

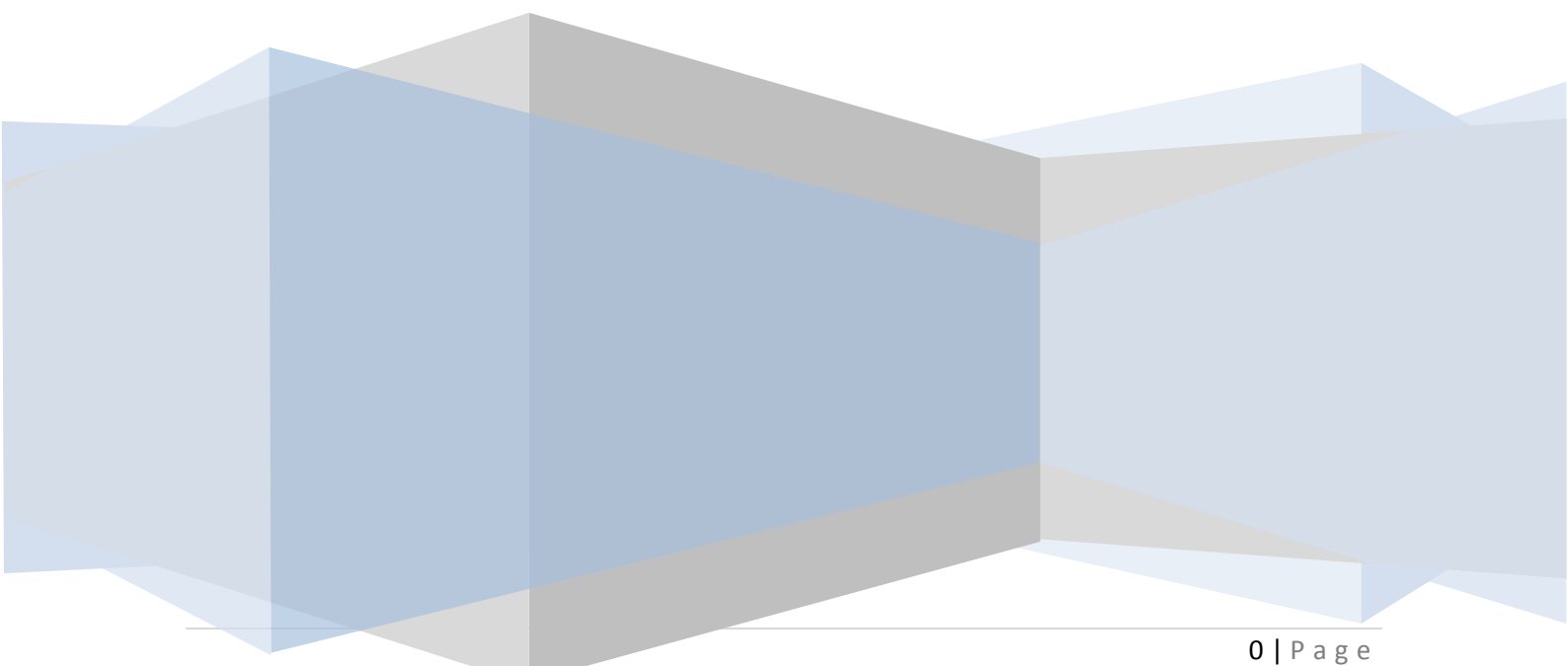
Carmarthenshire County Council



Equal Pay Audit

2014 – 2015

Final Version: 13 October 2016



EQUAL PAY AUDIT 2014-15

Contents

Introduction	Page 1
Objectives	Page 2
Equal Pay Audit – a 5 step process	Page 2
Scope	Page 3
Methodology	Page 3
Pay structures	Page 4
Adjustment periods	Page 4
Market Supplements	Page 5
Outcome	Page 6
Age pay analysis	Page 13
Overall conclusion	Page 16
Action plan	Page 17
Appendix A	Page 19

1.0 INTRODUCTION

Carmarthenshire County Council (“the Authority”) is committed to supporting and promoting all aspects of equality and diversity and providing a working environment that is fair, inclusive and free from discrimination.

Equal pay for work of equal value is a fundamental part of this aim. In support of this, a single status pay and grading structure and single status terms and conditions have been introduced for all employees covered by the NJC “green book” as well as employees formerly covered by JNC Craft “red book”.

Job evaluation of all posts covered by the single status pay and grading structure has been carried out using the Greater London Provincial Council (GLPC) job evaluation scheme to ensure all employees are rewarded fairly for the work they do. The GLPC job evaluation scheme is analytical, factor-based and has been reviewed at a national level to ensure it meets equality standards.

