

Scottish Children's Reporter Administration

Gender Pay Gap Report – 2020

1. Introduction

The Gender Pay Gap (GPG) is a measure of the difference between women and men's average earnings across an organisation. The Scottish Children's Reporters Administration (SCRA) is required by law to publish an annual GPG report and this is the fourth year that SCRA has reported on their gender pay gap. A report is published each March.

The GPG data supplied is correct for all SCRA staff in post on 31 March 2019 (the snapshot date for the purpose of GPG reporting). The calculations are based on standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Each metric is presented as a percentage figure and shows how large the pay gap is between female and male staff in SCRA. The metrics set out in the Regulations, relevant to SCRA, are:

- the difference in the mean hourly rate of pay between female and male full pay relevant staff;
- the difference in the median hourly rate of pay between female and male full pay relevant staff;
- the proportions of female and male full pay relevant staff in each of the four quartile pay bands.

Gender pay is different to equal pay, which is a legislative act to prevent pay discrimination between female and male staff performing the same or similar work. SCRA is fully compliant with equal pay legislation and publishes an Equal Pay Statement every 4 years.

In addition to publishing the Gender Pay Gap information, SCRA also publishes pay gap information in relation to Ethnicity and Disability, Age, Full-time & Part-time and Grade. This information is included in this report.

SCRA's Gender Pay Gap report reflects a snapshot as at 31st March 2019. Previous reports have been based on information as at December or January in the reporting year. This change, and the changes to the data set used, is to bring our reporting in line with the guidance for Gender Pay Gap reporting. As the last report was based on a dataset as at 31st January 2019, it is anticipated that the information within this report will be broadly similar to that.

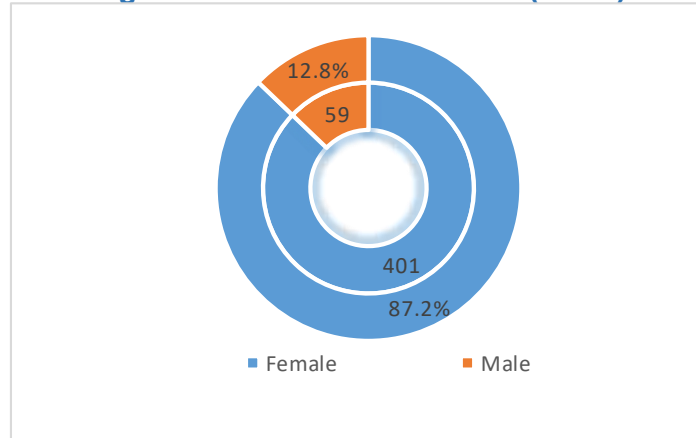
2. SCRA Workforce

The number of SCRA staff in post on 31 March 2019 was 475. Of the 475 staff in post, 15 individuals were excluded from the calculations in line with official guidance as these staff would not reflect a true hourly rate as part of the gender pay gap analysis. The exclusions were:

- 15 individuals who were excluded due to sickness, maternity and/or due to part month calculations for New Starts and Leavers

Therefore the number of SCRA staff included in the pay gap calculations are 460 and of this number, 87.2% were female and 12.8% were male (see Figure A).

Figure A - Total relevant staff (n 460)

