

SUBMISSION FROM SCOTTISH PRISON SERVICE

Introduction

The Equal Opportunities Committee has called for views on how to solve equality issues affecting women and work and invite submissions by Wednesday, 6 February 2012.

They are seeking views on how to overcome the many difficulties described to them in relation to women and work.

Scottish Prison Service (SPS) – Women and work

The Scottish Prison Service (SPS) is an Executive Agency of the Scottish Government and was established in 1993. SPS employs just over 4,000 staff across 14 prison establishments throughout Scotland, a Headquarters function located in Edinburgh, a Central Store at Fauldhouse and a learning and development College located near Falkirk. Out of 4,321 staff at date **23 January 2013**, 3238 (75%) are men and 1,083 (25%) are women.

Table 1 - Gender Breakdown shows the overall SPS gender breakdown in January 2013. Of the total workforce of 4321 male staff are 75% and female staff are 25% of the total workforce. The largest group of staff are prison officers and the figures below reflect a large number of staff members being male. This reflects the ratios needed to support 7717 offenders of whom 7172 are male, 432 are female offenders and 91 are Life Recall prisoners and those awaiting deportation. For example the search criteria for offenders in custody is the same gender searches the same gender.

<i>(1) Gender Breakdown</i>	
Row Labels	Sum of Headcount Indicator
F	1083
M	3238
Grand Total	4321
<i>Summary (1)</i>	
Male Staff as a % of Total Staff	75%
Female Staff as a % of Total Staff	25%

Table 2 – Gender Breakdown by Part time / Full time shows that there are 5% of men who are working part time and 13% of women are working part time. (The Fee Paid staff members have been removed from these figures as these individuals work on an as and when required basis, and they do not have a recorded status of either part time or full time).

Part-time staff are paid on the same pay ranges and pay points as full-time staff, pro-rated according to their hours of work. Pay progression for all staff is annual after the successful completion of the appropriate probationary period. This approach is designed to ensure that our part-time pay arrangements are equal pay compliant.

There is some male staff that had retired and returned to work part time within the workforce.

<i>(2) Gender Breakdown by Part time / Full time</i>	
Row Labels	Sum of Headcount Indicator
F	1078
FT	942
PT	136
M	3233
FT	3076
PT	157
Grand Total	4311
Figures Exclude 10 Fee Paid Staff	
<i>Summary (2)</i>	
FT Male Staff as a % of Total Male Staff	95%
PT Male Staff as a % of Total Male Staff	5%
FT Female Staff as a % of Total Female Staff	87%
PT Female Staff as a % of Total Female Staff	13%

Table 3 – Gender Breakdown – Shift workers shows the workforce shift workers (staff in Pay Bands C+, D+, E+ and F+). The majority of staff works the shift pattern and this can provide adjustments through flexible working requests to suit caring responsibilities. However SPS does not record staff caring responsibilities.

<i>(3) Gender Breakdown - Shift Workers</i>	
Row Labels	Sum of Headcount Indicator
F	1083
N	501
Y	582
M	3238
N	548
Y	2690
Grand Total	4321
Shift Worker = Staff in Bands C+, D+, E+ & F+	
<i>Summary (3)</i>	
Male Shift Workers as a % of Tot. Male Staff	83%
Female Shift Workers as a % of Tot. Female Staff	54%

Table 4 – Gender Breakdown by Work Type shows the breakdown of the staff grades (Manager-Pay Band E+, Middle Manager-Pay Band F+ and Senior Manager-Pay Band G+). There are 38% of female staff and 10% of male staff in the administrative role or equivalent which reflects the wider Scotland occupational segregation.

(4) Gender Breakdown by Work Type	
Row Labels	Sum of Headcount Indicator
F	1083
Administrative or Equivalent	407
Manager	50
Middle Manager	44
Prison Officer	535
Senior Manager	47
M	3238
Administrative or Equivalent	312
Manager	375
Middle Manager	148
Prison Officer	2304
Senior Manager	99
Grand Total	4321
Summary (4)	
Male Admin as a % of Tot. Male Staff	10%
Male Manager as a % of Tot. Male Staff	12%
Male Middle Manager as a % of Tot. Male Staff	5%
Male Senior Manager as a % of Tot. Male Staff	3%
Male Prison Officer as a % of Tot. Male Staff	71%
Female Admin as a % of Tot. Female Staff	38%
Female Manager as a % of Tot. Female Staff	5%
Female Middle Manager as a % of Tot. Female Staff	4%
Female Senior Manager as a % of Tot. Female Staff	4%
Female Prison Officer as a % of Tot. Female Staff	49%

Table 5 – Gender Breakdown by disability shows that the level of staff self-declaring their disability is lower than the broader social demographics. A revised disability self-declaration form and further awareness-raising is planned for staff members this year to address this issue.

<i>(5) Gender Breakdown by Disability</i>	
Row Labels	Sum of Headcount Indicator
F	1083
N	1023
Y	60
M	3238
N	3064
Y	174
Grand Total	4321
<i>Summary (5)</i>	
Male Staff with a Disability as a % of Tot. Male Staff	5%
Female Staff with a Disability as a % of Tot. Female Staff	6%

Table 6 – Staff number shows the staff number reduced in December 2011 however, in real terms there would have been an increase in staff numbers had SPS not transferred 250 to NHS Health boards. The increase in numbers for staff in January to 4321 is due to an officer intake of staff in that month.

<i>(6) SPS Staff Numbers - as reported to the Office of National Statistics</i>	
Year ending 31December	Headcount
Dec-08	4004
Dec-09	4061
Dec-10	4134
Dec-11	4052 *
Dec-12	4308
<i>* Although a reduction in staff headcount is shown for December 2011 this is due to the transfer of 250 staff to the NHS on 31 October 2011.</i>	

Summary

The majority of staff in SPS works a shift pattern as this is the nature of the work for SPS. The SPS staff members have the option to apply for working part-time and flexible working and these requests are balanced against the needs of the organisation. There are women in senior positions in SPS and this includes 2 acting female Directors out of 4 in total, 4 female Governors out of 14 Governors.

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