



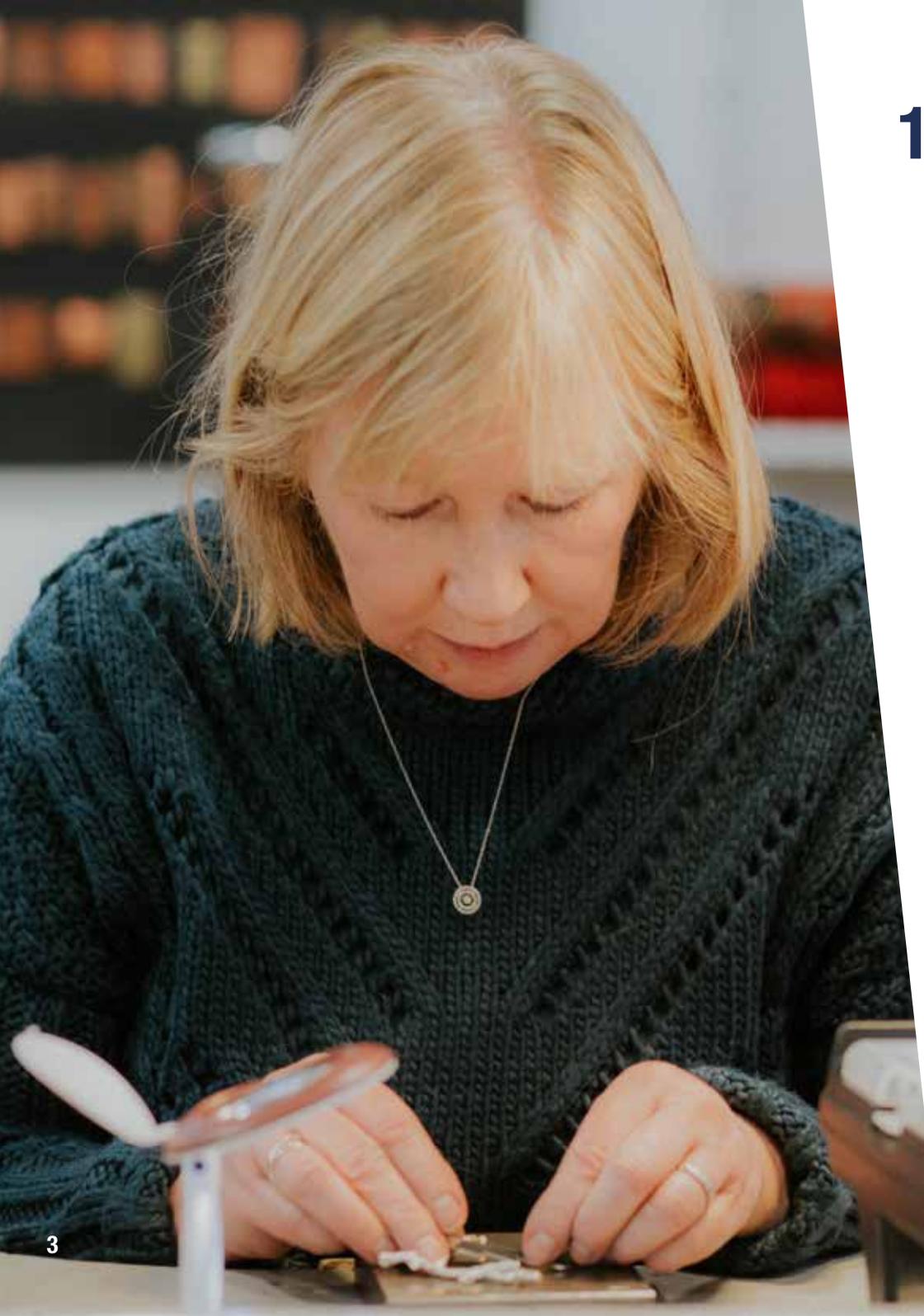
Fife College

Equal Pay and Gender Pay
Gap Report 2018

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1. Equal Pay Introduction

The data used to prepare this report was extracted from the College's HR System on 31 March 2018 and has been analysed for all employees irrespective of their terms and conditions to calculate pay gaps. Subsequently, employee data has been grouped as appropriate. Detailed comparisons are not shown where this would enable individuals to be identified.