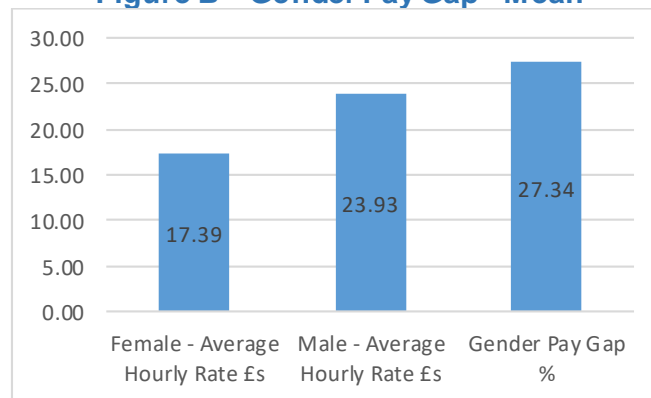


3. SCRA Gender Pay Results

a) Mean and Median Pay Gap

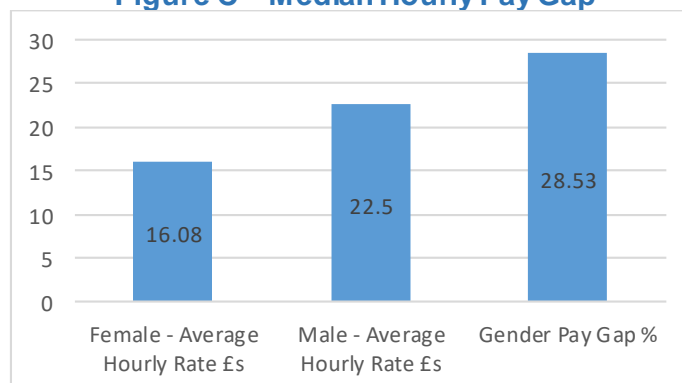
Mean pay is defined as the sum of all values divided by the number of relevant staff. The mean pay gap is the difference between average hourly earnings of female and male staff. The average hourly rate for a female was £17.39. For a male, the rate was £23.93. SCRA has a **Mean** gender pay gap of 27.34% (Figure B).

Figure B – Gender Pay Gap - Mean



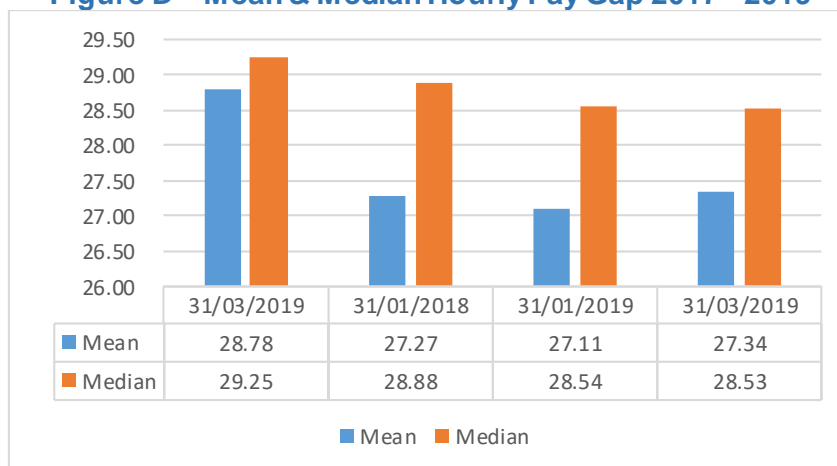
Median is defined as the middle value in the list of amounts when in ascending order. The median pay gap is the difference between the midpoints in the ranges of hourly earnings of female and male staff. The median hourly rate for female staff was £16.09 and for male staff was £22.50, resulting in a **Median** gender pay gap of 28.5% (Figure C).

Figure C – Median Hourly Pay Gap



SCRA has been reporting the mean and median pay gap since 2017. The trend for these figures show that while there have been some reductions over the reporting period, the pay gap remains high (see Figure D). Compared with the Office of National Statistics (ONS) 2019 Gender Pay Gap figures, SCRA's median figure is 11.73% higher than the median across UK public sector staff.

Figure D – Mean & Median Hourly Pay Gap 2017 - 2019



SCRA does not award bonus payments therefore we are not able to report a bonus gender pay gap as defined in the Regulations.

b) Pay Gap Analysis by Grade

Analysis of our data by grade highlights that while the pay gap by grade is within acceptable limits, as outlined in in Figure E, when you consider the gender make up across the grades, as outlined in Figure F, the grades at the lower end of the hourly rates are almost exclusively female and as the hourly rate increases the percentage of male employees in the pay grade also increases. This factor alone has a significant impact on SCRA's overall pay gap.

Figure E also shows that the pay gap at G2 grade has increased slightly, 0.29%, as at 31 March 2019, however, the trend over the 4 years of reporting has reduced from 5.13% to 2.78%.

Figure E also shows that the pay gap at F Grade, 2.13%, is beginning to show a slight reduction following an increase from -0.2% in 2017 to 2.22% at 31st January 2019. This in part reflects an increase in the number of female appointments at this grade (net 6) over the 4 year period and the gap is anticipated to level out as these staff move through the pay grade.