Soulbury, and Youth and Community posts are graded in line with the criteria set down by their negotiating bodies although it has now been agreed to transfer these roles across to NJC ‘green book’ terms and conditions from 2016.

Local terms and conditions for Soulbury, Youth and Community and Chief Officers’ posts have been brought in line with those agreed under single status.

The single status pay and grading structure and terms and conditions were subject to an Equality Impact Assessment prior to being introduced in April 2012. This was carried out by an independent consultant.

Following on from the Equality Impact Assessment, an Equal Pay Audit was completed for the financial year 2013/14. This document is the second Equal Pay Audit for the Authority, following on from that initial report and will highlight any changes to the overall pay gap.

The Authority continues to undertake a data collection exercise to update employee records with information on protected characteristics as described in the Equality Act 2010. This is a voluntary declaration process on the part of the employee but the aim of the exercise is to continue to improve the quality and quantity of equal opportunities data held against each employee’s record. As the level of data held for some of the protected characteristics is currently low, this Equal Pay Audit focuses on the protected characteristics of sex and age only. It is anticipated that by encouraging employees to declare more information, the availability of data will improve and other protected characteristics can be included in future analyses.

2.0 OBJECTIVES

The primary objective of completing an Equal Pay Audit is to identify the overall pay gap for the Authority between men and women. In addition, any pay gaps in individual grades, or any other areas which may require further analysis or action, will be highlighted. It is also an opportunity to identify areas where there is room for improvement in data collection or in the application of allowances.

A pay gap of 3% or more (marked in *italics* in the tables) requires further investigation. A pay gap of 5% or more (marked in **bold** in the tables) requires investigation and action if there is no clear justification for the difference and where that justification is unrelated to protected characteristics.

The “outcomes” section of the Audit will identify any actions needed and these will form part of an ongoing action plan. The results of implementing any changes from the action plan will be reviewed as part of future Equal Pay Audits.

3.0 EQUAL PAY AUDIT – A 5 STEP PROCESS

An Equal Pay Audit involves:

- Comparing the pay of men and women carrying out equal work
- Identification and explanation of any significant pay gaps
- Devising an action plan to address any areas of concern

The Equal Pay Audit follows the approach recommended by the Equality and Human Rights Commission (EHRC) which has five main steps.

- Step 1 Decide scope of Audit and identify data needed
- Step 2 Identify where protected groups are doing equal work
- Step 3 Collect pay data
- Step 4 Identify causes of pay gaps (if any)
- Step 5 Develop an action plan

The Equal Pay Act 1970 provides three definitions of equal work and how it can be assessed. These are:

- “Like work” (work that is the same or very similar)
- “Work rated as equivalent” (rated as equivalent under a job evaluation scheme)
- “Work of equal value” (when compared under headings such as effort and skill)

Where jobs have been rated under a job evaluation scheme, “work rated as equivalent” is the most appropriate way in which equal work can be measured. This is the method used to measure equal pay for equal work in this Audit.

4.0 SCOPE

Pay gaps will be identified on basic pay and on total pay which includes the allowances specified in **Appendix A**. Allowances have been included in the Equal Pay Audit where they either affect a large number of employees or are of a large monetary value. Excluded are any that are only received by a very few employees or those that are in respect of a reimbursement of expenses (for example, travel payments).

All Authority posts are included in the Audit with limited exceptions (see below). Included are staff groups on single status pay and terms and conditions as well as staff on Soulbury (blue book), Youth and Community (pink book) and Chief Officer graded posts. The report is based on headcount figures and not Full Time Equivalent (FTE) in relation to employees of Carmarthenshire County Council.

Certain posts are excluded from the Audit. These posts are:

- Teachers (other than those centrally employed)
- Support staff in Voluntary Aided schools (other than those who are centrally employed) *
- Nationally graded posts such as Modern Apprentices and other training positions

Also excluded are any casual workers as these are not employees of the Authority.

* Support staff in Voluntary aided schools transferred across to NJC grades / salaries in 2015/16 so will be part of future Audits.

5.0 METHODOLOGY

During 2014/15 Carmarthenshire County Council employed around 6,670 people across six departments and in a wide variety of roles. 15.8% of our employees hold more than one job with the Authority and the Audit will cover all the posts they hold, providing they are not excluded from the scope, as shown above. Where people hold multiple posts, each job has been evaluated separately and the employee is paid at the relevant rate for each job thus supporting the principle of equal work for equal pay.

