

SCOTTISH PARLIAMENT DIVERSITY PAY GAP REPORT 2019

Aithisg Beàrn Pàighidh Iomadachd 2019



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Pàrlamaid na h-Alba

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Diversity Pay Gap Report 2019

Introduction

This report looks at the diversity pay gap between men and women employed by Scottish Parliamentary Corporate Body (SPCB). Under Schedule 2 to the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, the SPCB must publish and report on its gender pay gap data. The SPCB is required to report on its Gender Pay Gap using data at the snapshot date of 31 March 2019 and to publish the information no later than 30 March 2020.

Under the regulations the SPCB must publish on its website and on the UK Government's site the following measures:

- mean gender pay gap in hourly pay
- median gender pay gap in hourly pay
- mean bonus gender pay gap
- median bonus gender pay gap
- proportion of males and females receiving a bonus payment
- proportion of males and females in each pay quartile

In addition, the SPCB has voluntarily committed to reporting on its pay gap data for disabled and BAME employees for 2019. This report therefore provides three data sets that follow the statutory gender pay gap reporting methodology when calculating our gap.

The data on gender uses comparative data taken from the Office for National Statistics (ONS). ONS data is based on a 1% sample of employee jobs taken from the HMRC and provides a wide variety of earning statistics for employees across the UK including a breakdown for Scotland and public/private sector data. The SPCB's figures on gender are based on the total workforce and this should be factored in when interpreting the results and where there might be significant contrasting pay differences.

There is currently no benchmark available for the data on disabled and BAME employees and the report is based on the total number of staff who have self-declared (74.2% which has increased from 59% in 2018). Only when there is a further increase in declaration rates will this provide a fuller picture of the staff group.

The SPCB is committed to addressing the issues raised by the data in this report and aims to address any pay gaps as set out in its improvement plan for 2020 and beyond.

Aithisg Beàrn Pàighidh Iomadachd 2019

Ro-ràdh

Tha an aithisg seo a' coimhead air a' bheàrn pàighidh iomadachd eadar fir is boireannaich air am fastadh le Buidheann Chorporra Pàrlamaid na h-Alba (SPCB). Fo Chlàr 2 de Riaghailtean Achd Co-ionannachd 2010 (Dleastanasan Sònraichte agus Ùghdarrasan Poblach) 2017, feumaidh an SPCB an dàta beàrn pàighidh gnè aca fhoillseachadh agus aithris a thoirt air. Feumaidh an SPCB cunntas a thoirt air a' Bheàrn Pàighidh Gnè aca a' cleachdadh dàta bho aon latha, 31 Màrt 2019, agus am fiosrachadh fhoillseachadh gun a bhith nas fhaide na 30 Màrt 2020.

Fo na riaghailtean feumaidh an SPCB na h-àireamhan a leanas fhoillseachadh air an làraich-lìn aca agus air làrach Riaghaltas na RA:

- beàrn pàighidh gnè chuibheasach ann am pàigheadh san uair
- beàrn pàighidh mheadhanach ann am pàigheadh san uair
- beàrn pàighidh gnè chuibheasach a thaobh bònas pàighidh
- beàrn pàighidh gnè mheadhanach a thaobh bònas pàighidh
- cuibhreann de dh'fhireannaich is boireannaich a' faighinn bònas pàighidh
- cuibhreann de dh'fhireannaich is boireannaich anns gach cairteal pàighidh

A bharrachd air sin, tha an SPCB air gealltainn gu saor-thoileach aithris a dhèanamh air an dàta beàrn pàighidh aca airson luchd-obrach ciorramach agus BME airson 2019. Mar sin tha an aithisg seo a' toirt seachad trì seataichean dàta a tha a' leantainn modh aithris beàrn pàighidh gnè reachdail nuair a tha sinn a' tomhas ar beàrn.

Bidh an dàta air gnè a' cleachdadh dàta coimeasach a chaidh a thoirt bho Oifis nan Staitistig Nàiseanta (ONS). Tha dàta ONS stèidhichte air sampall 1% de dhreuchdan luchd-obrach a chaidh a thoirt bho HMRC agus tha e a' toirt seachad farsaingeachd de staitistig cosnadh airson luchd-obrach air feadh na RA a' toirt a-steach mion-fhiosrachadh air dàta na h-Alba agus na roinne poblaich/prìobhaidich. Tha figearan an SPCB a rèir gnè stèidhichte air an luchd-obrach gu lèir agus bu chòir seo a thoirt a-steach nuair a thathar a' mìneachadh nan toraidhean agus far am faodadh eadar-dhealachaidhean pàighidh susbainteach a bhith ann.

Chan eil slat-tomhais ri fhaighinn an-dràsta airson an dàta mu luchd-obrach ciorramach agus BME agus tha an aithisg stèidhichte air an àireamh iomlan de luchd-obrach a tha air fèin-dhearbhadh (74.2% a tha air a dhol suas bho 59% ann an 2018). Chan ann gus an tig àrdachadh eile ann an ìrean dearbhaidh a gheibhear dealbh nas coileanta den bhuidheann luchd-obrach.

Tha an SPCB dealasach a thaobh dèiligeadh ris na cùisean a thog an dàta san aithisg seo agus ag amas air dèiligeadh ri beàrn pàighidh sam bith mar a tha air a mhìneachadh anns a' phlana leasachaidh aca airson 2020 agus às a dhèidh.

Gender Pay Gap Report 2019

Executive Summary

The high-level median Gender Pay Gap (GPG) for SPCB staff is 0.9%, which reduced by 2% from 2.9% in the previous year (2018). The GPG for all employees in Scotland is 14.3%. The SPCB has met its target for the gender pay gap to be within a tolerance level of either plus or minus 5% each year.

The SPCB has achieved the following commitments from the 2018 GPG Action Plan:

- o Maintained our target for the gender pay gap to be within a tolerance level of either plus or minus 5% to reduce the pay gap
- o Introduced pay gap reporting for ethnicity and disability
- o Completed a review of the current reward and recognition scheme and LG will be invited to consider recommendations for future arrangements in early next year (2020).

In summary our main findings for 2019 are:

- The high level median GPG for all SPCB staff is 0.9%. In the previous year it was 2.9%. The decrease can be attributed to the median pay scale points for Females being scale point 9 and Males scale point 10. As the gap between grades was reduced in 2018 this had a direct impact on the GPG. The GPG for all staff in Scotland is 14.3%.
- In 2019 women's high level median hourly rate is £17.01, a 3% increase from 2018 when the median hourly rate was £16.51.
- The GPG increases to 7.6% when including exceptional contribution awards, allowances and overtime. This has reduced dramatically from the previous year's gap of 14.6%.
- The gap between the full time male staff to part time female staff is 7.6% a significant contrast to the Scottish population where the pay gap for this measure is 32.7%.
- When reviewing gender and pay quartiles, women have a higher representation than men within the 1st, 2nd and 3rd quartiles with the 4th and highest quartile showing a 50/50 representation.
- When reviewing grade by gender, the data revealed that the number of women at grades 6 and above has increased from the previous year (from 19 to 21 women, a 10% increase). This follows a 3% increase in 2018.

