

Carmarthenshire County Council



EQUAL PAY AUDIT

2015 – 2016

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Equal Pay Audit 2015-16
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EQUAL PAY AUDIT 2015-16

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 NJC “green book” terms and conditions.

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.

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 2014/15. This document is the third Equal Pay Audit for the Authority 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)
- Nationally graded posts such as Modern Apprentices and other training positions
- Employees of Voluntary Aided schools as these are not employees of the Authority

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

5.0 METHODOLOGY

During 2015/16 Carmarthenshire County Council employed around 6,600 people across five departments and in a wide variety of roles. 14.8% 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 2016 and covers pay and allowances received for the period 1st April 2015 to 31st March 2016. Where an employee started in post after 1st April 2015 and before 31st March 2016 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 SCP8 being removed with effect from 1st October 2015. This has resulted in Grades A and B becoming single spinal point grades (SCP9 and SCP10 respectively) from that date.

The Authority's NJC pay structure consists of 14 basic grades and remained linked to the national rates of pay during 2015/16.

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 significant 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 significant 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 is deemed "at risk" and transfers to a lower graded post via the Redeployment Policy, other than through them actively applying for that post, they remain in their substantive post for a period of up to 12 weeks as an adjustment period whilst undertaking a work trial in the new post. During that period 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 the end of the agreed period or when the employee's salary reaches, or exceeds, its former level, whichever happens first.

The Authority also allows for a period of adjustment when staff are transferred to the NJC grading structure from another pay structure and where their salary decreases. During 2015/16 this applied to some employees who transferred from the Youth and Community grading structure. The adjustment period is carefully monitored and ceases at the end of the agreed 12 month period or when the employee's salary reaches, or exceeds, its former level, whichever happens first.

During the year 2015/16 there were 20 employees who remained on their substantive salary for period of adjustment as a result of a reduction to their grade. 14 of these employees (70%) were women and six (30%) were men. There is no evidence within the Audit that the adjustment periods have 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 2015/16, 46 employees received market supplement allowances across three job groups. 20 (43%) of the employees were male and 26 (57%) 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	Number			% of Grade	
	Female	Male	Total	Female	Male
Grade Group					
Locally Negotiated Grades	5938	1825	7763	76.5%	23.5%
Soulbury Advisers/Inspectors & Youth & Community Workers	40	10	50	80.0%	20.0%
Teaching Pay Scales	56	28	84	66.7%	33.3%
Chief Officer Grades	5	17	22	22.7%	77.3%
Miscellaneous Grades	7		7	100.0%	0.0%
Grand Total	6046	1880	7926	76.3%	23.7%

Table 1 – men and women within grade groups

97.9% of the workforce is currently covered by NJC terms and conditions and the Single Status Agreement.

65.5% of the workforce works part time (less than 37 hours per week) of which 89% is female. 46% are term time only workers, as denoted by their job, of which 92% is female.

The overall pay gap for the Authority is -18.44% on basic pay only. The overall pay gap for total pay (basic pay plus the allowances included in Appendix A) is -20.10%. 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 continual 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%
2015/16 EPA	-18.44%	0.92	4.75%	13.02%

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 eleven significant pay gaps resulting from average FTE basic pay only. Seven 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
Youth and Community Workers	1	£26,398.00	2	£24,228.31	8.96%
Grade G + 4%	22	£26,557.29	4	£25,051.75	6.01%
Leadership Teacher	1	£49,481.00	2	£47,052.00	5.16%
Unqualified Teacher	8	£25,776.00	6	£24,512.33	5.16%
Educational Psychologist	7	£45,722.43	1	£43,915.00	4.12%
Grade F + 4%	259	£23,327.05	42	£22,562.62	3.39%
Grade E + 4%	592	£20,707.15	23	£20,073.70	3.16%
Main Pay Scale Teacher	6	£31,359.50	6	£32,380.50	-3.15%
Director (JNC)	1	£112,267.00	3	£117,949.00	-4.82%
Soulbury 20-23	2	£56,946.50	1	£60,633.00	-6.08%
Grade N	21	£51,961.79	26	£55,481.69	-6.34%

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

Pay gaps in favour of women

Youth and Community Workers 8.96%

Only three people remain in this grade as the majority have transferred over to NJC grades. Of the remaining three, one is a woman who has been in post for considerably longer than the two men. The pay gap is due to increments paid as a result of length of service in post.