The data used in the Audit has been extracted from the HR/Payroll system. It includes anyone who was in post on 31st March 2015 and covers pay and allowances received for the period 1st April 2014 to 31st March 2015. Where an employee started in post after 1st April 2014 and before 31st March 2015 their pay and allowances have been calculated as a full year's equivalent to allow for accurate comparison with other employees.

Part-time salaries have been uplifted to a full-time equivalent for the purposes of comparing like figures. Average salaries have been calculated on a mean average basis. This allows us to identify pay gaps in average salaries. Positive outcomes identify pay gaps in favour of women and negative outcomes identify pay gaps in favour of men.

6.0 PAY STRUCTURES

Since the last Equal Pay Audit the pay structure has been modified with SCP7 being removed with effect from 1st April 2014. This has resulted in Grade A becoming a single spinal point grade.

The Authority's NJC pay structure consists of 14 basic grades and remained linked to the national rates of pay during 2014/15.

Grades E, F, G, H, and I all have two SCP overlaps either at the top or the bottom of the grade. All the other grades overlap by one SCP.

The usual expectation is that employees will start at the lowest SCP for their grade. Where someone is appointed at a higher spinal column point, justification is required in line with the Authority's Recruitment Salaries' guidance. There is no evidence within the Equal Pay Audit that recruitment salaries have led to any inequality of pay.

Again, it is expected that employees will progress through the grade by means of time-served annual increments. Where someone progresses through the grade more quickly, justification is required in line with the Authority's accelerated increments guidance. There is no evidence within the Audit that accelerated increments have led to any inequality of pay.

Our current Pay Policy which includes all pay structures operating within Carmarthenshire County Council can be viewed on our website [Pay Policy](#) .

7.0 ADJUSTMENT PERIODS

When an employee transfers to a lower graded post, other than through them actively applying for that post, they remain in their substantive post for a 12 week adjustment period. During those 12 weeks they remain on the salary for their substantive post. Transfers of this nature may occur as a result of redeployment in a redundancy situation or other instances of suitable alternative employment being found for an individual. The adjustment period is carefully monitored and ceases at 12 weeks or when the employee's salary reaches, or exceeds, its former level, whichever happens first.

During the year 2014/15 there were 50 employees who remained on their substantive salary for 12 weeks as a result of a reduction to their grade. This is a five-fold increase on the figures for last year, largely due to increased redeployment of employees who have been made redundant from their original post. 42 of these employees (84%) were women and eight (16%) were men.

There is no evidence within the Audit that the 12 week adjustment period has led to any inequality of pay.

In addition, on 1st December 2013 the former 'Red Book' Craft Workers were transferred over to NJC 'Green Book' terms and conditions. Those who lost pay as a result of this transfer remained on their previous pay for a maximum period of 12 months following the transfer as part of the single status agreement.

During 2014/15 there were 30 former Craft Workers who remained on their previous pay as a result of the reduction in their total pay going forwards. 30 (100%) of these employees were men. All former Craft Workers within the Authority are currently male.

There is no evidence within the Audit that the 12 month adjustment period has led to any inequality of pay.

8.0 MARKET SUPPLEMENTS

The Authority has a Market Supplement Scheme to recognise that there may be times when specific skills and experiences are in short supply. Use of market supplement payments is one way of ensuring we can recruit and retain sufficient employees with the required skills to safeguard the provision of these services.

A key purpose of the scheme is to ensure that any market supplements are paid fairly and consistently to avoid the risk of non-compliance with equal pay legislation. There needs to be clear evidence that the basic rate of pay for a specific job is significantly lower than the market rate for a relevant and equivalent post in a similar market and that any recruitment or retention problems are due to rates of pay.

The introduction of market supplements must be properly controlled in order to avoid the creation of potentially unlawful pay disparities and Equal Pay Act risks. There are, therefore, very specific rules to the application of market supplements to ensure that they can be objectively justified.

During the period 2014/15, 43 employees received market supplement allowances across three job groups. 20 (47%) of the employees were male and 23 (53%) female. In all instances of market supplements being paid, business cases evidencing recruitment and retention difficulties for specific job roles have been agreed. The market supplement business cases are reviewed after a maximum of 12 months to ensure the business case is still relevant or decide that the payment should cease.

There is no evidence that Market Supplement allowances have led to any inequality of pay.

9.0 OUTCOME

The staff groups covered by the Equal Pay Audit consist of 77% women and 23% men. This is broken down in **Table 1** below to show the percentages of women and men in the various groups.