The table below provides comparison datasets for UK and Scotland derived from the ONS Annual survey of hours and earnings (ASHE) gender pay gap series.¹

	UK	Scotland	Scottish Public Sector	Scottish Parliament 2018	Scottish Parliament 2019
GPG - All Employees	17.3%	14.3%	11.7%	2.9%	0.9%
GPG - Full-time Employees	8.9%	7.1%	6.2%	2.9%	7.6%
GPG - Part-time Employees	-3.1%	-8.6%	17.9%	4.9%	-27.6%
GPG - Full-time men to Part-time women	34.8%	32.7%	28.6%	2.9%	7.6%

The number of male part time staff decreased from 31 to 30 whilst the number of female part time staff increased from 213 to 233. In particular, the increase in part time females at grades 4 to 6, in contrast to the decrease in males can be attributed to the change in GPG for part time employees moving from 4.9% in 2018 to -27.6% in 2019. The median point for female part time staff now falls within grade 3 whereas the median point for part time males falls within grade 2.

¹ [ASHE Scotland 2019](#)

What is the Gender Pay Gap?

The gender pay gap is a measure of the difference between men's and women's average earnings across an organisation or the labour market. It is expressed as a percentage of men's earnings. A negative gender pay gap occurs where women's average earnings are more than men's.

Why report on the Gender Pay Gap?

In addition to our statutory requirement reporting on the gender pay gap will allow the SPCB to analyse whether existing policies and practices promote gender equality. The organisation can plan to take remedial action once it knows if a gender pay gap exists and if its practices will close the gap. Reporting on the gender pay gap also provides the opportunity to benchmark the SPCB against other organisations in the public and private sectors. The gender pay gap is an important measure because it describes the actual pay staff earn rather than describing a situation in which all staff have equal circumstances.

Method of Calculation

For the measures in this report the median and mean hourly rates of pay were calculated. The median pay is the middle point of the population and the mean pay, the arithmetic average of a population.

The hourly pay rate is recommended because this enables the pay of part-time staff to be compared with full-time staff.

The Scottish Parliamentary Service (SPS)

This report provides a summary of SPCB staff at 31 March 2019.

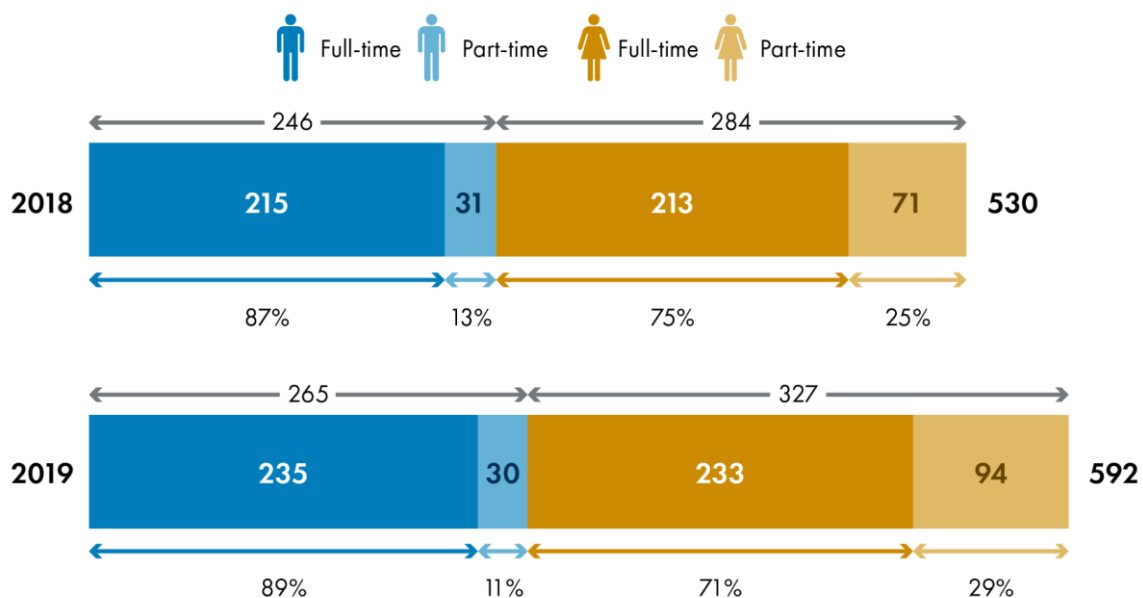
Staff Profile by Part Time/Full Time Status

	Male	Female	Total
Full-time	235 (88.7%)	233 (71.3%)	468
Part-time	30 (11.3%)	94 (28.7%)	124
Total	265	327	592

(% of staff by gender)

Part-time staff account for 20.9% of all staff. In 2018, 19.2% of staff worked part-time hours. Part time working is defined by the ONS as working 30 paid hours or fewer a week.

- Female part time staff account for 25% of all female staff. In Scotland 43% of women work part time.
- Male part-time staff account for 12.6% of all male staff which is in line with the number of male part time staff in Scotland.
- At Leadership Group level, two employee works part time hours.
- Difference – 2018 to 2019
 - male part-time staff – decreased by 1 (from 31 to 30)
 - male full-time staff- increased by 20 (from 215 to 235)
 - female part-time staff - increased by 23 (from 71 to 94)
 - female full-time staff - increased by 20 (from 213 to 233)



Gender and Grade - working pattern

Grade	2019				2018				2017			
	Male		Female		Male		Female		Male		Female	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
1	0	0	5	0	1	0	6	0	0	0	0	0
2	73	17	84	42	69	14	67	34	71	9	67	32
3	34	3	49	9	30	2	44	9	33	3	42	11
4	58	5	40	24	52	9	34	15	50	7	33	16
5	45	2	40	13	38	2	45	11	34	2	44	11
6	20	2	11	5	19	3	13	2	19	3	11	3
7 and above	5	1	4	1	6	1	4	0	7	0	4	0
	235	30	233	94	215	31	213	71	214	24	201	73

When looking at the distribution of part-time staff within a grade, at grade 1 (apprenticeship level) there are 5 females and no males who work full time however at grade 2 and grade 3 the gender ratio is skewed towards women working part-time. The combined ratio for grades 2 and 3 is 20:51 (20 men to 51 women). The headcount figure for both males and females working part time at grade 2 has increased from 2018 however the female figure for grade 3 has remained static with an increase of only 1 male at grade 3.

In contrast to previous years when grades 4, 5 and 6 had a ratio of one third men to two thirds women (14 men to 28 women). The ratio has now changed to one fifth men and four fifths female (9 men to 42 females).

In 2018, two out three grade 4 to 6 were female



In 2019, around four out of five grade 4 to 6 were female



The increase in part time females at grades 4 to 6, in contrast to the decrease in males can be attributed to the change in GPG for part time employees moving from 4.9% in 2018 to -27.6% in 2019. The median point for female part time staff falls within grade 3 whereas the median point for part time males falls within grade 2.