Grade G + 4% 6.01%

The pay gap continues to reduce, from 6.65% last year to 6.01% this year. The gap is due to length of service.

Leadership Teacher 5.16%

This grade covers three different job types which are not directly comparable. The one woman in this grade is in a Head Teacher role and on a higher SCP than the other two who are in centre manager roles.

Unqualified Teacher 5.16%

The pay gap for this grade is as a result of length of service. All occupants apart from one of the men are on top of the unqualified scale. The one man on a lower salary started in post during 2014 so has not progressed further through the pay scale. One of the women who started at a similar date is paid higher up the scale but this is as a result of her actually working in the service for some years but on the wrong pay scale so the start date is inaccurate.

Educational Psychologist 4.12%

There are 7 women and one man in this group. The pay gap results from a combination of length of service with some of the women having up to four years more service than the man and the application of structured professional assessments to some of the women's pay.

Grade F + 4% 3.39%

The average length of service for men in this grade is lower than that for women, therefore the pay gap is a result of increments paid due to length of service.

Grade E + 4% 3.16%

The average length of service for men in this grade is lower than that for women, therefore the pay gap is a result of increments paid due to length of service.

Pay gaps in favour of men

Main Pay Scale Teacher -3.15%

The pay gap is as a result of the average length of service for men within this grade being greater than for women.

Directors -4.82%

The pay gap for this grade has reduced from -7.06% last year to -4.82% this year. The one woman in post has now progressed further through the pay scale thereby closing the gap.

Soulbury 20-23 -6.08%

This group consists of one man and two women. The man has two structured professional assessment points on his grade and this results in the pay gap.

Grade N -6.34%

The pay gap is, again, as a result of length of service.

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-two 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
Grade I + 8%	1	£57,267.42	1	£47,300.89	21.07%
Grade C + 4%	45	£16,111.87	9	£14,191.52	13.53%
Youth and Community Workers	1	£26,940.01	2	£24,228.31	11.19%
Grade C + 8%	219	£18,646.18	27	£17,434.12	6.95%
Leadership Teacher	1	£49,481.00	2	£47,052.00	5.16%
Unqualified Teacher	8	£25,776.00	6	£24,512.33	5.16%
Grade E + 8%	28	£23,677.82	24	£22,527.53	5.11%
Grade G + 8%	5	£29,219.95	7	£27,961.34	4.50%
Educational Psychologist	7	£45,740.57	1	£43,915.00	4.16%
Grade B + 8%	20	£17,093.81	7	£16,508.89	3.54%
Grade E + 4%	592	£20,727.50	23	£20,098.62	3.13%
Grade F	226	£23,024.71	181	£23,751.77	-3.06%
Grade D + 8%	296	£19,570.35	51	£20,338.23	-3.78%
Head of Service (1)	3	£85,218.67	13	£88,821.99	-4.06%
Grade G	223	£26,033.38	166	£27,177.27	-4.21%
Directors (JNC)	1	£112,267.00	3	£117,949.00	-4.82%
Main Pay Scale Teacher	6	£31,479.29	6	£33,299.55	-5.47%
Grade N	21	£53,402.48	26	£56,738.67	-5.88%
Grade H	121	£29,245.05	101	£31,115.79	-6.01%
Grade E	147	£20,334.44	157	£21,690.54	-6.25%
Soulbury 20-23	2	£56,946.50	1	£60,989.32	-6.63%
Grade D	351	£17,141.28	293	£18,359.28	-6.63%

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

Pay gaps in favour of women

Grade I + 8% 21.07%

Both posts are out of hours AMHPs and both are in receipt of market supplements, night duty allowance, overtime and standby payments. However, the woman works more additional hours and so receives approximately twice the total allowances of the man.

Grade C + 4% 13.53%

The pay gap is as a result of overtime payments which have been made to eleven women and one man.

Youth and Community Workers 11.19%

8.96% of this pay gap is basic pay – see explanation above. The remaining pay gap is due to an honorarium being paid to the one woman in this pay grade.

Grade C + 8% 6.95%

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 41% of women and 15% of men) and Night Duty allowance (paid to 41% of women and 22% of men).