Table 1: Gender analysis per Grade Group Grade Group	Number			% of Grade	
	Female	Male	Total	Female	Male
Locally Negotiated Grades	6134	1785	7919	77.46%	22.54%
Soulbury Advisers/Inspectors & Youth & Community Workers	62	35	97	63.92%	36.08%
Teaching Pay Scales	57	23	80	71.25%	28.75%
Chief Officer Grades	4	18	22	18.18%	81.82%
Miscellaneous Grades	11	4	15	73.33%	26.67%
Grand Total	6268	1865	8133	77.07%	22.93%

Table 1 – men and women within grade groups

97.4% of the workforce is currently covered by NJC terms and conditions and the Single Status Agreement.

67% of the workforce works part time (less than 37 hours per week) of which 89% is female. 47% are term time only workers, as denoted by their job, of which 91% is female.

The overall pay gap for the Authority is -19.36% on basic pay only. The overall pay gap for total pay (basic pay plus the allowances included in Appendix A) is -20.79%. A breakdown of the grades that have a pay gap of 3% or more on either basic pay or total pay follows below.

The pay gap pre-single status was -21.2% on basic pay only. We have therefore seen a year on year reduction in the pay gap between men and women as shown in the table below.

Year	Basic pay gap	Year on year Difference	% Change	Cumulative change
Pre-single status	-21.2%	-	-	
2013/14 EPA	-20.58%	0.62	2.92%	2.92%
2014/15 EPA	-19.36%	1.22	5.75%	8.68%

Table 2 –pay gaps on basic pay only between men and women

Pay gaps resulting from average full time equivalent (FTE) basic pay only

The analysis of our pay data has identified nine significant pay gaps resulting from average FTE basic pay only. Five of these pay gaps are in favour of women (**shown as positive %**) and the other four are in favour of men (**shown as negative %**). Details are shown in the table below:

Grade	Number of women in Post	Average FTE Basic Pay	Number of men in Post	Average FTE Basic Pay	% difference
Unqualified Teacher	6	£25,520.00	4	£21,766.50	17.24%
Soulbury 15 - 19	4	£56,505.25	1	£52,373.00	7.89%
Grade G + 4%	24	£26,283.96	1	£24,646.00	6.65%
Leadership Teacher	1	£47,750.00	2	£46,073.50	3.64%
Youth & Community Workers	26	£25,889.60	18	£25,072.62	3.26%
Grade M	8	£45,277.25	16	£46,818.75	-3.29%
Associate School Improvement Officer	4	£50,582.50	2	£52,373.00	-3.42%
PW1	2	£20,289.00	1	£21,530.00	-5.76%
Directors (JNC)	1	£112,267.00	3	£120,790.00	-7.06%

Table 3 – pay gaps of 3% and more, on average FTE basic pay, between men and women

Pay gaps in favour of women

Unqualified Teacher

The pay gap is as a result of length of service. 40% of the posts are occupied by men and two of those posts have been occupied since 2012. All the other posts have been occupied by the post holders for longer and therefore have progressed to a higher rate of pay.

Soulbury 15-19

The pay gap is as a result of length of service. Only one post is occupied by a man and he has been in post since 2014. All other posts have been occupied since 2010 or earlier and the employees have therefore progressed to a higher rate of pay.

Grade G + 4%

The pay gap of 6.65% has reduced from 10.82% last year. The gap is due to length of service. The closing of the gap is as a result of the one male employee in the group starting to move through the increments within the grade and with three women starting in post since the last Equal Pay Audit.

Leadership Teacher

Again, this is as a result of length of service in post. One of the two men in post has only recently started in post and so brings the average pay for the men down. The one woman in post and the man with longer service are on the same pay band.

Youth and Community Workers

Again this is largely down to length in service with more women having longer service in their roles. Youth and Community workers have, for the most part, transferred over to NJC grades and salaries now and this will be reflected in future Equal Pay Audits.

Pay gaps in favour of men

Grade M

Again this pay gap is due to length of service. More men than women have long service in this grade and have therefore progressed further through the incremental scales.

Associate School Improvement Officers

Two of the four women in this group do not receive Structured Professional Assessment payments (SPAs). These payments are received for specific (optional) qualifications. Both men in the group and the remaining two women all receive +3 SPAs and this accounts for the pay gap.

Grade PW1

The pay gap of -5.76% has reduced from -6.86% last year. Again, this is as a result of length of service in post with one of the two women having a more recent start date. The gap continues to close as she progresses through the increments.

Grade PW1 relates to a post that was transferred across to the Authority by means of a recent TUPE transfer and, in fact, no longer exists as the post has been transferred across to NJC terms and conditions. This will be reflected in future Equal Pay Audits.

Directors

75% of the Directors covered by this Equal Pay Audit are men and the one woman in post has less service and has not therefore progressed as far through the increments.

This analysis confirms that there is no evidence of systemic pay discrimination in relation to basic pay.