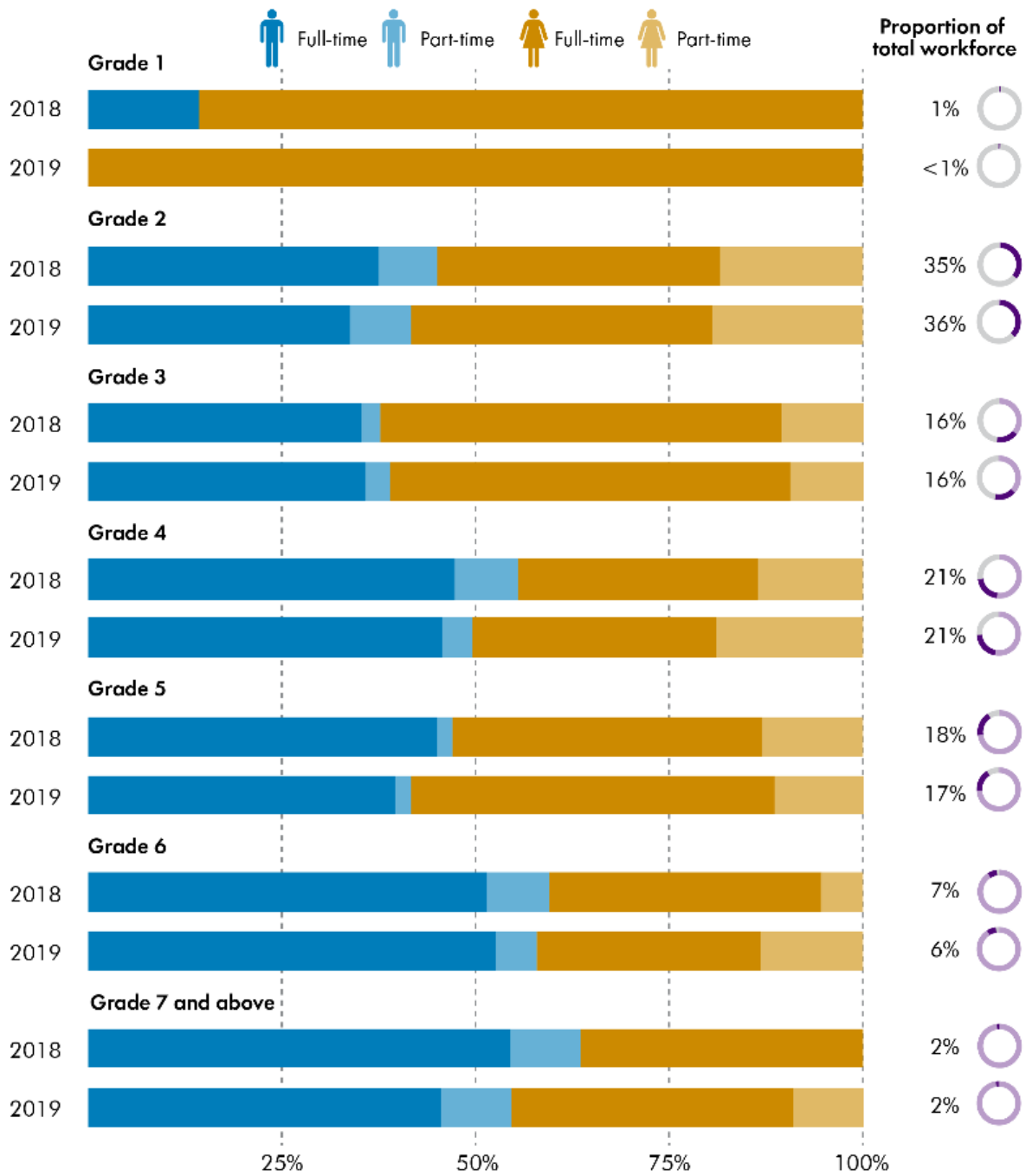
There are now two part-time staff at grade 7 and above (1 male to 1 female).

Gender and Grade - annual distribution change

Grade	Male				Female				Total Staff (2018)	Total Staff (2019)	2018 Gender Split (M:F)	2019 Gender Split (M:F)
	Number (2018)	Number (2019)	Change	% change from 2018	Number (2018)	Number (2019)	Change	% change from 2018				
1	1	0	-1	-100%	6	5	-1	-17.7%	7	5	14:86	0:100
2	83	90	7	8.4%	101	126	25	24.7%	184	216	45:55	42:58
3	32	37	5	15.6%	53	58	5	9.4%	85	95	38:63	39:61
4	61	63	2	3.3%	49	64	15	30.6%	110	127	55:45	50:50
5	40	47	7	14.9%	56	53	-3	-5.4%	96	100	42:58	47:53
6	22	22	0	0%	15	16	1	6.7%	37	38	59:41	58:42
7 and above	7	6	-1	-14.3%	4	5	1	25%	11	11	64:36	55:45
	246	265	19	7.7%	284	327	43	15.1%	530	592	46:54	45:55

This data provides explanation for the changing distribution of staff by gender across the grades. The most obvious change is at grade 1 which is due to an intake of 5 female apprentices joining the SPCB. The other changes are minimal and due to expected turnover of staff across the organisation however it is important to note the change at grade 7 and above which has moved closer towards the SPCB's commitment to 5050 by 2020 and its aim to increase diversity at senior levels.

2019 Staff Profile



Gender Equal Pay Analysis

This measure demonstrates whether men and women in similar roles at similar grade levels are being paid equally on a Full Time Equivalent (FTE) salary.

Annual Median FTE salary by grade and gender (grade 7 and above combined)

Grade	Male	Female	Difference	% difference
1	N/A	£17,699.00	£0.00	N/A
2	£25,641.00	£21,837.00	£3,804.00	14.8%
3	£32,724.00	£32,724.00	£0.00	0%
4	£41,777.00	£35,413.00	£6,364	15.2%
5	£52,679.00	£48,407.73	£4,271.27	8.1%
6	£66,654.00	£59,328.42	£7,325.58	11.0%
7 and above	£81,937.00	£81,937.00	£0.00	0%

Hourly pay breakdown by grade and gender

Median

Grade	Male	Female	Difference	% difference
1	N/A	£9.20	£0.00	N/A
2	£13.33	£13.33	£0.00	0%
3	£17.01	£17.01	£0.00	0%
4	£21.71	£21.71	£0.00	0%
5	£27.38	£27.38	£0.00	0%
6	£34.64	£34.64	£0.00	0%
7 and above	£42.59	£42.59	£0.00	0%

Mean

Grade	Male	Female	Difference	% difference
1	N/A	£9.20	£0.00	N/A
2	£12.90	£12.73	£0.17	1.3%
3	£16.14	£16.34	-£0.20	-1.2%
4	£20.43	£20.18	£0.25	1.2%
5	£26.22	£26.47	-£0.25	-0.9%
6	£34.19	£33.31	£0.88	2.6%
7 and above	£47.80	£44.01	£3.79	7.9%

SPCB's pay progression rules allow for staff in Grades 1, 2 and 3 to move to the top of the salary scale (attached as an appendix) within two years. Grades 4 and 5 will progress to the maximum within three years, Grades 6 and 7 within four years. Assistant Chief Executive and Clerk/Chief Executive will progress to the maximum within five years. As demonstrated in the tables above the median hourly rate of pay for male and female staff is equal for all grades. The difference in median FTE annual salary at grades 2, 4, 5 and 6 is explained by the longer level of service of the men, which means they have progressed further in the pay scale.