Figure E – Gender Pay Gap by Grade using Mean

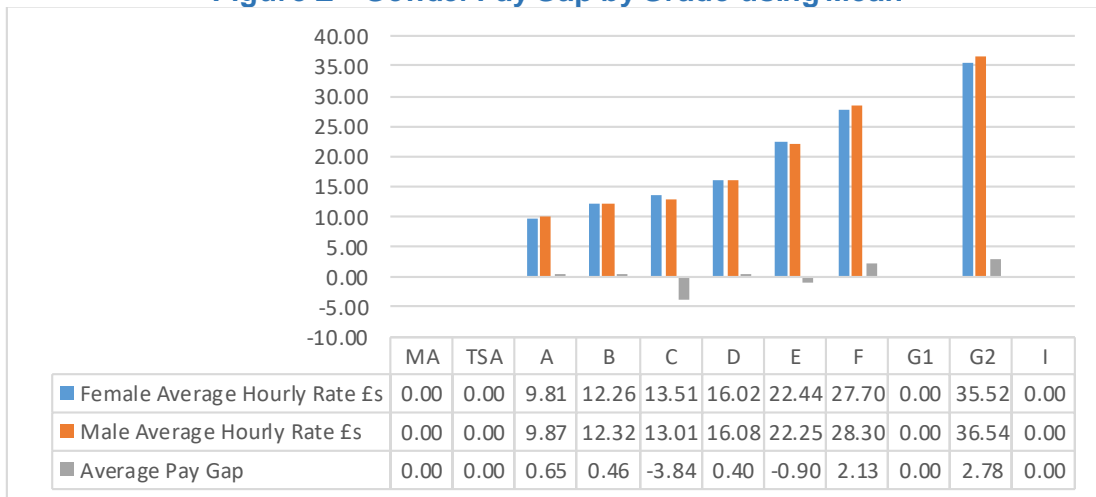
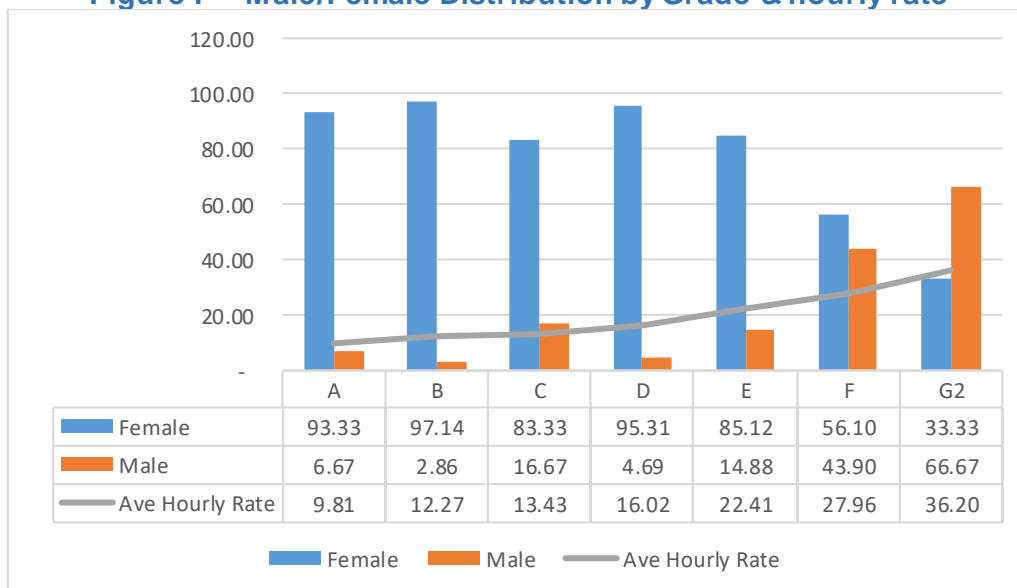


Figure F – Male/Female Distribution by Grade & hourly rate



c) Pay Gap Analysis by Part-time and Full Time

Comparing the mean hourly rate and pay gap for part-time and full-time staff (Figure G), as well as the distribution of male and female, full and part time staff across the grades (Figure H) shows that the mean pay gap for part-time staff is more than half the mean pay gap for full-time staff. This could be explained in part by the graph at Figure H where the distribution of male staff across the grades, for full-time and part-time, is concentrated at Grade E and F. It should be noted that there are only 5 males on a part-time contract which is likely to be a factor in the lower mean pay gap for part-time staff. (Note – the grade figures exclude those staff with more than one grade)

Figure G - Gender Pay Gap - Full Time vs Part Time (Mean)