Pay gaps resulting from average full time equivalent (FTE) total pay

The analysis of our pay data has identified twenty significant pay gaps resulting from average FTE total pay. Total pay is average FTE basic pay plus FTE allowances and additional payments as identified in Appendix A which were received during the year. Half of these pay gaps are in favour of women and half are in favour of men. The table below details these grades:

Grade	Number of women in Post	Average FTE Total Pay	Number of men in Post	Average FTE Total Pay	% difference
Unqualified Teacher	6	£25,520.00	4	£21,766.50	17.24%
Soulbury 15 - 19	4	£56,505.25	1	£52,373.00	11.09%
Grade E +8%	27	£21,291.96	24	£21,218.75	9.98%
Grade G + 4%	24	£26,283.96	1	£24,646.00	7.73%
Grade F +8%	69	£23,728.03	25	£23,846.40	4.34%
Grade H + 8%	7	£31,266.86	8	£30,714.75	4.26%
Grade C + 8%	233	£17,202.05	25	£16,843.60	3.86%
Leadership Teacher	1	£47,750.00	2	£46,073.50	3.64%
Youth & Community Workers	26	£25,889.60	18	£25,072.62	3.54%
Head of Service (1)	3	£88,922.00	13	£87,853.31	3.20%
Grade G +8%	3	£27,475.00	5	£28,202.20	-3.05%
Youth & Community Officer	2	£39,219.50	4	£40,093.00	-3.19%
Associate School Improvement Officer	4	£50,582.50	2	£52,373.00	-3.24%
Grade M	8	£45,277.25	16	£46,818.75	-3.53%
Grade D + 8%	301	£18,604.42	57	£18,730.16	-3.64%
Grade H	114	£29,000.06	105	£29,260.53	-4.81%
Grade E	150	£19,909.40	164	£19,858.12	-5.08%
PW1	2	£20,289.00	1	£21,530.00	-5.76%
Grade D	358	£17,331.37	285	£17,362.64	-5.82%
Directors (JNC)	1	£112,267.00	3	£120,790.00	-9.47%

Table 4 – pay gaps of 3% and more on average FTE total pay, between men and women

Pay gaps in favour of women

Unqualified Teacher

The gap of 17.24% is purely down to differences in basic pay. Please see explanation above.

Soulbury 15-19

7.89% of the total pay gap of 11.09% is on basic pay, see above for explanation. The remaining difference on total pay is due to one of the female employees receiving a substantial honorarium payment during the year.

Grade E + 8%

Significantly more women than men have received allowance payments during the period and this accounts for the gap on total pay. Bank holiday pay was made to 59% of women and just 12.5% of men. Overtime was paid to 81% of women and 50% of men. 63% of women received night duty payments compared to 17% of men. One woman received an honorarium in the period.

Grade G + 4%

The pay gap has reduced from 11.47% to 7.73% from the last audit. There is only one man on this grade and he received no allowances during the audit period. Some of the women have received overtime payments and sleep-in allowance which accounts for the pay gap.

Grade F + 8%

The two allowances that are largely responsible for the pay gap are Night Duty Allowance and Overtime. A total of £169,450 was paid to women for Night Duty as against £16,042 to men. Payments of £41,842 in overtime were made to women with £12,543 being paid to men within this grade.

Grade H + 8%

This pay gap appears to be as a result of overtime payments in particular as well as a small amount of sleep-in allowance being paid mainly to women (£5,427.23 in total compared to £696.46 for men).

Grade C + 8%

There are a number of allowances paid to both men and women on this grade. Those contributing most to the pay gap are Acting Up (paid to 51% of women and 20% of men) and Sleep in allowance (paid to 39% of women and 20% of men).

Leadership Teacher

The gap of 3.64% is purely down to differences in basic pay. Please see explanation above.

Youth and Community Workers

Most of this pay gap is on basic pay – see explanation above. The remainder is as a result of two women, and no men, being paid an honorarium during the course of the year.

Heads of Service

Two of the female employees in this group each receive an honorarium payment. As there are only three women in this group of employees this increases the average pay enough to create the pay gap. This is unchanged since the last Equal Pay Audit.

Pay gaps in favour of men

Grade G + 8%

This grade covers a mixture of jobs. Allowance payments have been made in equal numbers to men and women, however, there is one substantial overtime payment paid to one of the men in the group which is the cause of this pay gap.

Youth and Community Officer

There are two women and four men in this grade. One of the men received three Structured Professional Assessment payments (SPAs), neither of the women do. In addition, one man has received an honorarium and overtime payments in the period whereas none of the women did. This accounts for the pay gap.