Gender Pay Gap (GPG) Analysis

GPG Measure 1: Single figure - Hourly rate of pay (excluding overtime, shift allowances, exceptional contribution) for all staff

Median

Male	Female	Difference	% difference
£17.17	£17.01	£0.16	0.9%

Mean

Male	Female	Difference	% difference
£20.06	£18.46	£1.60	8%

This figure looks at the hourly rate of pay for all staff (full-time and part-time) by gender, it is the high-level indicator of earning power.

This year the median GPG has reduced to 0.9% from 2.9% in the previous year. In reviewing the SPCB's pay scales, the median pay point when looking at all staff (full time and part time) for males is the bottom of grade 4 (point 10) and for females is the top of grade 3 (point 9). Owing to pay awards in previous years, the gap between grades have become closer helping to reduce the GPG.

The mean pay gap is 8%, which is a very small increase from the previous year's mean gap (7.2%).

The median GPG for all Scotland as reported by the Scottish Government using ONS data is 14.3%. At the SPCB, 16% of staff are women working on part-time contracts, this is lower than that found in the general population where 23% of staff are women working on part-time contracts. This will contribute to the GPG being lower than the national figure as part-time contracts are often associated with lower salaried work.

GPG Measure 2: Single figure –Hourly rate of pay (including overtime, shift allowances, exceptional contribution) for all employees

Median

Male	Female	<u>Difference</u>	<u>% difference</u>
£18.41	£17.01	£1.40	7.6%

Mean

Male	Female	<u>Difference</u>	<u>% difference</u>
£20.78	£19.00	£1.78	8.6%

This figure looks at the gross hourly rate of pay including overtime, shift allowances and exceptional contribution for all staff (full-time and part-time) by gender. The median pay gap for this measure is 7.6% reducing from 15% in 2018. This measure allows the organisation to analyse whether one group is able to earn more from their availability to work longer hours and to work unsocial hours and includes those who have received exceptional contribution awards (ECS).

The number of men and women being paid overtime hours was similar in the reporting year (124 men to 125 women), however, as a percentage of workforce 46.8% of men received payment for overtime whereas 38.2% of women received an overtime payment. The percentage differences have however reduced from 2018 where 50.4% of men received payment for overtime whereas only 40.8% of females received overtime payment. The median pay gap for this measure has reduced from 15% to 7.6% which could be attributed to the reduction in overtime at grade 2 level, primarily in the Security office where additional resources were brought in, early 2019, to help reduce overtime payments. This has resulted in overtime payments to males at grade 2 reducing by over £22,000 for the reporting year. As less overtime payments were processed it has helped to reduce the difference in hourly rate owing to overtime payments.

GPG Measure 3: Proportion of staff receiving Exceptional Contribution Awards (ECA) by gender

Gender	Staff receiving ECA	% of ECA	% in gender	% all staff	Total Staff
Male	13	32%	5%	2%	265
Female	28	68%	8%	5%	327
Total	41	N/A	N/A	7%	592

The SPCB does not have a ‘bonus culture’. The ECS provides for awards (ECA’s) which are cash payments to reward staff for particularly demanding tasks. As demonstrated in the table above, a greater percentage of ECAs were paid to women, 68% compared to 32%. This may also attribute to why the GPG for median hourly rate of pay has reduced when taking into account overtime, shift allowances and exceptional contribution payments. In the reporting year 7% of staff received an ECS which remains unchanged from 2018.

ECA Pay Gap

Median

<u>Male</u>	<u>Female</u>	<u>Difference</u>	<u>% difference</u>
£500.00	£500.00	£0.00	0%

Mean

<u>Male</u>	<u>Female</u>	<u>Difference</u>	<u>% difference</u>
£503.85	£555.36	£51.51	-9.3%

Analysis of the ECA payments revealed that women were still more likely to receive ECA payment however in contrast to the 2018 GPG where there was a negative pay gap of 30%, the median pay gap is now 0%. As committed to in the 2018 GPG report, a review of the ECS has been completed by HR and recommendations will be reviewed by LG to improve upon the Parliament's reward and recognition of all staff.

GPG Measure 4: Gross pay for full time employees by gender

Median

<u>Male (M)</u>	<u>Female (F)</u>	<u>Difference</u>	<u>% difference</u>
£18.41	£17.01	£1.40	7.6%

Mean

<u>Male (M)</u>	<u>Female (F)</u>	<u>Difference</u>	<u>% difference</u>
£20.34	£18.50	£1.84	9%

The gender pay difference for all full-time staff is £1.40. This equates to a 7.6% pay gap, which has increased from 2.9% in 2018. For full time staff the median pay scale point for males is the second point of grade 4 (point 11) and for females is the top of grade 3 (point 9). The pay gap for full time staff has increased from 2.9% to 7.6% as in 2018 the median pay scale point for males was the bottom of grade 4 (point 10). As the SPCB's pay structure provides for annual progression, the male staff have since moved up a pay scale point through progression whereas with the female median being the top pay scale point of grade 3, no further pay progressions are due.

GPG Measure 5: Gross pay for part –time employees by gender

Median

<u>Male (M)</u>	<u>Female (F)</u>	<u>Difference</u>	<u>% difference</u>
£13.33	£17.01	£3.68	-21.6%

Mean

<u>Male (M)</u>	<u>Female (F)</u>	<u>Difference</u>	<u>% difference</u>
£17.88	£18.34	£0.46	-2.5%

The gender pay gap for part-time male staff to female part-time staff is 21.6%, meaning the median pay for part time females is higher than that of part time males. There has been a significant decreased from the previous GPG of 4.9%. This could be attributed to the fact that proportionately male part time staff are now more likely to fall into the

lower two quartiles (18 lower two to 12 upper two). There has also been a reduction from 2018 in the number of males who fall within the upper two quartiles, reducing from 52% to 40% of males who work part time.

GPG Measure 6: Full-time/part-time gross pay by gender

Median

Male Full – time	Female Part -time	Difference	% difference
£18.41	£17.01	£1.40	7.6%

Mean

Male Full – time	Female Part -time	Difference	% difference
£20.34	£18.34	£2.00	9.8%

This measure is used to demonstrate the full impact of the different working patterns between men and women across the labour market. Organisations such as Close the Gap argue that the real measure of the GPG is comparing men’s full-time work to women’s part-time. It would be expected that the gap between the full-time male staff to part-time female staff would be a greater percentage than the pay gap between all male staff and all female staff. For Scotland, the gender pay gap for this measure is 32.7%.

The median gender pay gap for full-time male staff to part-time female staff at the SPCB is 7.6%. This has increased from 2.9% in 2018, which is the same increase experienced by the measure of comparing all full-time staff. The reason for this is explained by the median point of full-time males rising to pay scale point 11, whereas the median pay scale point for part time females remains at point 9.