Leadership Teacher 5.16%

The gap of 5.16% is purely down to differences in basic pay. Please see explanation above.

Unqualified Teacher – 5.16%

The gap of 5.16%, reduced from 17.24% last year, is purely down to differences in basic pay. Please see explanation above.

Grade E + 8% 5.11%

Allowances were paid to a greater number of women than men during the period and this is down to the nature of the jobs occupied by men and women within this pay grade. 46% of women received bank holiday payments compared to 14% of men. 50% of women were paid night duty allowance compared to 17% of men and 71% of women received overtime payments compared to 54% of men.

Grade G + 8% 4.50%

The pay gap is a result of more women than men in this grade receiving allowances. Bank holiday payments, honoraria and night duty allowance payments were made to 40% of women and no men. Overtime was paid to 60% of women and to 29% of men. This is due to the nature of the roles occupied by men and women within this grade.

Educational Psychologist 4.16%

The majority of this pay gap (4.12%) relates to basic pay – see explanation above. The remainder is a result of two women who are in receipt of small honorarium payments.

Grade B + 8% 3.54%

This pay gap results from 85% of women receiving overtime payments (compared to 71% of men). The average overtime payment per woman is around £1700 whereas for men it's around £1100. There are also two women in receipt of honoraria.

Grade E + 4% 3.13%

The pay gap on basic pay for this grade is 3.16% in favour of women. Taking allowances into account this reduces to 3.13% in favour of women so allowances paid to men account for the difference of 0.03%.

Pay gaps in favour of men

Grade F -3.06%

This pay gap results from overtime payments which are paid to 29% of men as against 8% of women.

Grade D + 8% -3.78%

The main allowances paid to both men and women in this grade are night duty allowance and overtime. Although these allowances are being paid broadly 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, overtime is paid to 77% of women and 80% of men but the average payment to men is £1267, almost double the average pay for women which is £610.

Head of Service -4.06%

No allowances being paid to women. One male employee in this group is in receipt of standby and overtime payments totalling £6315 and another two receive additional payments for extra responsibilities of £8151 and £8892 respectively.

Grade G -4.21%

The main differences are in payments of night duty allowance (paid to 4% of men and no women), overtime (paid to 21% of men and 4% of women) and standby (paid to 14% of men and just 0.5% of women).

Directors (JNC) -4.82%

The gap of -4.82%, reduced from -9.47% last year, is purely down to differences in basic pay. Please see explanation above.

Main pay scale teacher -5.47%

-3.15% of the pay gap results from differences in basic pay. The balance is a result of Additional Responsibility Payments that are made to two men and two women. However, 88% of the monetary value is paid to men and 12% to women and this results in the pay gap.

Grade N -5.88%

The basic pay gap for this grade is -6.34%. Once allowances are taken into account the pay gap closes slightly to -5.88%. Although honoraria and standby are paid fairly equally to men and women the monetary value of the payments made to women is higher than that paid to men (average honorarium £4626 for women and £3150 for men; average standby payment £5158 for women and £4571 for men).

Grade H -6.01%

Although both men and women are in receipt of allowances, a higher percentage of these are received by men. The three biggest allowance payments are honoraria, overtime and standby. 75% of the recipients of honoraria are men. Men also receive 58% of the overtime payments and 92% of standby. There are a mix of job types within this grade.

Grade E -6.25%

There are a number of allowances paid to both men and women in this grade. The two biggest are overtime and standby. Payments of these are higher to men within this grade as a result of the types of work being undertaken. 16% of women received overtime in the period compared to 56% of men. Standby was paid to 7% of the women and to 25% of the men.

Soulbury 20-23 -6.63%

The majority of the pay gap (-6.08%) is a result of differences in basic pay (see above). The balance is as a result of a pay adjustment for missed incremental rise made to the one man within the pay group. This was the correction of a payroll error.

Grade D -6.63%

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 18% women and 49% men (overtime) and no women / 19% of men (standby). The total of these two allowances paid to women is £71,005 and to men is £344,964. 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.

10. 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.