Associate School Improvement Officer

This grade has a pay gap of -3.42% on basic pay. This is slightly reduced on gross pay as one of the men in the group had a deduction in respect of strike action.

Grade M

There has been just one allowance payment during the period of this Equal Pay Audit and that is an honorarium paid to one of the male employees in the group. This, in addition to the pay gap of -3.29% on basic pay results in the total pay gap for this grade.

Grade D + 8%

The main allowances paid to both men and women in this grade are acting up, honoraria, night duty and overtime. Although these allowances are being paid in proportion between men and women, the cash value of the payments to men in the period is significantly higher than to women. For example, acting up is paid to 6% of women and 7% of men but the total for women is £1,505 whereas the total for men is £2,387. The reason for this is that over 97% of women paid on this grade work part-time hours against 51% of men working full time.

Grade H

Although both men and women are in receipt of allowances, a considerably high percentage of these are received by men. The three biggest allowance payments are honoraria, overtime and standby. 100% of the recipients of honoraria are men, 64% of the recipients of overtime payments and 92% of standby. There are a mix of job types within this grade.

Grade E

There are a number of allowances paid to both men and women in this grade. The two biggest are overtime and standby and these are mainly paid to men, due to the split between the male-dominated roles which are more likely to attract these allowances than the female dominated roles. 21% of women received overtime in the period compared to 55% of men. Standby was paid to 9% of the women and to 26% of the men.

Grade PW1

The gap of -5.76% is purely down to differences in basic pay. Please see explanation above.

Grade D

There are a number of additional payments made to this staff group although the two most significant ones are overtime and standby payments which are paid to 21% women and 50% men (overtime) and no women / 21% of men (standby). The total of these two allowances paid to women is £64,658 and to men is £349,049. This is due to the types of jobs in this grade and a tendency for the male dominated jobs to attract standby and overtime payments.

Directors (JNC)

-7.06% of the total pay gap of -9.47% is due to a gap in basic pay and an explanation is provided above. The remainder of the difference results from the honorarium being paid to one of the male directors.

Analysis conclusion

The analysis of the pay gaps does not suggest any evidence of discrimination within the pay structures nor the allowances paid. The pay gaps are generally as a result of segregation of the sexes between job types rather than application of the allowances and this is an area that the Authority may need to consider as part of any future reduction in pay gaps as well as for future workforce planning.