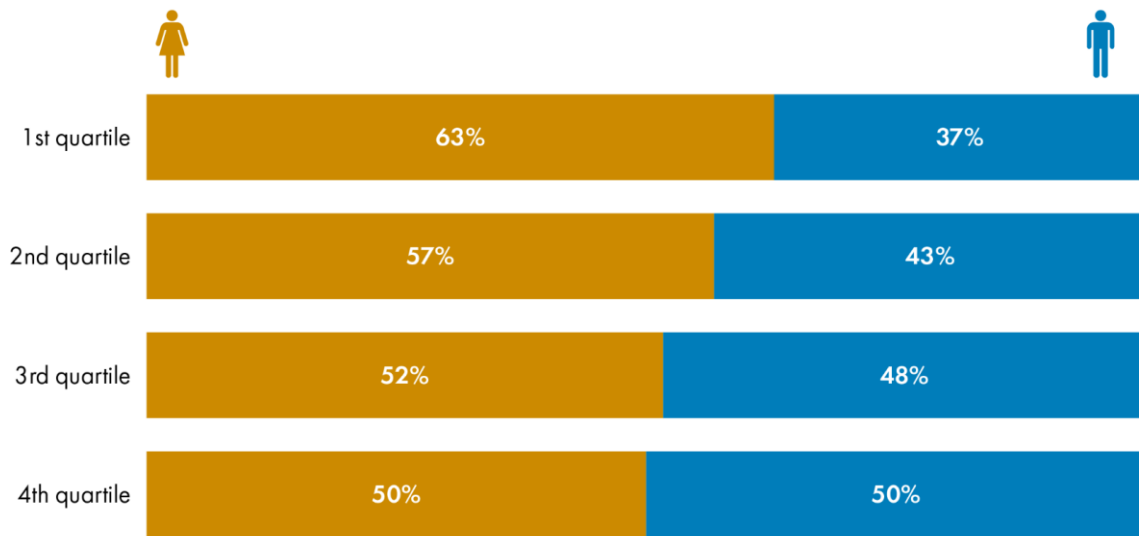
GPG Measure 7: Gender and pay quartiles

All staff

	Male (No)	% of quartile	Female (No)	% of quartile
1st quartile	56	37.8%	92	62.2%
2nd quartile	64	43.2%	84	56.8%
3rd quartile	71	48.0%	77	52.0%
4th quartile	74	50.0%	74	50.0%
	265		327	

This measures the proportion of males and females in each quartile when divided into four groups ordered from lowest to highest pay. This demonstrates whether there is an overrepresentation of one gender within lower or higher paid jobs. At the SPCB more women are represented within the first three quartiles with equal representation in the fourth upper quartile. This is a change from the previous GPG where there has been a slight shift of female representation from the second quartile into the third quartile.

2019 quartile representation



Pay by Age Group

For the analysis of staff by age group, see the tables below for median and mean hourly rate (excluding overtime, allowances, exceptional contribution).

Median

Age Band	Male				Female			
	No of staff	All	F/T	P/T	No of staff	All	F/T	P/T
19 and under	0	N/A	N/A	N/A	7	£9.20	£9.20	N/A
20-24	12	£13.33	£13.33	£12.34	14	£11.35	£11.35	£11.35
25-29	15	£13.33	£13.33	N/A	22	£13.33	£13.33	£13.33
30-34	22	£17.01	£17.17	£11.35	21	£17.17	£17.09	£21.71
35-39	32	£17.17	£17.17	N/A	50	£17.01	£17.01	£18.32
40-44	43	£18.41	£21.71	£17.09	51	£17.01	£17.01	£16.53
45-49	42	£21.71	£21.71	£21.71	50	£21.71	£17.01	£27.38
50-54	47	£21.71	£21.71	£27.38	52	£21.71	£27.38	£17.01
55-59	24	£13.33	£17.01	£13.33	33	£17.01	£17.01	£13.33
60-64	18	£17.01	£17.01	£17.01	18	£16.10	£19.36	£13.33
65+	10	£13.33	£19.36	£13.33	9	£13.33	£13.33	£13.33
	265				327			

Mean

Age Band	Male				Female			
	No of staff	All	F/T	P/T	No of staff	All	F/T	P/T
19 and under	0	N/A	N/A	N/A	7	£10.22	£10.22	N/A
20-24	12	£13.19	£13.36	£12.34	14	£12.22	£12.54	£11.35
25-29	15	£13.98	£13.98	N/A	22	£13.19	£13.08	£13.95
30-34	22	£16.14	£16.79	£12.01	21	£17.12	£16.89	£21.71
35-39	32	£18.09	£18.09	N/A	50	£18.21	£17.84	£18.87
40-44	43	£20.05	£20.29	£17.71	51	£18.39	£18.74	£17.85
45-49	42	£23.60	£23.69	£21.72	50	£21.02	£19.33	£25.82
50-54	47	£23.57	£23.66	£22.82	52	£23.58	£25.40	£18.62
55-59	24	£20.85	£22.01	£12.67	33	£17.09	£17.57	£15.81
60-64	18	£21.01	£19.79	£24.18	18	£18.40	£20.94	£15.22
65+	10	£17.50	£21.67	£14.73	9	£14.26	£13.33	£14.53
	265				327			

The GPG is balanced across the majority of pay grades however there are a few pay differences across some of the age ranges, including a higher median pay gap for women aged 55-59, 20-24 and 40-44. This may be related to women taking time off for children or caring for older adults. Women are more likely to be the primary carer in a family

Ethnicity Pay Gap Report 2019

Executive Summary

In support of our aim to be an inclusive workplace the SPCB is extending pay gap reporting to ethnicity ahead of any possible legislative requirements. This data will support the work being carried out to promote diversity amongst our staff and provide baseline data for the SPCB's Leadership Group to review as part of its commitment to deliver on the Parliament's Diversity and Inclusion strategy.

- The high-level median Ethnicity Pay Gap for SPCB staff (based on declaration rate of 74%) is 21.6%.
- The pay gap increases to 22.4% for full-time staff, but positively is -0.9% for part-time staff.

The data in this report was taken at the snapshot date of 31 March 2019. The data is limited by the ethnicity diversity declaration rates from parliamentary staff.

There is not a legislatively agreed format for ethnicity pay gap reporting at this time, we have therefore made the decision to closely align the measures to those required for Gender Pay Gap reporting:

- mean and median pay gap in hourly pay (excluding bonuses, etc)
- mean and median pay gap in hourly pay (including bonuses, etc)
- mean and median pay gap in hourly pay for full-time staff
- mean and median pay gap in hourly pay for part-time staff
- proportion of ethnic minority and white people in each pay quartile

What is the Ethnicity Pay Gap?

We take an inclusive approach to how we collect the data. This is aligned to our values rooted in respect for all employees and being inclusive of everyone who works in the Scottish Parliamentary Service. For example, our definition of minority ethnic includes Polish and Gypsy Travellers unlike the Census grouping which includes only Black, Asian, Mixed and other ethnic. In addition, we use language that represents how our employees describe themselves such as BAME (Black, Asian and minority ethnic).

One of the ethnicity pay gap reporting methods as defined by the Office of National Statistics (ONS) has been used for the purposes of this report². Due to the size of the dataset at the SPCB the two-category breakdown has been used.

The two-category ethnicity breakdown is:

- White (White Scottish, Other British, Irish and Other)
- Ethnic Minority group

² [ONS – Ethnicity Pay Gaps 2018](#)

The ethnicity pay gap is calculated as the difference between the average hourly earnings of White staff and Ethnic Minority staff groups as a proportion of average hourly earnings of White staff earnings.