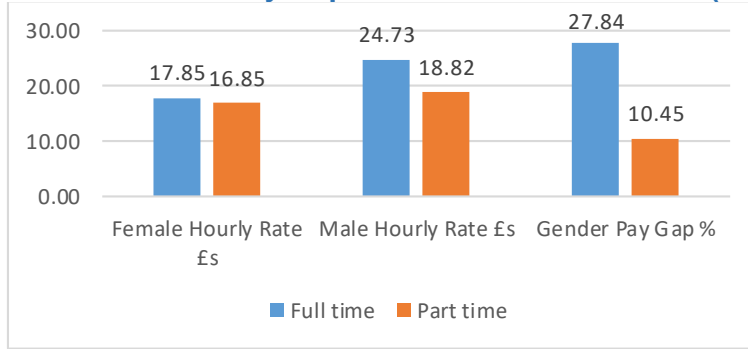
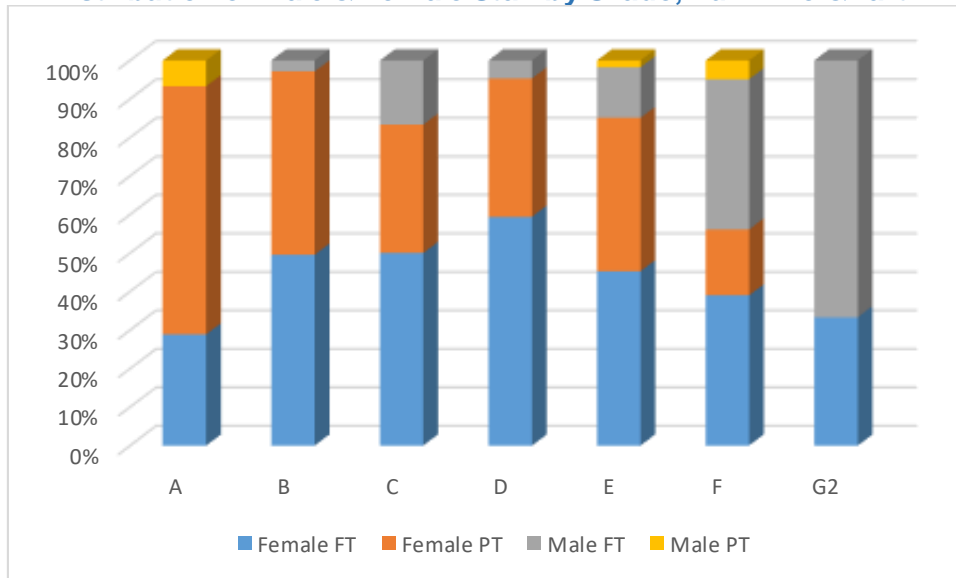


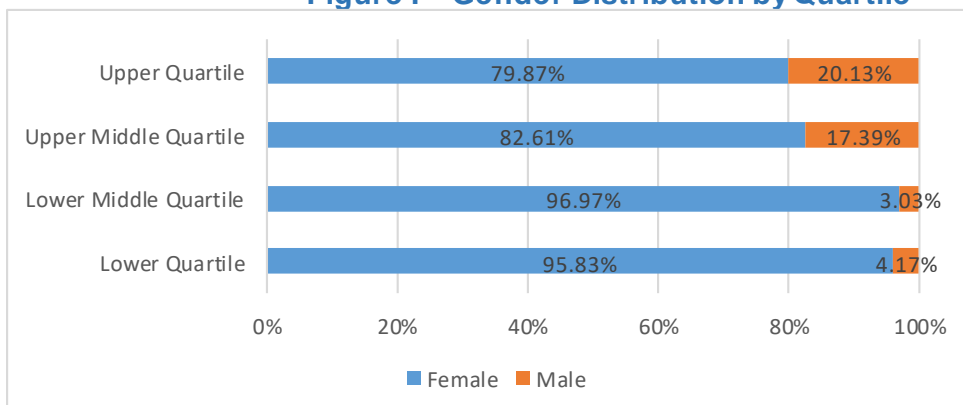
Figure H - Distribution of Male & Female Staff by Grade, Full Time & Part Time Hours



d) SCRA Pay Quartiles

Quartile pay bands are achieved by dividing the SCRA workforce into four equal parts, sorting the hourly rates by lowest rate to highest rate and recording the number of female and male staff in each quartile as a percentage figure (see Figure I). The percentages of females and males in each quartile illustrate the ratio of females to males according to their hourly rate of pay.