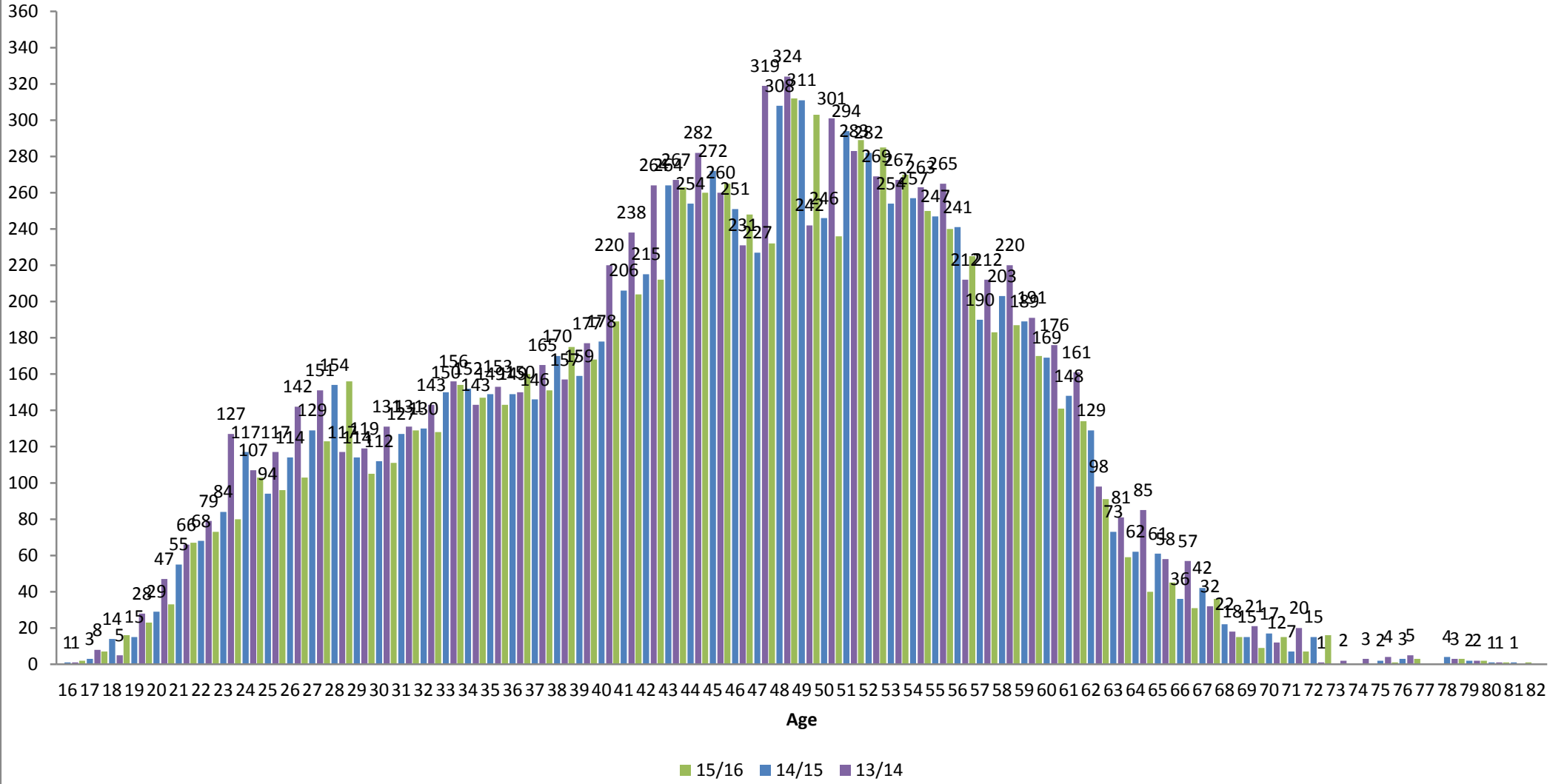
11.0 AGE PAY ANALYSIS

Organisation distribution by age

Distribution of Employees by Grade & Age				
Grade	Number job holders per grade	Average Age @ 31/3/16 (Mean)	Difference from Overall Average age	
Grade A	204	50.82		5.06
TUPE NHS Band 2	5	52.40		6.64
Grade A + 4%	1706	47.83		2.06
Grade A + 8%	44	50.75		4.99
Grade B	42	44.86		-0.90
Grade B + 4%	615	41.60		-4.16
Grade B + 8%	27	44.56		-1.21
Grade C	264	46.27		0.50
Grade C + 4%	54	46.74		0.98
Grade C + 8%	246	45.54		-0.22
Grade D	644	45.08		-0.68
Grade D + 4%	336	45.71		-0.05
TUPE - Mudiad Meithrin Points 17-20	1	53.00		7.24
Grade D + 8%	347	47.24		1.48
Grade E	304	45.51		-0.25
Grade E + 4%	615	42.34		-3.42
Grade E + 8%	52	46.35		0.58
PW1	1	33.00		-12.76
TUPE - Europa 3	1	51.00		5.24
Grade F	407	45.64		-0.12
Grade F + 4%	301	44.29		-1.48
Grade F + 8%	108	45.84		0.08
Unqualified Teacher	14	46.93		1.17
Grade G	389	44.62		-1.14
Youth & Community Workers	3	41.67		-4.09
Grade G + 4%	26	44.85		-0.92
Grade G + 8%	12	48.67		2.91
Grade H	222	44.43		-1.33
Grade H + 4%	6	48.67		2.91
Grade H + 8%	18	44.22		-1.54
Grade I	331	44.41		-1.35
Grade I + 4%	1	60.00		14.24

Main Pay Scale Teacher	12	43.50	-2.26
Grade I + 8%	2	57.50	11.74
Grade J	147	46.67	0.91
Grade J + 4%	1	36.00	-9.76
Grade J + 8%	1	53.00	7.24
Upper Pay Scale Teacher	40	49.18	3.41
Upper Pay Teacher & TLR	13	48.69	2.93
Youth & Community Officer	2	58.00	12.24
Grade K	135	48.27	2.51
Soulbury1-7	2	44.00	-1.76
Community Learning Manager	1	47.00	1.24
Grade K + 8%	1	57.00	11.24
Grade L	82	47.99	2.23
Soulbury 8-12	16	46.88	1.11
Qualified Teacher & TLR	1	28.00	-17.76
Leadership Teacher	3	45.33	-0.43
Grade M	23	49.87	4.11
Associate School Improvement Officer	5	52.00	6.24
Educational Psychologist	8	47.25	1.49
Deputy Head Teachers	1	44.00	-1.76
Grade N	47	50.45	4.69
SOULBURY 20-23	3	44.67	-1.09
Senior Educational Psychologist	4	54.75	8.99
Soulbury 15 - 19	2	52.50	6.74
Principal Educational Psychologist	1	51.00	5.24
School Improvement Officer	2	47.50	1.74
School Improvement Officer-Team Leader	1	57.00	11.24
Soulbury 23-25	1	53.00	7.24
Head of Service (1)	16	52.81	7.05
Assistant Chief Executive	2	48.50	2.74
Directors (JNC)	4	51.50	5.74