A negative pay gap occurs where the average earnings of staff from an ethnic minority are more than that of White staff.

Why report on the Ethnicity Pay Gap?

Reporting on the pay gap will allow the SPCB to analyse whether existing policies and practices promote equality. The organisation can plan to take remedial action once it knows if a pay gap exists and if its practices will close the gap. The publication will also prepare the SPCB for any legislative requirement.

Method of Calculation

For the measures in this report the median and mean hourly rates of pay were calculated. The median pay is the middle point of the population and the mean pay, the arithmetic average of a population.

The hourly pay rate is recommended because this enables the pay of part-time staff to be compared with full-time staff.

Staff Profile by Part Time/Full Time Status

Part-time staff account for 20.9% of all staff. Part time working is defined by the ONS as working 30 paid hours or fewer a week.

- BAME or Mixed ethnicity staff are 9% more likely to work part-time (29%) than White staff (20%).
- BAME or Mixed ethnicity staff account for 3.6% of all full-time staff

Response	PT	FT	Total
BAME	4 (21%)	15 (79%)	19
Mixed	3 (60%)	2 (40%)	5
White	79 (20%)	324 (80%)	403
Prefer not to say	0 (0%)	12 (100%)	12
Nil Return	38 (25%)	115 (75%)	153
Total	124 (21%)	468 (79%)	592

(% staff by ethnicity)

Grade Distribution

	BAME	White	Mixed	Prefer not to say	Total
1	2 (40.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	2
2	11 (5.1%)	125 (57.9%)	1 (0.5%)	1 (0.5%)	138
3	3 (3.2%)	77 (81.1%)	0 (0.0%)	3 (3.2%)	83
4	1 (0.8%)	85 (66.9%)	3 (2.4%)	3 (2.4%)	92

	BAME	White	Mixed	Prefer not to say	Total
5	2 (2.0%)	75 (75.0%)	1 (1.0%)	2 (2.0%)	80
6	0 (0.0%)	30 (78.9%)	0 (0.0%)	3 (7.9%)	33
7 and above	0 (0.0%)	11 (100.0%)	0 (0.0%)	0 (0.0%)	11
	19	403	5	12	439

(% of staff within grade)

- There was nobody at grade 6 and above who identified as ethnic minority.

Ethnicity Pay Gap Measure 1: Single figure - Hourly rate of pay (excluding overtime, shift allowances, exceptional contribution) for all employees

Median

BAME	White	Difference	% difference
£13.33	£17.01	£3.68	21.6%

Mean

BAME	White	Difference	% difference
£15.31	£20.20	£4.89	24.2%

This figure looks at the hourly rate of pay for all staff (full-time and part-time) by ethnicity, it is the high-level indicator of earning power. This year the median pay gap is 21.6%. The mean pay gap is 24.2%.

Ethnicity Pay Gap Measure 2: Single figure – Hourly rate of pay (including overtime, shift allowances, exceptional contribution) for all employees

Median

BAME	White	<u>Difference</u>	<u>% difference</u>
£18.07	£13.85	£4.22	23.4%

Mean

BAME	White	<u>Difference</u>	<u>% difference</u>
£15.65	£20.85	£5.20	24.9%

This figure looks at the gross hourly rate of pay including overtime, shift allowances and exceptional contribution for all staff (full-time and part-time) by ethnicity. The median pay gap for this measure is 23.4%. The mean is 24.9%. This measure allows the SPCB to analyse whether one group is able to earn more from their availability to work longer hours and to work unsocial hours and includes those who have received exceptional contribution awards.

We need to conduct further analysis to understand the reasons for this pay gap. The measure is limited by the fact we do not have 100% declaration rate for ethnicity.

Ethnicity Pay Gap Measure 3: Gross pay for full time employees

Median

BAME	White	Difference	% difference
£13.33	£17.17	£3.84	22.4%

Mean

BAME	White	Difference	% difference
£14.26	£20.38	£6.12	30.0%

The median pay difference for all full-time staff is £3.84. This equates to a 22.4% median pay gap. This measure is again limited by a less than 100% declaration rate from staff.

Ethnicity Pay Gap Measure 4: Gross pay for part time employees

Median

BAME	White	Difference	% difference
£17.17	£17.01	£0.16	-0.9%

Mean

BAME	White	Difference	% difference
£17.84	£19.46	£1.62	8.3%

The median pay difference for all part-time staff is £0.16.

Ethnicity Pay Gap Measure 5: Ethnicity and pay quartiles

	BAME (No)	% of quartile	White (No)	% of quartile
1st quartile	10	9.4%	96	90.6%
2nd quartile	7	6.5%	100	93.5%
3rd quartile	5	4.7%	102	95.3%
4th quartile	2	1.9%	105	98.1%
	24		328	

This measures the proportion of staff by ethnicity in each quartile when divided into four groups ordered from lowest to highest pay. This demonstrates whether there is an overrepresentation of one group within lower or higher paid jobs.

Based on the available data, there is a good representation of ethnic minority staff in the first two quartiles (9.4% and 6.5%), however in the upper quartile which includes senior management the representation drops to 1.9%.

Disability Pay Gap Report 2019

Executive Summary

In support of our aim to be an inclusive workplace the SPCB is extending pay gap reporting to disability ahead of any possible legislative requirements. This data will support the work being carried out to promote diversity amongst parliamentary staff and provide baseline data for the SPCB's Leadership Group to review as part of its commitment to deliver on the Parliament's Diversity and Inclusion strategy.

- The high-level median Disability Pay Gap for SPCB staff (based on a declaration rate of 74.2%) is 0.9%.
- The pay gap is 0.9% for full-time staff and 0.0% for part-time staff.

The data in this report was taken at the snapshot date of 31 March 2019. The data is limited by the disability declaration rates from the staff group.

There is not an agreed format for disability pay gap reporting at this time, we have therefore made the decision to closely align the measures to those required for Gender Pay Gap reporting:

- mean and median pay gap in hourly pay (excluding bonuses, etc)
- mean and median pay gap in hourly pay (including bonuses, etc)
- mean and median pay gap in hourly pay for full-time staff
- mean and median pay gap in hourly pay for part-time staff
- proportion of disabled and non-disabled staff in each pay quartile

The Disability Pay Gap

It is not possible to compare to Scottish national data due lack of availability. However, the Trades Union Congress (TUC) did report a 15% UK disability pay gap in 2018.³ This is also the first year that we have gathered this data for SPCB staff and we are therefore unable to compare to previous years.

The Scottish Census 2011 indicates that 20% of the population have a disability or long term health condition. At the SPCB, 8.6% of staff declared a disability.

What is the Disability Pay Gap?

The disability pay gap is a measure of the difference between disabled and non-disabled people's average earnings across an organisation or the labour market. It is expressed as a percentage of the earnings of non-disabled people. A negative pay gap occurs where the average earnings of disabled people are more than that of non-disabled people.

Why report on the Disability Pay Gap?

