

Gender Pay Gap & Occupational Segregation Summary

March 2015



Gender Pay Gap

The gender pay gap is percentage difference between men's average hourly pay and women's average hourly pay. We have calculated our pay gaps by:

- Determining the basic (excluding overtime) hourly rate of pay for each employee.
- Calculating the average hourly rate of pay for male employees and female employees. Determining the mean average by adding together all of the individual hourly rates for female and male employees and dividing this by the total number of male employees and total number of female employees.
- Dividing the female average hourly rate by the male average hourly and multiplying this figure by 100 to give a total. Subtracting the total from 100 to give the gender pay gap.

Our gender pay gap for 2013 and 2015 is shown below:

	2013	2015
All employees (excluding teachers)	-0.53% (in favour of women)	-2.54% (in favour of women)
Teachers	2.75% (in favour of men)	1.39% (in favour of men) *

*The figure for teachers 2015 has been amended from October 2015. The previous reported figure (2.73%) had been transposed incorrectly.

We view this pay gap positively when compared against other organisations and the Scottish average which sits at 11.5% in favour of men (Close the Gap November 2014).

Since 2013 there has been a decrease in our overall workforce however we have managed to maintain our pay gap in favour of women and slightly reduce the gap in favour of men in our teaching workforce. In particular we have seen a significant improvement in the number of women in leadership.

Occupational Segregation

Please [click here](#) to view a summary of occupational segregation within the organisation. There are seven tables within the spreadsheet and we have provided an explanation of each table below:

Table Number	The table provides a summary of:
One	Male and female employees (excluding teachers) by grade.
Two	Our male and female employees (excluding teachers) by job family (see below for job family explanation).
Three	Our male and female employees (excluding teachers) across grades one to eight and job family (see below for job family explanation).
Four	Our male and female employees (excluding teachers) across grades nine

	to fifteen in our leadership job family (see below for job family explanation).
Five	Our female and male employees (excluding teachers) by occupational group (see page two for definitions of occupational groupings).
Six	Our male and female employees (excluding teachers) by occupational group and grade (see below for definitions of occupational groupings).
Seven	Our male and female teaching employees by grade and job designation.

Job family Summary

Please [click here](#) to view a summary of typical jobs within each of our job families. We hope this will assist an understanding of our job family structure.

Occupational Grouping Summary

Please [click here](#) to view definitions for our occupational groupings which explains the types of roles included in each group.

Occupational Segregation

There are two types of occupational segregation, vertical and horizontal. Vertical segregation is where men and women are clustered into different levels of work. Horizontal segregation is where men and women are clustered into different types of work. We have provided a summary of each over the next few pages.

Vertical segregation (excluding teachers)

We carried out analysis on each of our pay grades which involved assessing the number of men and women in each grade and compared this against our 2013 data. We have provided some headline information regarding this below:

- Our employees are predominately women – 67% compared to 33% men. This is similar to 2013.
- The majority of our employees in grades one to four are women – 62.8%. This is similar to 2013.
- Grade three has the highest concentration of employees. 62.8% are women and 37.2% are men. There has been an increase in men in this grade since 2013.
- The majority of employees in grades five to eight are women 71.7%. This is similar to 2013.
- There has been an improvement in the gender split in grades 9-15. Women now make up 49.2% (43.9% in 2013) and men 50.7% (56.1% in 2013).
- There has been a significant improvement in women at grade 10. In 2013 27.3% of the grade was women, now 42.2% are women.
- The percentage of women in grade 7 is 67% which is reflective of the workforce however this drops to 63.3% at grade 8 and 54.5% at grade 9. This could indicate that vertical segregation starts at grade 8 despite the pay gap being in favour of women.
- There has been a general improvement in the representation of women reflective to the workforce across the grades since 2013.

Percentage of women in the top 2% and 5% of the organisation

As part of our statutory performance indicators we also monitor the top 2% and top 5% of earners in the organisation. This allows us to understand and monitor the number of women in senior positions. Details are shown below:

	2012/13	2014/15
Top 2 % of earners who are women	44.73%	51.25%
Top 5% of earners who are women	55.52%	59.37%

These positive changes would be expected given the differences in the representation of women across senior grades as explained on page two.

Horizontal segregation (excluding teachers) – We analysed each job family and assessed the number of men and women in each. We have provided a summary of this below:

Job families populated predominately by women	<ul style="list-style-type: none"> • Business support – 71.7% • Clerical & Admin – 83% • Community Facility Users Support – 66.7% • People Care & Support – 78.2% • Social Renewal Learning & People Development – 94.9%
Job families populated predominately by men	<ul style="list-style-type: none"> • Community Standards & Enforcement – 60.1% • Construction Repairs & Maintenance – 100% • Infrastructure Planning – 51.5% • Physical & Environmental Services – 97.7% • Security – 90.0% • Technical Services – 80.1% • Vehicle – 97.4%

Our horizontal segregation information shows that the job families where male and female employees sit match what is described as societal norms. There has been limited change in this since 2013 with the exception of our leadership job family where there has been a significant increase in the number of women.

We identified in 2013 that publishing information by job family didn't allow us to accurately understand occupational segregation due to the variety of occupations within each job family. We have therefore broken this information into concise occupational groupings, analysed this and provided a summary below:

Occupational groupings populated predominately by women	<ul style="list-style-type: none"> • Care – 95.2% • Casework – 74.5% • Children's residential – 84.8% • Clerical & admin – 82.8%
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	<ul style="list-style-type: none"> • Day care – 78.4% • Early years – 99.1% • Finance – 71.3% • Financial inclusion – 86.7% • Fostering – 75% • Human resources – 85.4% • Occupational therapists – 93.8%
Occupational groupings populated predominately by men	<ul style="list-style-type: none"> • Assistant supervisor of operatives – 97.1% • Bereavement services – 100% • Business and innovation – 83.3% • City cleansing and waste – 93.3% • Driving – 97.3% • Electricians – 100% • Enforcement – 94.4% • Events organisation – 93.8% • Operatives – 98.7%

This further analysis reinforces our finding in 2013 by job family where we identified that where men and women sit in the organisation matches what is described as societal norms.

Occupational Segregation – Teachers

- Our teaching workforce is predominately women 78.7% compared to 21.3% men. This is broadly similar to 2013.
- In all areas with the exception of quality improvement officers' women exceed men in relation to the overall workforce make up at all grades.
- The pay gap is in favour of men however the wide grade bandings make it difficult to identify where vertical segregation starts.

Next Steps

We have concluded from this information that we will:

- Develop guidance for our services to help them identify how to balance occupational segregation in appropriate occupational groupings where recruitment or redeployment activity is being undertaken.
- Identify activity to help reduce vertical and horizontal segregation.
- Ask our employees to update their personal information related to protected characteristics. This will ensure we are able to report meaningful occupational segregation information across protected characteristics in 2017.
- Continue to monitor our gender pay gap and occupational segregation information on a regular basis.