As a result of the Managing Organisational Change process and subsequent restructuring of Departments following merger, there are a total number of 76 members of staff on conserved salaries. Of these, 51 (67.11%) are female and 25 (32.89%) are male. The majority of these members of staff, 34 (44.74%), are on the current Lecturing scale. These members of staff reverted to Lecturing scale from April 2018 as a result of the agreements reached through national bargaining and the conservation periods will end. Any member of staff on conservation has been excluded from this report to avoid affecting the overall equal pay difference. It is expected that the majority of conservation periods will end by 31 August 2019.

In considering the results from equal pay audits, it is generally accepted that differences of 5% or more or any recurring differences of 3% or more merit further investigation. This is not definitive and does not mean that other differences are not significant or that the College is protected from equal pay claims more that such patterns are a good starting place for consideration. This percentage guide has been used to generate recommendations from this equal pay audit.

The calculations within the following analysis are based on the mean and median hourly rate, (mean = the average hourly rates in each group), (median = is the hourly rate value separating the higher half of the hourly rates from the lower half). If there is an odd number within the hourly rates, the median is the middle value and where there is an even number of data values, the median is the mean of the two data values in the middle.

The data to support the findings in this report are available on request.



2. Equal Pay Statement for Staff

Fife College reaffirms the principle that all members of staff receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value. The College will:

- Ensure that all pay practice applies equally to all staff and is best practice;
- Communicate pay practice to help members of staff develop understanding of how pay is determined;
- Undertake equal pay audits in accordance with any legal obligations and in any case at least once every two years;
- Provide guidance and support to managers where they make decisions on pay and benefits for staff; and
- Work within the National Bargaining Framework for colleges in Scotland including implementation of any agreed job evaluation scheme.



3. Methods for Calculating the Pay Gap

The Equal Pay Audit and Gender Pay Gap information contained in this report have been calculated using the mean and median salaries expressed as a percentage.

- For both the Equal Pay Audit and the Gender Pay Gap Information, a negative % demonstrates a pay gap in favour of men.
- For the Equal Pay Audit, a negative % demonstrates a pay gap in favour of employees from White groups.
- For the Equal Pay Audit, a negative % demonstrates a pay gap in favour of employees who have declared no disability



4. Equal Pay Report – Horizontal and Vertical Occupational Segregation

Vertical Segregation refers to the clustering of individuals into different levels of work; within the College this means different Grades.

- Horizontal Segregation refers to individuals in different types of job or occupational categories.
- For the purposes of this analysis individuals have been grouped into 15 broad occupational groups:
 1. Principal
 2. Vice Principals
 3. Assistant Principals
 4. Director – Academic – Individuals who manage academic faculties within the College
 5. Director – Professional Services – Individuals who manage the support functions within the College

6. Academic Manager – Individuals who manage a team within an academic faculty and who have a limited teaching commitment
7. Manager – SPS – Individuals who manage a number of Learning Centres within the Scottish Prison Service
8. Manager – Professional Services – Individuals who manage the day to day operation of the support functions within the College
9. Academic Team Leader – SPS – Individuals with responsibility for a Learning Centre within the Scottish Prison Service
10. Promoted Lecturer – Individuals who support the continued professional development of academic staff within the College
11. Lecturer – Individuals in roles that directly teach
12. Lecturer – SPS – Individuals who teach in the Learning Centres
13. Academic Support – Individuals who support the academic faculties
14. Professional Services – Academic Faculty – Individuals who have a support function within an academic faculty
15. Professional Services – Individuals who provide operational or administrative support to the College.



5. Summary of Key Findings and Recommendations

5.1 Overall Gender Pay Gap – Gender

Fife College has an overall mean and median pay gap of **-4.36%** and **1.26%** respectively as seen in **Table One – Overall Gender Pay Gap**. Comparing this information to that of the previous equal pay report, there has been an increase of **-0.89%** in the mean pay gap and a **1.99%** decrease in the median pay gap.

Comparing the College Profile to that of the College Education Sector in Scotland in 2016/17, there has been a slight reduction to the percentage of the male profile of the College when comparing the Scottish College sector as a whole. There has also been a slight decrease in males working within the College Sector in 2016/17.