Reporting on the pay gap will allow the organisation to analyse whether existing policies and practices promote equality. The organisation can plan to take remedial action once it knows if a pay gap exists and if its practices will close the gap. The disability pay gap is an important measure because it describes the actual pay staff earn rather than describing a situation in which all staff have equal circumstances.

³ [Disability Rights UK](#)

Method of Calculation

For the measures in this report the median and mean hourly rates of pay were calculated. The median pay is the middle point of the population and the mean pay, the arithmetic average of a population.

The hourly pay rate is recommended because this enables the pay of part-time staff to be compared with full-time staff.

Staff Profile by Part Time/Full Time Status

Part-time staff account for 20.9% of all staff. Part time working is defined by the ONS as working 30 paid hours or fewer a week.

- Disabled staff were slightly less likely (by 2%) to work part-time than non-disabled staff.
- Disabled staff account for 9% of all full-time staff

Response	FT	PT	Total
Disabled	42 (82%)	9 (18%)	51
Non-Disabled	302 (80%)	76 (20%)	378
Prefer not to say	9 (82%)	2 (18%)	11
Nil Return	115 (76%)	37 (24%)	152
Total	468	124	592

(% staff by response)

Grade Distribution

Grade	Disabled	Non-disabled	Prefer Not to Say	Total
1	1 (20%)	1 (20%)	0 (0%)	2
2	18 (8.3%)	119 (55.1%)	1 (0.5%)	138
3	14 (14.7%)	68 (71.6%)	1 (1.1%)	83
4	6 (4.7%)	84 (66%)	2 (1.6%)	92
5	10 (10%)	67 (67%)	3 (3%)	80
6	2 (5.3%)	29 (76.3%)	3 (7.9%)	34
7 and above	0 (0%)	10 (90.9%)	1 (9.1%)	11
	51	378	11	

(% of staff within grade)

Disability Pay Gap Measure 1: Single figure - Hourly rate of pay (excluding overtime, shift allowances, exceptional contribution) for all employees

Median

Disabled	Non-disabled	Difference	% difference
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£17.01	£17.17	£0.16	0.9%
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Mean

Disabled	Non-disabled	Difference	% difference
£17.98	£20.12	£2.14	10.6%

This figure looks at the hourly rate of pay for all staff (full-time and part-time) by disabled and non-disabled status, it is the high-level indicator of earning power.

This year the median pay gap is 0.9%. The mean pay gap is 10.6%.

Disability Pay Gap Measure 2: Single figure –Hourly rate of pay (including overtime, shift allowances, exceptional contribution) for all employees

Median

Disabled	Non-disabled	Difference	% difference
£17.01	£18.06	£1.05	5.8%

Mean

Disabled	Non-disabled	Difference	% difference
£18.30	£20.79	£2.49	12.0%

This figure looks at the gross hourly rate of pay including overtime, shift allowances and exceptional contribution for all staff (full-time and part-time) by declaration of a disability.

The median pay gap for this measure is 5.8%. The mean is 12.0%. This measure allows the SPCB to analyse whether one group is able to earn more from their availability to work longer hours and to work unsocial hours and includes those who have received exceptional contribution awards.

We need to conduct further analysis to understand the reasons for this pay gap. The measure is limited by the fact we do not have 100% declaration rate for disability.

Disability Pay Gap Measure 3: Gross pay for full time employees

Median

Disabled	Non-disabled	Difference	% difference
£17.01	£17.17	£0.16	0.9%

Mean

Disabled	Non-disabled	Difference	% difference
£17.76	£20.33	£2.57	12.6%

The median pay difference for all full-time staff is £0.16. This equates to a 0.9% median pay gap. This measure is again limited by a less than 100% declaration rate from staff.

Disability Pay Gap Measure 4: Gross pay for part time employees

Median

Disabled	Non-disabled	Difference	% difference
£17.01	£17.01	£0.00	0%

Mean

Disabled	Non-disabled	Difference	% difference
£19.01	£19.26	£0.25	1.3%

The median pay difference for all part-time staff is £0.00. The median pay is 0%.

Disability Pay Gap Measure 5: Disability and pay quartiles

	Disabled	% of quartile	Non-Disabled	% of quartile
1st quartile	13	12.1%	94	87.9%
2nd quartile	14	13.1%	93	86.9%
3rd quartile	7	6.5%	100	93.5%
4th quartile	17	15.7%	91	84.3%
	51		378	

This measures the proportion of people with a declaration of a disability in each quartile when divided into four groups ordered from lowest to highest pay. This demonstrates whether there is an overrepresentation of one group within lower or higher paid jobs.

Based on the available data, there is a good representation of disabled people in the first, second and fourth quartile. Representation is low in the third quartile at 6.5%.

What do the pay gap reports tells us?

This year we have been able to include more data than the statutory Gender Pay Gap requirement voluntarily reporting on the total earnings pay gap for disabled and BME employees. We wanted to go above and beyond what is required to show our median and mean diversity pay and bonus gaps based on hourly rates of pay as at the snapshot date of 31 March 2019.

Improving our diversity balance and closing diversity pay gaps are important to the SPCB and the data will help us to consider any issues contributing to the pay gap so that we can respond in the most effective manner.

The Pay Gap in the UK

According to the EHRC, pay gaps in the UK are substantial and are a good indicator of inequalities in access to work, progression and rewards. For example, in the UK the gender pay gap stood at 18.1% (ONS, 2016), the ethnicity pay gap at 5.7% (Longhi and Brynin, 2017),ⁱ and the disability pay gap at 13.6% (EHRC, 2017). Some of the root causes that are attributable to these pay gaps are linked to poorer educational attainment, different educational choices, the concentration of these groups in lower paid, lower skilled and part-time jobs and the barriers getting into and progressing at work.

Key Findings for the SPCB

Our findings show that we have almost closed the pay gap in terms of gender. The high-level median Gender Pay Gap (GPG) for all staff has fallen from 11.1% in 2016 to 0.9%. The gender pay gap increases to 7.6% when including exceptional contribution awards, allowances and overtime, however has reduced dramatically from 14.6% in the previous year. When reviewing gender and pay quartiles, women have a higher representation than men within the 1st, 2nd and 3rd quartiles with the fourth and highest quartile showing a 50/50 representation.

Our gender pay gap is less than 1% but we still recognise the societal impacts on women in the workplace and continue to work hard to ensure there are no barriers to women during the employment life cycle. Women have challenges with managing their work life balance. They are still considered to be the primary carer in the family which can impact on career progression. In addition, women are more likely to work part time than men and continue to experience a glass ceiling. We need to make sure we continue to address these issues and that as an employer meet our target of 5050 by 2020 and beyond.

The pay gap on disabled employees is positive in that the headline figure for staff demonstrates a pay gap under 1%. However, this should be caveated that the diversity staff data is not available for all staff, this is based on a 74% declaration rate. That said we know that 8.6% of disabled staff is lower than the UK average and we will continue to work towards improving our recruitment practices to ensure they are accessible and inclusive to everyone.

The data on BME staff however shows us that there is a significant ethnicity pay gap again, based on 74% declaration rate. The available data also show us that ethnic minority staff are under-represented at more senior levels. Whilst we have already been responding to the lack of diversity of BME staff, looking forward we must focus on how we retain and develop those staff that we are bringing into the organisation.

