



# Gender Pay Analysis Report and Action Plan

April 2017

**RESPECT**



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## 1. Message from the Principal



I am delighted to endorse Dundee and Angus College's **Gender Pay Analysis Report and Action Plan**. D&A is dedicated to equality, embracing diversity and celebrating our culture, with equal pay for our staff central to this.

As an employer and a place of learning, D&A is committed to advancing equality of opportunity and to creating an environment where each and every person is treated as an individual of equal value. We believe that colleges can help tackle the economic and social challenges in our local communities and I see our commitment to gender equality within our work environment as an important symbol of this commitment.

We are proud of the work we already do and welcome feedback on this report.

**Grant Ritchie**

*Principal, Dundee and Angus College*



## 2. Introduction

Dundee and Angus College (D&A) takes its responsibility for gender mainstreaming seriously, under the requirements of the Public Sector Equality Duty (2011). As an organisation, we are committed to tackling gender inequality in all areas of our work and community for the benefits of staff, students and stakeholders.

D&A accepts the role it plays in Angus, Dundee and within wider society, with the commitment to equal pay and gender equality sitting alongside our commitment to working and learning cultures which embrace diversity and care for the wellbeing of those in our community. As a Further Education (FE) college, D&A is already working with schools and other partners to address gender stereotyping and other barriers that can lead to a gender imbalance in our subjects / courses.

The Public Sector Equality Duty (2011) and requirement for the Gender Action Plan, along with this report, are welcome developments across the public sector and allow D&A to share the data compiled and action taken, along with our commitments to future improvement.

## 3. Dundee and Angus College Gender Pay Data

The figures in this report use the required snapshot date of 31<sup>st</sup> March 2017.

The figures include staff across all areas (Academic and Support) and contract types (full time / part time; fixed term / permanent) and includes casual staff (such as students working in sports or hospitality).

### 3.1. Equal Pay

Dundee and Angus College recognises and supports the ideals and objectives of equal pay for work of equal value, as a critical element of fairness and equality within the workplace. The College works in partnership with the recognised trade unions to this end.

The College operates a gender-neutral job evaluation grading scheme for all non-teaching support and management roles across the College, and a clear salary framework for all academic posts. The College does not operate any discretionary payment systems or arrangements.

All pay and related decisions are overseen by the People Team.

It is the intention of Dundee and Angus College to:

- Eliminate any unfair, unjust or unlawful pay practices
- Monitor pay statistics annually
- Take appropriate remedial action if the need should arise

In addition to salary, the College provides an occupational pension scheme and a number of other benefits which are provided to employees on an equal basis.

### 3.2. Occupational Segregation and the Gender Pay Gap

Occupational segregation is the distribution of people based upon demographic characteristics, in this case, gender. Horizontal segregation refers to differences in the amount of men and women present across particular types of occupations.

Vertical segregation refers to differences in the amount of men and women present across the hierarchy of an occupation. Clearly, there are historical and social influences on occupational segregation with horizontal segregation being more resistant to change.

Data indicates that vertical segregation is not an issue at Dundee and Angus College while there is some evidence of horizontal segregation. The gender pay gap in academic and support management posts is negligible, as is the pay gap relating to all academic posts.

#### 3.2.1. Dundee and Angus College Gender Pay Statistics

- The overall percentage difference between men and women’s **average** hourly pay (excluding overtime) is 6.3%, with women being paid, on average, 6.3% less than men.<sup>1</sup>
- The **median** gender pay gap is 11% (based on median annual hourly rate for male and for female staff)
- There are no instances of bonuses to report on the **mean, median and proportion of males/females** receiving a bonus
- The **salary quartiles** are as follows:

	Salary Quartile			
	£0 -£25k	£25001 - £50k	£50001 to £75k	> £75001
Female %	70.7%	35.7%	50.0%	20.0%
Male %	29.3%	64.3%	50.0%	80.0%

Further analysis indicates that horizontal occupational segregation is responsible for identified pay gaps with women making up 88% of the workforce in cleaning and food service jobs which are paid at the lower pay grades. If this group were to be removed from the data, the pay gap reduces to 0%.

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<sup>1</sup> These figures are an improvement on the 2013 Equalities Mainstreaming Report (8.1%).

Vertical segregation is not evident. The gender pay gap in academic and support management posts is negligible, as is the pay gap relating to all academic posts.