5.2 Overall Gender Pay Gap – Disability

Fife College has an overall mean and median pay gap of **-21.39%** and **-23.84%** as seen in **Table Two – Overall Pay Gap – Disability**. Comparing this information to that of the previous equal pay report, there has been a decrease of **-20.44%** in the mean pay gap and a **-24.37%** decrease in the median pay gap. This is due to a slight increase in the number of individuals declaring a disability.

49 (5.38%) individuals have preferred not specify whether or not they have a disability, for reporting purposes these individuals have not been included within statistics. Comparing Fife College Disability population against that of the College Education sector in Scotland, Fife College's profile shows that individuals who have declared a disability is similar to that of the Sector.

5.3 Overall Gender Pay Gap – Ethnicity

Fife College has an overall mean and median pay gap of **-48.93%** and **-36.24%** as seen in **Table Three – Overall Pay Gap – Ethnicity**. Comparing this information to that of the previous equal pay report, there has been a decrease of **-18.05%** in the mean pay gap and a **-38.44%** decrease in the median pay gap.

The College’s race/ethnicity categories do not match those in the census. It is possible to add categories together to facilitate comparison. The number of staff who declared an ethnicity other than ‘White’ is 14 and represents 1.46% of the total College profile. If this percentage is compared to the census data for Fife County at 2.4% and for Scotland at 4%, it can be seen the College

does not reflect the census data. It is unlikely this is due to the number of individuals who ‘prefer not to say’ as this totals 48 people (5.27%).

48 (5.27%) individuals have preferred not specify their ethnicity, for reporting purposes these individuals have not been included within statistics.

Comparing Fife College’s Race/Ethnicity profile against that of the College Education Sector in Scotland, the sector has a slightly higher percentage of people declaring a ‘White’ background compared to that of the College. There is a 1% difference in individuals who have declared their race/ethnicity as ‘Other’ than ‘White’ and a 3% difference to individuals who have ‘Not Declared’ a Race/Ethnicity.

Mean Difference (£)	Median Difference (£)	Mean Difference (%)	Median Difference (%)
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Table One - Overall Gender Pay Gap

Female	Male	Mean Difference (£)	Median Difference (£)	Mean Difference (%)	Median Difference (%)
561 (61.58%)	350 (38.42%)	-£0.91	£0.26	-4.36%	1.26%

Table Two - Overall Pay Gap – Disability

No	Yes	Mean Difference (£)	Median Difference (£)	Mean Difference (%)	Median Difference (%)
820 (95.13%)	42 (4.87%)	-£4.76	-£4.98	-21.39%	-23.84%

Table Three - Overall Pay Gap – Ethnicity

BME	White	Mean Difference (£)	Median Difference (£)	Mean Difference (%)	Median Difference (%)
6 (0.70%)	857 (99.30%)	-£7.32	-£5.53	-48.93%	-36.24%

In terms of Gender, the College has a significantly lower pay gap from that of Scotland as a whole. The official statistics for Scotland¹ report that the gender pay gap for full-time workers equates to 8.6% in 2018, an increase from 7.3% in 2015. There is an overall decline since 1997 when the percentage difference was 18.4%.

The overall pay gap was 17.9% in 2018 an increase from 16.8% in Scotland for all workers in 2015. Again, this is a reduction from 1997 which saw the gender pay gap sitting at 26.6%.



6. Gender Pay Gap Introduction

From 2017 onwards it is a requirement for organisations employing over 250 staff members to report on their gender pay gap. The purpose of a gender pay gap analysis, as outlined by the Equality and Human Rights Commission, is to focus on comparing the pay of male and female employees. In addition to identifying the differences in pay, the analysis should also explore the factors influencing this and identify actions for addressing these differences.

All academic, professional services and senior managers have been included in the analysis. The information contained within this report should not be compared to the 2018 equal pay audit as the data set and calculation methodology used is different. There are a number of staff who are on conserved salaries who have also been included in this report.

7. Methodology



The Public Sector Equality Duty requires Fife College to publish their gender pay gap data by 30 March 2018 and then annually. The College is required to produce a gender pay gap report at the snapshot date of 31 March each year which measures the difference between the average earnings of all male and female employees, irrespective of their role and seniority.