Increasing the diversity in our workforce does come with its challenges. Our staff are proud to work at the Parliament and because of this there is a low turnover of staff. We also have a small pool of candidates for job roles and makes it difficult to diversify the range of applicants. This is why we have taken steps towards improving our recruitment approach that will help us attract a more diverse range of candidates. We have committed to a series of actions toward creating a more inclusive approach to recruitment that will ultimately lead to a more diverse workforce.

Our commitment to gender equality

It is positive to report from the data that the gender pay gap has fallen to less than 1% and women are moving into more senior positions with the fourth quartile now 50/50 which shows progression from previous years. The steps we have taken to close the pay gap are:

- In 2015, we started on our diversity journey by launching a Women in Leadership programme to address the lack of women at senior levels and give women the opportunity to develop their potential.
- In our new recruitment approach, we have used testimonials and case studies of women for jobs in sectors where women are underrepresented.
- We introduced the Happy to talk Flexible working and promote this on all our recruitment materials.
- We increased the number of part time opportunities available including two part time posts at senior leadership level.
- Pay journey times were reviewed at the lower grades where women are heavily represented which minimises the length of time for progression.

Ethnic Diversity of the Workforce

We have known since 2014, that BME staff are underrepresented at all levels in the organisation. Since then we have seen an increase of BME staff being recruited into the SPCB. For example, BME people were targeted through the Apprenticeship Programme and recruited into our temporary resourcing pool. On that, we have successfully recruited BME staff through these routes. We are proud of what has been achieved, however this is only the start and we must focus on developing and retaining our staff. We know this will take some time to see the progression reflected within higher grade roles. We will therefore continue to seek feedback from our BME candidates in defining what development opportunities they need to progress their careers at the Parliament.

Adopting an Inclusive Approach to Recruitment

Our recruitment approach has changed in many ways which has helped us to attract applicants from a more diverse range of people:

- Our focus in the last year has been on building partnerships with external organisations to facilitate inward and outward secondments and create routes into careers for people with potential. We will work more closely with the Scottish Government on promoting job fairs and career events and use them as a benchmark for measuring progress.
- Feedback is sought from candidates on the overall experience, for example the feedback from the Apprenticeship Programme has been invaluable in helping us to shape and improve our recruitment practices.
- We have developed alternative solutions for meeting short term recruitment needs including reducing our reliance on agencies, introducing our own temporary resourcing pool and short-term interchange arrangements with other domestic legislatures. For example, the pool of diverse candidates is likely to be higher in London than in Scotland. Looking ahead, we will explore further the opportunities in the labour market to identify which posts are targeted. We will also encourage local offices to review the diversity profile of their teams to establish if there are barriers at the application / interview stages.
- Opportunities are being explored for cross office collaboration between HR, Committees and Outreach in our engagement with BME communities.
- Our values are built into the way we describe job roles which has been threaded through specific posts that have been advertised. Our new recruitment approach will be rolled out early in 2020 and our plan is to educate managers on recruiting against values.

Reinforcing Our Values

Our ambitions go beyond closing the pay gap: we are committed to be an inclusive organisation by giving every staff member the support they need to reach their potential. It is important that if we want to be diverse and bring people in from different backgrounds that we need to be able to retain and support the talent which we attract. Therefore, our values are rooted in respect for all staff and adopting an inclusive approach to everything we do - one where everyone can develop and succeed. They form a central part of our working culture and provide commonality, direction and ownership.

We have committed to building our values into our recruitment approach and by doing this have attracted a more diverse range of candidates for our jobs. All roles are advertised and recruited in a way which reflect our values and commitment to diversity using tools where necessary. We know from feedback that candidates from diverse backgrounds have welcomed this. We will continue to recruit in this way.

Offering Flexibility in the Workplace

According to the EHRC, a full-time position is based on the notion of a white able-bodied man and that working from this premise means that there are some groups that will be placed at a greater disadvantage. They will struggle to balance their home and work life whether that's to do with childcare or looking after older parents or having a disability that affects your ability to work a 9-5 job.

We know that women are more likely to be the primary carers and whilst society is changing, maternity structures and access to childcare in the UK makes it difficult for both parents to share the responsibility. In previous years we saw that women were paid less between the ages of 35-44 but this has shown some improvement in 2019. We also know from focus groups facilitated by Fathers Network Scotland in the parliament that fathers and partners struggle with juggling home and work life with a new born child.

Whilst there are good work life balance policies in place it may be helpful to benchmark these against other UK legislatures and the Scottish Government to make sure we are providing the right level of support so that all our staff can develop and excel at work.

The data from the report also shows that BME staff are more likely to work part time than their white colleagues. This may be attributable to having responsibilities for extended family and how this might affect balancing their home and work life. For example, we know from our staff experience that extended family funerals, weddings and other important events impact on work time. Managers should have greater awareness of the impact of cultural differences when taking decisions around work life balance.

That said, we recognise flexible working is an important aspect of everyone's lives and we have a wider range of working patterns supported across the organisation. Our jobs are advertised with the Happy to Talk flexible working logo to encourage people from diverse background to apply for our jobs.

Improving Disclosure rates

We do have to recognise that our disclosure rates have improved but we have set to reach our target of 90% which we will continue to work towards in 2020. We need to make sure staff are comfortable in disclosing their data as this is critical to our ability to determine actions and measure impact.

What we will do next?

We want to continue to build on the success of what has been achieved so far but we know we need to do more. Our next step is to implement an Improvement plan for 2020-2021 which sets out the recommendations to close any pay gap. Many of these recommendations are based on research that was carried out by Leah Mitchell who conducted a study on the recruitment of BME people in the parliamentary service.

Appendix: SPCB Staff Pay Scale

Grade	Salary Point	Salary @ 01/04/18	Salary @ 01/04/19
1	1	£17,699	£18,230
1	2	£19,206	£19,783
1	3	£20,711	£21,333
2	4	£21,837	£22,493
2	5	£23,199	£23,895
2	6	£25,641	£26,411
3	7	£26,395	£27,187
3	8	£29,241	£30,119
3	9	£32,724	£33,706
4	10	£33,037	£34,549
4	11	£35,413	£36,476
4	12	£37,789	£38,923
4	13	£41,777	£43,031
5	14	£42,066	£44,107
5	15	£44,927	£46,275
5	16	£47,788	£49,222
5	17	£52,679	£54,260
6	18	£53,196	£55,617
6	19	£55,526	£57,192
6	20	£58,380	£60,132
6	21	£61,233	£63,070
6	22	£66,654	£68,654
7	23	£66,985	£70,371
7	24	£69,440	£71,524
7	25	£72,554	£74,731
7	26	£75,666	£77,936
7	27	£81,937	£84,396
8	28	£83,887	£86,506
8	29	£88,414	£91,067
8	30	£93,189	£95,985
8	31	£98,227	£101,174
8	32	£103,543	£106,650
8	33	£111,289	£114,628
CCE	34	£136,031	£140,112
CCE	35	£139,392	£143,574
CCE	36	£142,836	£147,122
CCE	37	£146,366	£150,757
CCE	38	£149,985	£154,485
CCE	39	£154,991	£159,641