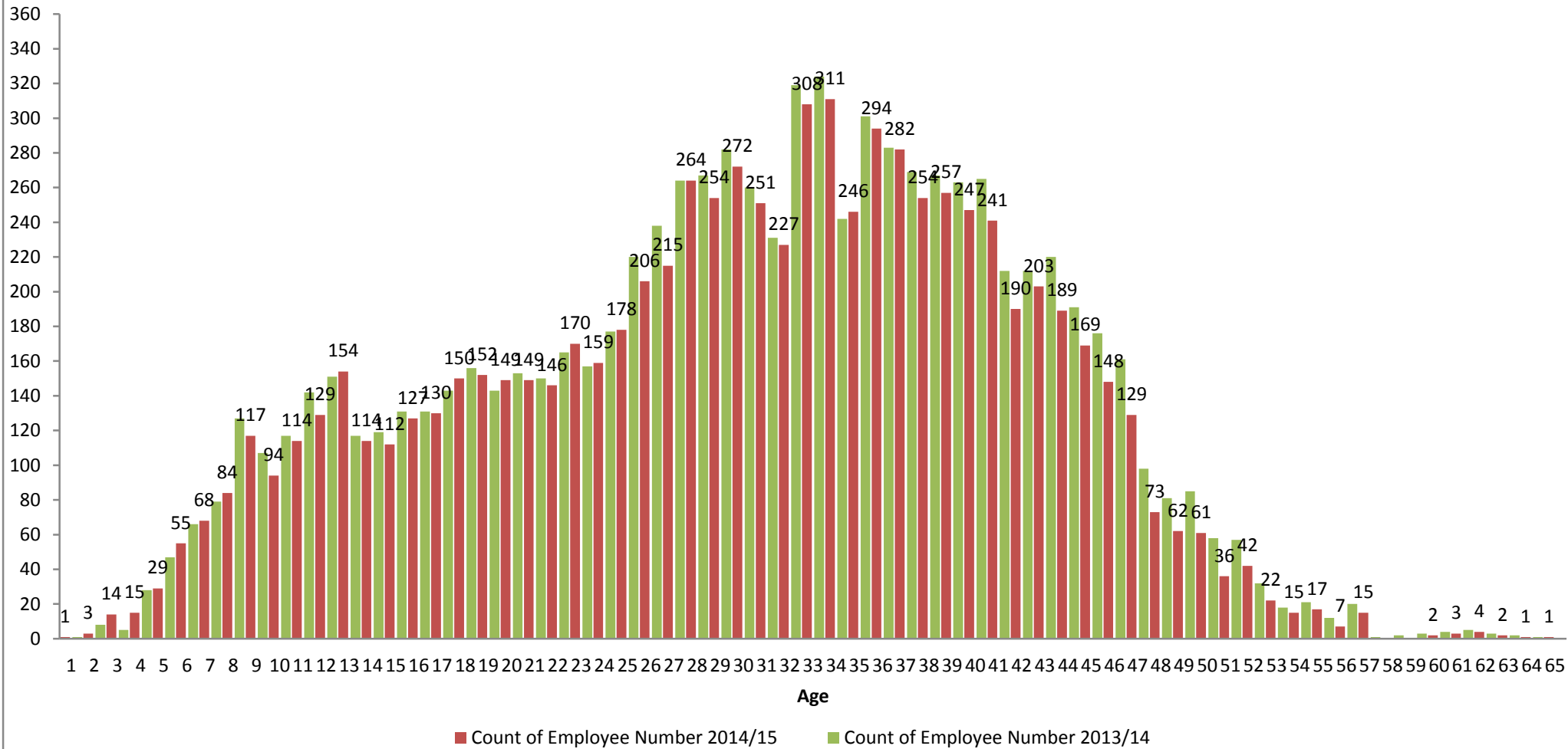
10.0 AGE PAY ANALYSIS

Organisation distribution by age

Distribution of Employees by Grade & Age			
Grade	Number job holders per grade	Average Age @ 31/3/15 (Mean)	Difference from Overall Average age
Post without a grade	4	27.50	-17.76
TUPE - Europa 2	1	50.00	4.74
Grade A	216	50.12	4.86
Grade A + 4%	1767	47.37	2.10
Grade A + 8%	61	49.39	4.13
Grade B	57	39.16	-6.11
Grade B + 4%	676	40.54	-4.73
Grade B + 8%	27	44.93	-0.34
Grade C	283	45.59	0.33
Grade C + 4%	55	47.98	2.72
Grade C + 8%	258	45.91	0.65
Grade D	643	44.37	-0.89
Grade D + 4%	363	45.00	-0.27
Grade D + 8%	358	47.33	2.06
Grade E	314	44.56	-0.70
Grade E + 4%	623	41.23	-4.03
Grade E + 8%	51	45.53	0.26
Scale 5	1	26.00	-19.26
Scale 5 (Barnardo's)	1	42.00	-3.26
PW1	3	29.00	-16.26
Tupe - Action for Children Points 18-26	2	46.00	0.74
TUPE - Europa 3	1	62.00	16.74
Grade F	370	44.47	-0.79
Grade F + 4%	312	45.76	0.49
Grade F + 8%	94	46.03	0.77
Unqualified Teacher	10	43.10	-2.16
Grade G	350	45.12	-0.14
Youth & Community Workers	44	39.77	-5.49
Grade G + 4%	25	48.00	2.74
Grade G + 8%	8	48.13	2.86
Grade H	219	44.17	-1.10
Tupe - Action for Children Points 28-34	1	38.00	-7.26
Grade H + 4%	5	47.00	1.74
Grade H + 8%	15	44.47	-0.80
Grade I	325	43.99	-1.27
Grade I + 4%	1	59.00	13.74
Main Pay Scale Teacher	7	48.71	3.45
Grade I + 8%	1	47.00	1.74
Grade J	156	47.04	1.77
CSM1	1	45.00	-0.26
Grade J + 4%	1	35.00	-10.26
Grade J + 8%	1	52.00	6.74
Upper Pay Scale Teacher	45	48.91	3.65

Distribution of Employees by Grade & Age			
Grade	Number job holders per grade	Average Age @ 31/3/15 (Mean)	Difference from Overall Average age
Upper Pay Teacher & TLR	13	47.62	2.35
Youth & Community Officer	6	48.67	3.40
Grade K	123	48.28	3.02
Soulbury1-7	2	43.00	-2.26
Community Learning Manager	1	46.00	0.74
Grade K + 8%	1	56.00	10.74
Grade L	89	47.71	2.44
Soulbury 8-12	14	47.57	2.31
Leadership Teacher	24	49.83	4.57
Grade M	47	50.26	4.99
Associate School Improvement Officer	6	49.83	4.57
Youth Offending & Prevention	1	56.00	10.74
Educational Psychologist	6	47.17	1.90
Deputy Head Teachers	2	52.50	7.24
Grade N	16	52.63	7.36
Senior Educational Psychologist	4	53.75	8.49
Soulbury 15 - 19	5	54.60	9.34
Principal Educational Psychologist	1	50.00	4.74
School Improvement Officer	2	46.50	1.24
School Improvement Officer-Team Leader	3	52.33	7.07
Soulbury 23-25+3	1	52.00	6.74
Principal School Improvement Officer	1	55.00	9.74
Head of Service (1)	3	44.33	-0.93
Assistant Chief Executive	1	53.00	7.74
Directors (JNC)	4	52.50	7.24
Chief Executive	1	55.00	9.74
Grand Total	8133	45.26	