Detailed within this report:

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

8. Gender Pay Gap Report



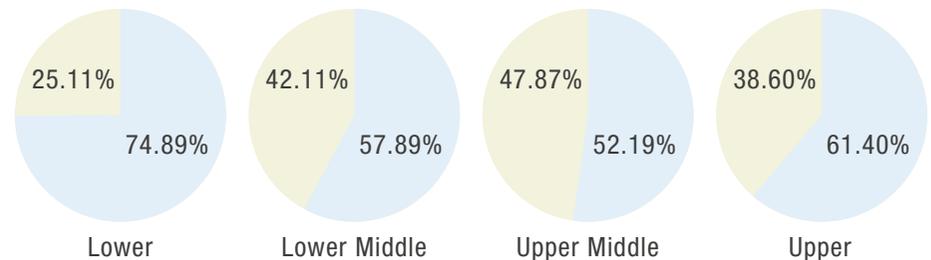
8.1 All Staff

Data has been collected on the snap shot date of the 31 March 2018, where the workforce consisted of 911 staff, 561(61.58%) females and 350 (38.42%) males.

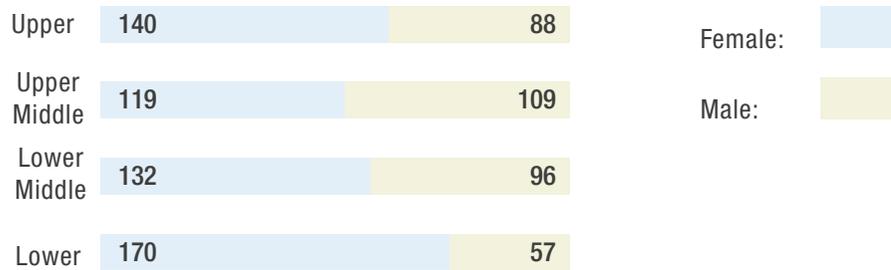
Women's Earnings are:

Mean gender pay gap in hourly pay	8.34% Lower	Mean bonus gender pay gap	0.00%
Median gender pay gap in hourly pay	9.89% Lower	Median bonus gender pay gap	0.00%

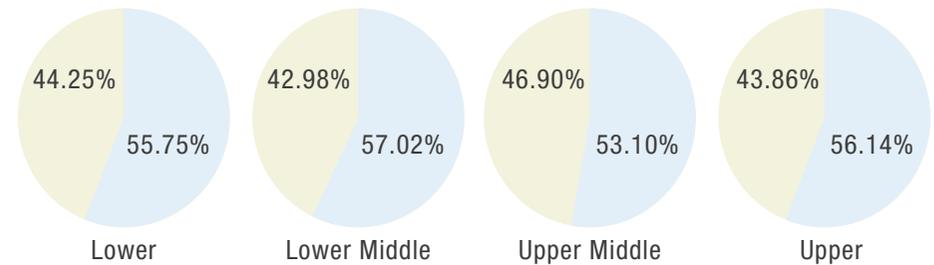
Proportion of Female and Males in each pay quartile (%)



Number of women and men in each pay quartile



Proportion of academic Males and Females in each pay quartile (%)



Analysis

The mean average hourly rate for females within the College is £17.99 as opposed to £19.39 for males, this equates to a difference of £1.40. The median average hourly rate for females within the College is £18.30 as opposed to £20.11 for males, a difference to £1.81. This difference is due to a higher proportion of males (56% of the total males within the College) within the Upper Middle and Upper pay quartiles as opposed to the proportion of females (44% of the total females within the College) being in the Upper Middle and Upper pay quartiles. The increase in pay overall seen in this report is due to national bargaining agreements. Overall, the mean average salary is the same when compared to last year whereas the median has decreased.

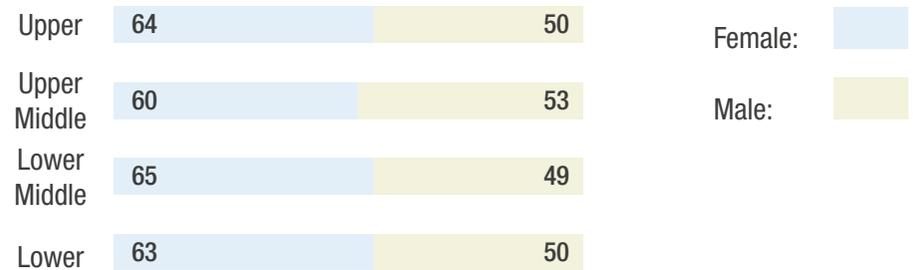
8.2 Academic Staff

Data was collected on the snap shot date of the 31 March 2018, where the academic workforce consisted of 454 staff, 252 (55.51%) Females and 202 (44.49%) Males.