Figure I – Gender Distribution by Quartile



This information further illustrates the impact the male/female distribution in the lower quartiles with lower hourly rates has on the SCRA Pay Gap.

e) Pay Gap Analysis by Age

Figures J(a & b) below shows the mean and median pay gap by age band. The information demonstrates that the pay gap is more balanced in the lower age bands with the highest mean pay gap in age band 51 to 60 and a small reduction of 3.31% in the over 60 age band compared with the 2019 report. This compares with the Annual Survey of Hours and Earnings (ASHE) which shows that the age group 51 – 60 and over 60 are not declining significantly over time.

As in the SCRA 2019 Gender Pay Gap Report, the SCRA pay gap in the 41 – 50 age band continues to increase which is contrary to the substantial decline in that age band shown in the ASHE report. Further investigation shows that 58% of female staff in this age band are in Grades A to D compared to 6.7% of male staff, with 93% of male staff in Grades E to I compared to 42% of female staff. Therefore the hourly rates for female staff are impacted by the greater percentage of female staff in the lower grades and this also reflects the impact that the shape of the workforce is having on the pay gap.

Figure J(a) – Mean Pay Gap by Age

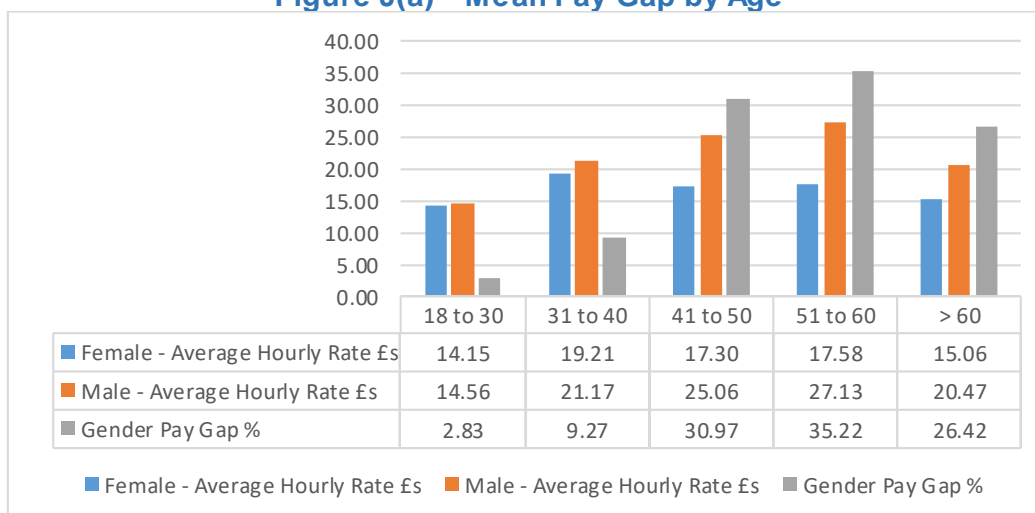


Figure J(b) – Median Pay Gap by Age

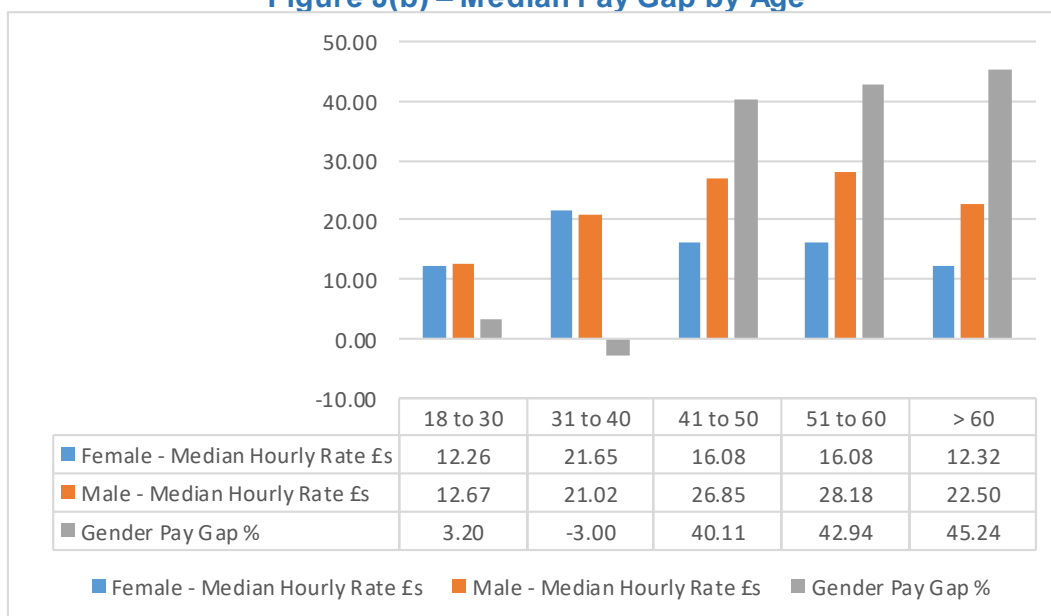


Figure K – Male/Female Distribution by Age Categories

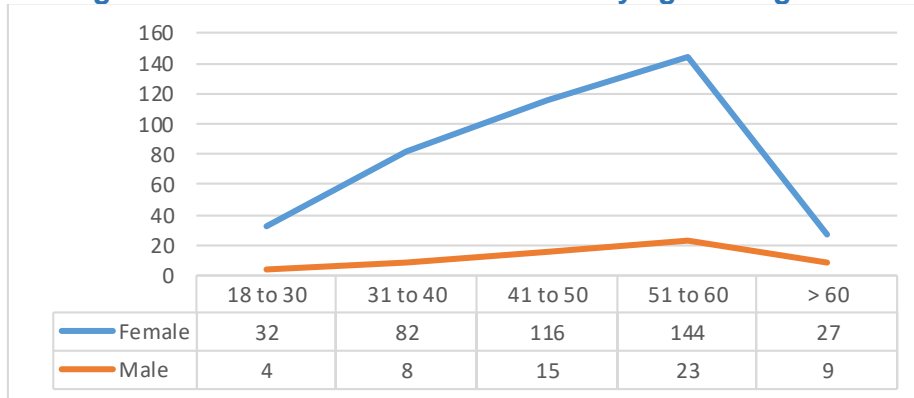
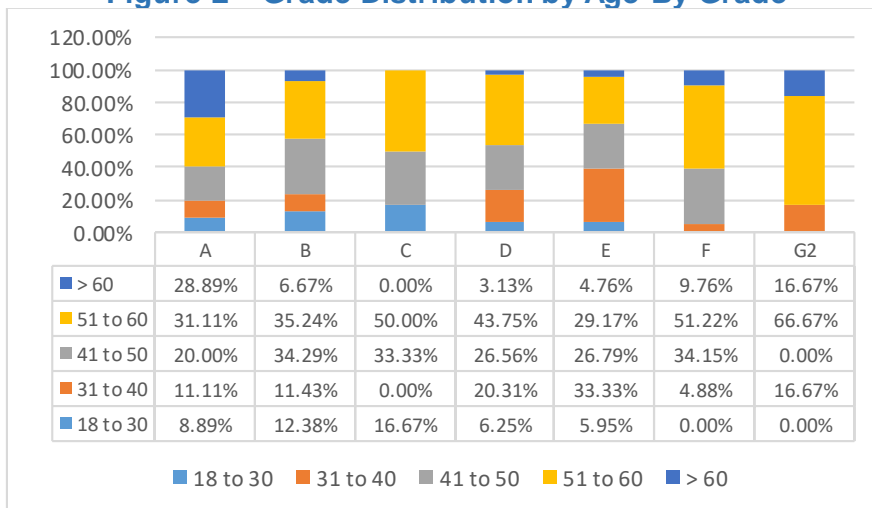


Figure L – Grade Distribution by Age By Grade

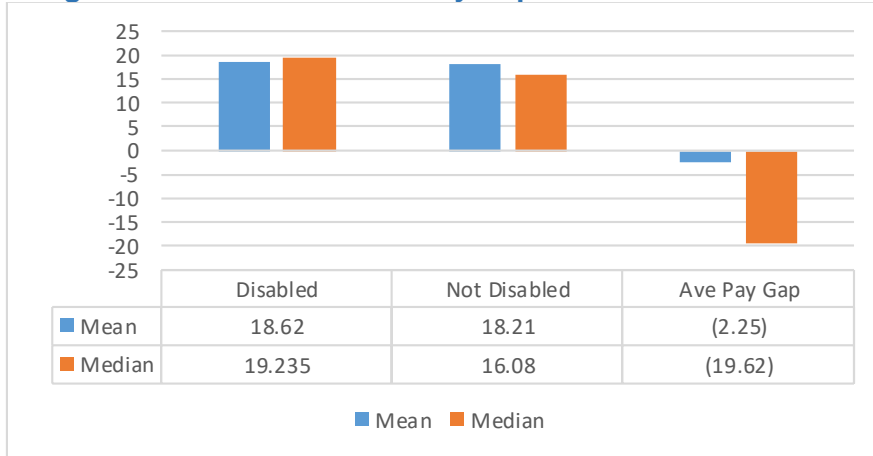


f) Pay Gap Analysis by Disability

SCRA’s disability gap measures the differences in average hourly rate between those staff who have declared a disability and those who have not or chosen not to declare. SCRA’s overall disability gap (mean) is -2.25% which is a reduction of 3.73% in favour of those with a declared disability.