Chief Executive	1	56.00	10.24
Grand Total	7926	45.76	0.00

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.

12.0 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.

13.0 ACTION PLAN

Progress on action plan resulting from 2014/15 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.
Progress has been made in the collection of data for protected characteristics. This is an ongoing process.
- 2) Undertake a further Equal Pay Audit for the financial year 2015/16 to monitor trends in any pay gaps identified in this audit.
Now completed.

- 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. Quarterly monitoring of allowances is ongoing. A terms and conditions review has been undertaken during 2016 with a view to consulting on and potentially reviewing some of the terms and conditions that impact most on the pay gaps.
- 4) Continue to review any TUPE graded posts and harmonise them into the single status pay and grading structure as the TUPE regulations allow. The majority of TUPE posts have now been transferred across to NJC grades, terms and conditions. Those that remain on their TUPE grades are those that would be worse off if they transferred across so these will remain on the grades they transferred across on.
- 5) Continue to review gender segregation across job types and instigate any steps that may reduce this.
This is ongoing.
- 6) In a number of areas, data collection and completeness will continue to be progressed and the information developed further over the coming years.

Action plan resulting from 2015/16 Equal Pay Audit

Actions from the 2015/16 Equal Pay Audit are the same as from the 2014/15 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. In addition there are two new actions detailed at 7) and 8) below.

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 2016/17 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.
- 7) Review of pay structure, i.e. double SCP overlaps/reduction in number of increments in pay bands.
- 8) Ongoing review of Standby and associated call-out / overtime payments.

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

Plussages on basic pay

Sleep in allowance

Standby payments

Training pay