Amongst academic and support staff, male salaries were marginally higher than female 0.2% and 9% respectively. These differences are within the range of anticipated effect caused by movement within the annual incremental salary scales based upon individual service dates, and (for lecturer posts) by application of salary placement and movement conditions related to achievement of teacher training qualifications. For support staff the differences reflect the horizontal occupational segregation noted above.

The College recognises its role in, and the benefits of, reducing occupational segregation and it is the intention of the College to:

- Ensure there are no assumptions that particular roles should be carried out by a particular gender
- Promote supportive and flexible employment practices where appropriate
- Support and encourage all employees to engage in professional and personal development

### 3.3. Dundee and Angus College Board of Management

The Board of Management take their equality responsibilities very seriously both for the service that they provide and in respect of the Board itself. The Board identified the need to better promote diversity amongst its own membership as a part of its 2016 self-evaluation outcomes.

Since this time, it has worked with [Changing the Chemistry](#) - an independent charity that supports diversity of membership and thinking on both public and private boards. This work has impacted positively on recent Board recruitment, with the Board achieving a 50:50 gender mix and taking wider diversity issues into consideration as an integral part of the recruitment process. It should be noted that Board membership is un-remunerated (with the exception of the Board Chair which is a public appointee role made by the Scottish Government).

## 4. Statement on Equal Pay for Gender, Race and Disability

Dundee and Angus College takes its responsibilities under the Public Sector Equality Duty (2011) very seriously and is committed to equal pay regardless of gender, race, disability or other protected characteristic. It is in the interest of all employees and also the College itself to ensure all staff receive fair and equal pay.

The College is committed to eradicating pay bias, using fair and transparent reward systems which form part of the overall benefits of working for a diverse and equalities-conscious employer.

This means that all employees, regardless of gender, disability or race should receive equal pay for the same (or largely similar) work, for work rated as equivalent and for work of equal value.

To support our equal pay ambitions Dundee and Angus College will:

- Monitor and review gender pay gaps and occupational segregation
- Monitor and review the availability and uptake of flexible working and other support arrangements
- Quickly and effectively identify then eradicate unfair, unjust or unlawful practices that impact on pay
- Take any necessary and appropriate remedial action

In meeting these objectives, the College will commit to:

- Operate pay strategies that ensures equal pay for work of equal value through clear and rigorous application of job evaluation, salary placement and progression procedures.
- Offering a series of Human Resource policies and supports that facilitate opportunities for all staff to work in the way that best suits them
- Recruit and appoint staff on individual merit, ensuring effective assessment of the abilities of prospective employees for recruitment and promotion.
- Actively promote and support CPD and career progression opportunities irrespective of protected characteristic
- Ensure all employees returning to work after periods of absence (for any reason) have the support and training they require
- Continue to build our culture which challenges biases and stereotypes
- Work in consultation with our recognised Trade Unions to support and promote equality and diversity in the workplace
- Review our continued progress at least every two years

## 5. Grievance and Disciplinary Related to Gender

### 5.1. Grievances

In the year up to 31<sup>st</sup> March 2017, there were no employment grievances related to gender.

## 5.2. Disciplinary Action

In the year up to 31<sup>st</sup> March 2017, there were no occurrences of disciplinary action in relation to gender.

## 6. Gender Pay Action Plan

Area	Action	Responsibility	Progress / Notes
<b>Occupational Segregation</b>	Promote job opportunities within areas showing gender segregation to improve the gender balance amongst employees and impact on gender pay gaps.	People Team	
	Promote supportive and flexible employment practices where appropriate, monitoring and reviewing availability and uptake of flexible working and other support arrangements	People Team / College Managers	
	Recruit and appoint staff on individual merit, ensuring effective assessment of the abilities of prospective employees for recruitment and promotion.	People Team / Recruiting Managers	
	Support and encourage all employees to engage in professional and personal development, actively promoting and supporting CPD and career progression opportunities irrespective of protected characteristic / gender.	People Team	
<b>Promotion</b>	Monitor and review promotions to ensure there is ongoing evidence of gender neutrality.	People Team / College Managers	
<b>Gender Pay Gap</b>	Continue to monitor and review gender pay gap, ensuring legislative reporting duties are adhered to and progress is relatively continuous.	Head of People and Organisational Development	
	Operate pay strategies that ensures equal pay for work of equal value through clear and rigorous application of job evaluation, salary placement and progression procedures.	People Team / Senior Leadership Team	

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