Figure M shows both the mean and median gender pay gap as it relates to staff reporting a disability. The number of staff reporting a disability on the e-hr system increased from 9 in 2018 to 26 at the 2019 snapshot date, which better reflects the workforce that is supported in terms of their disability and both the mean and median gaps have reduced compared to 2018 by 6.01% and 1.55% respectively

Figure M – Mean & Median Pay Gap Disabled/Not Disabled



SCRA continues to be committed to supporting and retaining staff with a disability, through implementing reasonable adjustments, our Disability Leave Policy and a long term investment in occupational health and support. SCRA a Disability Confident Employer and are working towards the Disability Confident Leader award.

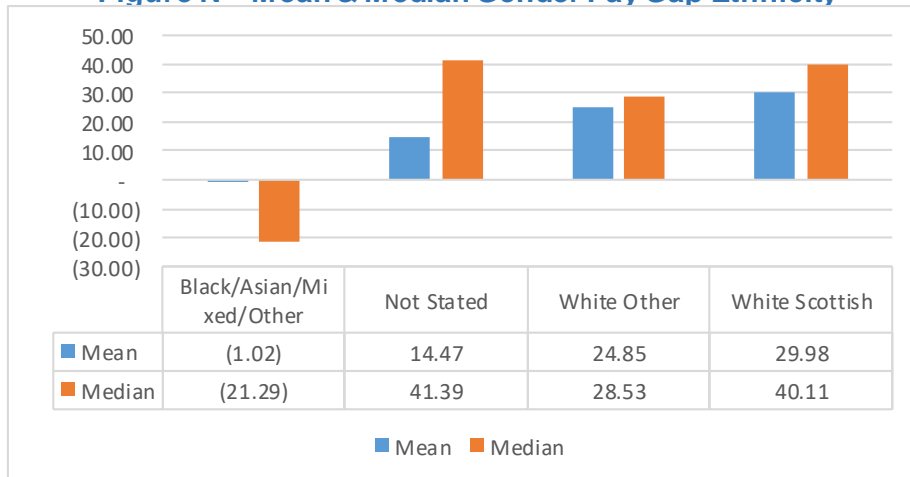
g) Pay Gap Analysis by Ethnicity

SCRA’s ethnicity gap measures the differences in average hourly rate between those staff who have declared their ethnicity as BME and those who have not. SCRA’s overall ethnicity gap (mean) is -2.62%. This is increase in favour of those with a declared ethnicity of BME of 2.2%.

The percentage of staff who have declared their ethnicity as BME is 1.96% This figure is reflective of the improved quality of the data with 78.5% of staff recording their ethnicity, however it continues to highlight an under representation of staff with a declared ethnicity across the staff group and in particular at senior professional and management grades.

Figure N further details the gender pay gap across all reported ethnicities held within the e-hr system, both in mean and median calculations. This shows that the pay gap for BME staff is in favour of women – 86% of these staff are female. This also shows that the pay gap for White Other (22.83% of staff) is most representative of SCRA’s gender pay gap with White Scottish mean figures 2.64% higher with the median 11.58% higher.

Figure N – Mean & Median Gender Pay Gap Ethnicity



SCRA's strategies aim to increase the diversity of our workforce so that it better reflects Scotland's diverse population and we acknowledge that this will take some time. However, better protected characteristic recording has enabled SCRA to better understand the areas for improvement.

6. Understanding the SCRA Gender Pay Gap

SCRA's pay gap at 27.34 (mean) and 28.53 (Median) has shown some small improvements over the last 4 years of reporting, as outlined in Figure D on Page 3, replicated in the table below.