Women's Earnings are:

Mean gender pay gap in hourly pay	0.95% Lower	Mean bonus gender pay gap	0.00%
Median gender pay gap in hourly pay	0.00% Lower	Median bonus gender pay gap	0.00%

Number of women and men in each pay quartile



Analysis

The mean average hourly rate for academic females within the College is £22.88 as opposed to £22.66 for males, this equates to a slight difference of £0.22. There is no difference in median average hourly rate for females and males within the College at £20.11. There is a slight difference in the female and male percentage within the Upper Middle and Upper pay quartiles of 49% and 51% respectively.



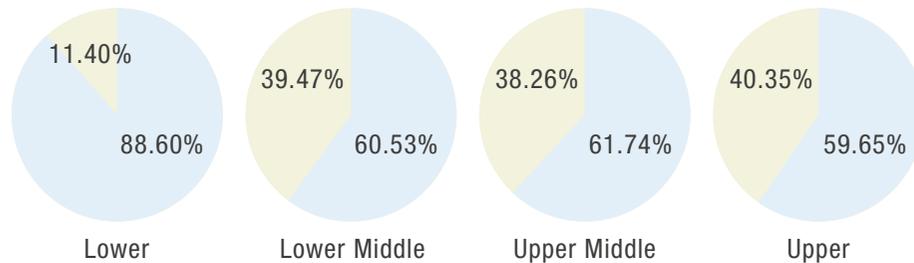
8.3 Professional Services Staff

Data was collected on the snap shot date of the 31 March 2018, where the workforce consisted of 457 staff, 309 (67.61%) Females and 148 (32.38%) Males.

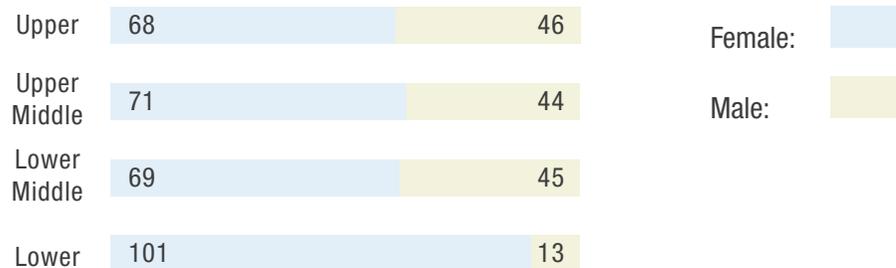
Women's Earnings are:

Mean gender pay gap in hourly pay	6.50% Lower	Mean bonus gender pay gap	0.00%
Median gender pay gap in hourly pay	11.86% Lower	Median bonus gender pay gap	0.00%

Proportion of professional services Males and Females in each pay quartile (%)



Number of women and men in each pay quartile



Analysis

The mean average hourly rate for Females within the College is £14.00 as opposed to £14.91 for males, this equates to a difference of £0.91. The median average hourly rate for females within the College is £12.26 as opposed to £13.72 for males, a difference of £1.46. This difference is due to a significantly higher proportion of males being within the Upper Middle and Upper pay quartiles as compared to the total number of females within the College who are in the Upper Middle and Upper pay quartiles.

9. Recommendations



The following are recommendations from the Equal Pay and Gender Pay Gap analysis above:

1. Work with staff to continue to encourage them to update their personal information held on file, and promote the declaration of protected characteristics and why this is important.
2. The College will be participating within the National Job Evaluation Scheme and will involve all support staff who fall into the scope of national bargaining. This will involve independent analysts undertaking this process for the job roles with Fife College which will ensure that an unbiased and fair process will be undertaken.
3. The College will continue to be a Scottish Living Wage Employer, with a commitment to fair pay and will see individuals (both Male and Female) working at the College receive a minimum hourly rate of £9.00 and in line with our commitment to the Fair Work Convention. The real Living Wage is an hourly rate set independently and updated annually and is calculated according to the real costs of living.
4. Continue to develop, review and evaluate equality data to inform action planning at an organisational and operational level.

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