principal Teacher Job Sized	24.45	75.55	24.45	75.55	0.00	0.00	0.00	0.00
Quality Improvement Manager	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Quality Improvement Officer	33.33	66.67	0.00	0.00	33.33	66.67	0.00	0.00
Unpromoted Teachers	17.62	82.38	17.62	82.38	0.00	0.00	0.00	0.00
<b>Total</b>	<b>20.54</b>	<b>79.46</b>	<b>19.77</b>	<b>80.23</b>	<b>19.05</b>	<b>80.95</b>	<b>29.33</b>	<b>70.67</b>



## **Analysis has identified the following:**

### **Gender**

There is a higher concentration of women within the lower salary grades, whereas there is an increased concentration of men within higher salary grades.

Gender segregation in teaching Management posts (disproportionately lower number of women in Principal Teacher and Head Teachers roles within Secondary Schools).

Disproportionately lower number of women in SJC Senior Management posts. 56.6% of the 5% highest earners within the Council are female and 43.4% are male. Whilst the majority of the top 5% of earners are female, and this represents a 6.5% increase of females in senior positions since 2015; this is still lower and is not fully reflective of the female composition of the overall workforce.

Lower uptake of flexible and part time working opportunities in Senior posts.

Gender segregation (high concentration of males in technical and manual roles such as grounds maintenance, roads, driving and refuse collection and high concentration of women in cleaning, catering, clerical/administration and health and social care support).

### **Disability**

The number of employees who have declared a disability for the whole Council is fairly evenly spread across the lower pay grades, however this is not the case for Senior roles where a lower proportion of employees have declared a disability.

Given the relatively low number of employees declaring a disability, we must be careful about drawing conclusions from the data. It is likely that the number of our employees with a disability is higher than the number who have disclosed a disability. We will continue to encourage employees to review and update this information where appropriate.

### **Race**

The number of employees who have declared as BAME for the whole Council is fairly evenly spread across the lower pay grades, however there are a number of Senior Management grades (SJC and Teaching) with no employees declaring as BAME.

Less than 1% of our workforce overall have declared as BAME.

(Please note that due to the low level of numbers of employees who have declared a disability or identified as belonging to a minority racial group limited occupational segregation information has been included in this report so as not to identify individuals).



# Working to Close the Gap

Dumfries and Galloway Council will continue to work with the trade unions and representative groups, to strive to be a more diverse and inclusive employer. This includes commitment and responsibility at the most senior level to drive actions to reduce any gender, disability and race pay gaps. Our planned actions will be embedded into practice and are aimed at removing barriers for women and others with protected characteristics, as well as to support all employees to succeed. Actions include:

## **Recruitment**

- Analyse recruitment and promotion data to identify the accessibility of the Council's campaigns and allowing adaptations where any issues relating to gender or other potentially disadvantaged groups, such as those with disabilities, are identified. These reports will be used to review and adapt the recruitment processes, ensuring barriers are removed in the recruitment and promotion processes.
- Undertake a review of the Recruitment Policy, Procedure and practice.
- Review of the application form and shortlisting process to anonymise personal data where possible, removing unconscious bias and allowing for greater inclusion and diversity at initial recruitment stages.
- Advertise roles on targeted websites/job forums/jobs boards that are aimed at women and minority groups in the workplace.
- Remove unconscious male and female coded wording in adverts and replace with inclusive language, using Positive Action to encourage applications from women and minority groups.
- New candidate attraction techniques will be implemented to reach a wider pool of candidates, with an Equality, Diversity and Inclusivity Statement added to all adverts. Staff network groups will help to identify accessibility issues and actions that can be taken to overcome these.
- Our Council will work with partners (e.g. Schools, Colleges, Universities and groups that promote equality and diversity within our region) to explore and expand opportunities to encourage a diverse range of applicants into rewarding roles and careers available within our Council. This will include the development of a dedicated calendar of career events across our region, and the promotion of career pathways for many people across different age groups and from diverse backgrounds through job fairs, Colleges, Universities and career events.
- Strategic workforce planning will be a key focus with further promotion of flexible working arrangements that support women to progress their careers.