	31/03/2019	31/01/2018	31/01/2019	31/03/2019
Mean	28.78	27.27	27.11	27.34
Median	29.25	28.88	28.54	28.53

SCRA's pay gap at grade level is within acceptable limits with improvements seen at the Senior and Executive Management level. SCRA Equality actions which included the Women into Leadership Network, visibility of flexible working options at all levels, developing of a Shadowing and Mentoring Scheme, access to development opportunities such as Professional Manager Award, Women into Leadership Conference, SCRA's Succession Plan as well as unconscious bias training have contributed to this improving picture.

SCRA also continues to show progress with regard disability and ethnicity pay gaps where we compare those with a declared disability or BME ethnicity. Although the percentage of staff within these groups is small, increased recording by staff following a successful Equalities Monitoring Campaign, has helped SCRA to develop action in relation to recruitment, development and staff progression.

As previously reported, and as underlined by the data within this report, the shape of the workforce specifically in relation to gender distribution across our grades is a major contributory factor to our current pay gap. Analysis and modelling suggests that an increase in representation of male staff in Grades A to D would be required to effect real change to SCRA's pay gap. Within the A to D grades the largest proportion of staff can be found at B and D grade. With over 68% of D Grade roles recruited to internally, mainly from B grade staff, this means that, unless there is a change in recruitment practice at D grade, the focus for change and increasing diversity is within the A and B grades.

The influence the shape of the workforce is having on the gender pay gap can also be seen within the upper age bands. There is a greater proportion of female staff on lower hourly rates in these age bands e.g. 58.85% in the 51 – 60 band which means the average hourly rate for female staff (£17.58) is lower than for male staff (£27.13) resulting in a pay gap of 35.22% which is higher than the SCRA mean pay gap of 27.34%. This is replicated to a more significant extent in the age band 41 – 50.

Therefore our Gender Sub Group of the Equalities Group and our People Strategy, will not only focus on our Women into Leadership Action plan but also aim to increase the gender diversity within A to D grades and as well as advise on development programmes to support recruitment and promotion within these grades.

7. SCRA Gender Pay Gap Action Plan

SCRA's Gender Pay Gap Action Plan has been developed to seek to address the matters highlighted within this report and can be found at Appendix A.

8. Declaration

I, Neil Hunter, Chief Executive, Scottish Children's Reporters Administration, confirm that the information in this statement has been calculated according to the requirements of The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 and is accurate.

SCRA Gender Pay Gap Action Plan 2020/21

	What we have done	What we plan to do
Recruitment	<p>Developed a New Recruitment & Selection Policy</p> <p>Developed training for managers on the new Recruitment and Selection Policy</p> <p>Reviewed the placement of Administration posts Adverts which has increased the volume of applications received.</p> <p>Promoted SCRA as encouraging applications from BME communities, and sought to improve the level of job applications from disabled people.</p> <p>Flexible Working Policies to support the Recruitment & Retention of staff</p> <p>Increased the number of women, net 6, promoted into management posts over the last four years</p>	<p>Provide further training for managers on the equalities aspects of Recruitment & Selection</p> <p>Analyse applicants to support posts across the protected characteristics to further understand the diversity issues within those grades to inform what actions we could take to increase diversity.</p> <p>Review our adverts for all posts with specific focus on Support Administrator and Support Assistant (Reception) posts to seek to increase the diversity of our applicants within those roles. Consider the impact the current job titles and job descriptions may have on who would apply.</p> <p>Seek to improve diversity of applicants from the BME population.</p> <p>Improve awareness of SCRA as an equal opportunities employer</p> <p>Promote SCRA as a Happy to Talk Flexible Working Employer</p> <p>Conduct outreach to universities, schools, law and social work students to encourage students with protected characteristics to consider a career in SCRA</p>
Development	<p>Women into Leadership Network</p> <p>Professional Manager Award open to all roles within the organisation</p> <p>Induction training on Equalities</p>	<p>Continue to develop and support the Women into Leadership Network</p> <p>Training programme for Support Staff</p> <p>Implement Shadowing & Mentoring Policy including reverse mentoring</p>

	<p>Unconscious bias training for all staff</p> <p>Developed a Shadowing & Mentoring Policy</p>	<p>Undertake further analysis with regard to the Age Pay Gap in 41 – 50 group – consider relevant development opportunities for this staff group as appropriate.</p>
Reward	<p>Provide good terms and conditions of employment which are well received by staff</p> <p>Scottish living wage employer accreditation</p> <p>Established Job Evaluation Scheme</p>	<p>Considerations of improving pay for the lower paid across the organisation, who in the main are women, to help improve the pay gap.</p>