Age Distribution Analysis



The above table indicates a tendency for the average age to be lower in lower graded posts increasing to a higher average age at the higher grades. This is a common trend where high levels of experience and / or skills are required.

The pay structure, and the way in which employees progress through it, is key to avoiding any issues of age discrimination.

11.0 OVERALL CONCLUSION

The Equal Pay Audit confirms there is no evidence of systemic pay discrimination in the employee groups covered by the Equal Pay Audit. It also shows a progressively shrinking pay gap between men and women year on year.

However, it is important that the Authority strives to maintain this position so regular reviews of the pay structure, the terms and conditions and all policies in relation to how we manage pay will continue and, where improvement can be made, recommendation will be made to the Corporate Management Team and Executive Board. The application of payment of allowances was reviewed as part of the implementation of single status and will continue to be monitored so that fairness and consistency of application continues.

12.0 ACTION PLAN

Progress on action plan resulting from 2013/14 Equal Pay Audit

1. Continue to gather data on all protected characteristics with a view to being able to include more characteristics in future audits.

After the initial distribution of the paper questionnaires we have continued to promote the completion of the electronic version of the questionnaire via HR bulletins and Y Gair. We will continue to feature this going forward as part of our ongoing communications plan around equalities.

2. Undertake a further Equal Pay Audit for the financial year 2014/15 to monitor trends in any pay gaps identified in this audit.

This has now been completed and future Equal Pay Audits will be completed on an annual basis.

3. Continue to review allowances to ensure they are a) paid in a fair and consistent manner and b) remain relevant as the economic climate changes.

A report has recently been approved by the Corporate Management Team for a further review of terms and conditions to be undertaken during 2016/17. Any changes to allowances will be reflected in future Equal Pay Audits.

4. Continue to review any TUPE graded posts and harmonise them into the single status pay and grading structure as the TUPE regulations allow.

A review of TUPE graded posts was carried out during 2015/16 and, where employees would receive a higher total pay package by transferring to NJC 'green book' terms and conditions, the employee has had the opportunity to transfer across.

5. Continue to review gender segregation across job types and instigate any steps that may reduce this.

This has been raised as an action for the Corporate Management Team to progress as part of any actions emerging from departmental workforce planning. This is a long term project which we will continue to monitor.

6. In a number of areas, data collection and completeness will continue to be progressed and the information developed further over the coming years.

We are now collecting data across all protected characteristics and the new web recruitment process has updated EO data gathering. The next stage will be for the Resourcelink self- service screens to be updated so we can promote this as the next avenue for updating data.

Action plan resulting from 2014/15 Equal Pay Audit

Actions from the 2014/15 Equal Pay Audit are the same as from the 2013/14 Audit as a) these areas continue to contribute to the pay gaps and b) the shrinking pay gaps indicate changes made under these actions are starting to impact.

For clarity, the action points are:

- 1) Continue to gather data on all protected characteristics with a view to being able to include more characteristics in future audits.
- 2) Undertake a further Equal Pay Audit for the financial year 2015/16 to monitor trends in any pay gaps identified in this audit.
- 3) Continue to review allowances to ensure they are a) paid in a fair and consistent manner and b) remain relevant as the economic climate changes.
- 4) Continue to review any TUPE graded posts and harmonise them into the single status pay and grading structure as the TUPE regulations allow.
- 5) Continue to review gender segregation across job types and instigate any steps that may reduce this.
- 6) In a number of areas, data collection and completeness will continue to be progressed and the information developed further over the coming years.

If you require this information in an alternative format (for example large print), please contact People Management on Ext: 6184 or email:

PMBusinessSupportUnit@carmarthenshire.gov.uk

APPENDIX A

Allowances included as part of Equal Pay Audit

Acting up allowances

Additional pay

Bank holiday pay

Call out

Holiday hours

Honoraria

Market Supplements

Night duty pay

Overtime

Pay protection (12 weeks)

Pay protection (12 months)

Plussages on basic pay

Sleep in allowance

Standby payments

Training pay

Waking allowance (nights)