### **Communication, Engagement and Consultation**

- We will continue to work collaboratively with the trade unions on the development of people focused Policies and procedures.
- The development of Staff Network Groups and integration into the Council's engagement and consultation practices – this may include LGBTQ+, Race Equality and Disability diversity groups.
- We will actively discuss and confirm our commitment to Equality, Diversity, and Inclusion on our public platforms, utilising social media and external web pages.

### **Learning, Development and Career Progression**

- We will promote a strength-based approach to performance development, which supports employees to identify their natural talents, build confidence and empower them to develop their skills.
- We will continue to review and monitor our Flexible Working and Smarter Working policies and practices to reduce any negative impact that flexible working can have on career development. We will ensure, as far as possible, that all promotions can successfully function with flexible working arrangements in place, including those at senior levels.
- We will develop and deliver training/briefings to Managers on HR policies and procedures. We will endeavour to ensure that all managers are aware of any policy changes and have received appropriate training to ensure they understand what behaviours and actions are expected within the workplace. Similarly, any employee involved in the recruitment of employees will be trained to ensure, fair, non-discriminatory and consistent processes are followed.
- We will update our mandatory Equalities training module to ensure all employees, including managers and employees responsible for recruitment, are fully conversant with the equalities expectations of Dumfries and Galloway Council. The frequency in which employees must complete this training will also be increased.



## **Wellbeing**

- Employee wellbeing, including mental health, remains a key priority for the Council and will be a central point of workforce strategies and actions going forward. A Wellbeing Policy will be developed and embedded within the Council.
- Our Council currently has over 100 trained Mental Health Champions.
- Policies have been put in place to help remove barriers that woman may face in the workplace such as a Flexible Working policies, Support for Carers, Fair Treatment at Work Policy. The Council also supports staff who may have suffered domestic abuse.
- Managers across the Council have undertaken gambling harm awareness training to help inform, raise awareness and spot the signs. Awareness has also been communicated and promoted to the wider workforce as part of our DG Together programme.
- We will deliver a Trauma Informed Workforce Practice training programme to support the development of a trauma informed workforce that recognises the importance of wellbeing in the workforce and community, and is able to recognise when someone may be affected by trauma, collaboratively adjusting how we work to take this into account and responding in a way that supports recovery, does not harm and supports people's resilience and empowerment.

## **Employee Data, Monitoring and Reporting**

- The Council will communicate with and encourage all employees to review and verify the personal and sensitive information that the Council holds on them. Periodic checking of this data will occur going forward.
- Equalities Monitoring - we will continue to report on gender, disability and race equalities and monitoring within both its employee and recruitment profiles.



### **Other Actions**

- We will continue to ensure that related policies and practices are up to date, including our Equal Opportunities Policy. The Council seeks to emphasise its commitment to equal opportunities and diversity within all its employment practices and procedures.
- Dumfries and Galloway Council aspires to become an Equally Safe at Work Accredited Employer. Equally Safe at Work was developed to support the implementation of Equally Safe - Scotland's national strategy to prevent and eradicate violence against women and girls. The strategy recognises that violence against women is a cause and consequence of wider gender inequality. Addressing gender inequality in the workplace is therefore a fundamental step in preventing violence against women.
- We are an accredited Disability Confident Employer, and benefit from being able to draw from the widest pool of talent and encourage and support applications from disabled applicants. We aim to achieve Level 3 Disability Confident Leader accreditation in 2023, by acting as a champion for Disability Confident within our communities and supporting businesses in our supply chain(s) and networks to become Disability confident.
- We will consider taking positive action – in line with the Equalities Act we will consider taking 'positive action' to help employees or job applicants who are at a disadvantage because of their protected characteristic, and/or are under-represented in the organisation.

These actions are not only about trying to reduce the Pay Gaps but to encourage a happier, healthier, motivated, diverse and inclusive workforce providing the Council with a variety of perspectives, boosting innovation, creativity and problem solving.