



Fife College

EQUAL PAY AND GENDER PAY GAP REPORT – 2024

February 2025



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1 Equal Pay Introduction

In line with the College's strategy and vision, the College aims to be diverse, inclusive and accessible to all. We are committed to equality and fairness, and this is reflected in our employment policies and practices and our pay and reward systems.

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 for support staff.

2 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

The data used to prepare this report was extracted from the College's HR System on 31 March 2024, the set date required by legislation. The data 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 rule, 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. It is more that such patterns are a good starting place for consideration. Comparison will also be measured against the College Sector and Scottish averages.

The calculations within the following analysis are based on the difference in 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) between men and women, those who have disclosed they have a disability and those who have disclosed their ethnicity as White and who are Black, Asian or of Ethnic Minority (BME). 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.

3 Summary of Key Findings and Recommendations

3.1 Distribution of Female & Male Staff

The College employed (as at 31 March 2024) 880 staff, full and part-time. Of these 59.55% of staff are female and 40.45% of staff are male. As Table 1 illustrates, female staff are in the majority for most areas, with the highest level being in Grades A-H, and in particular Grade C and F. An example of the types of roles with the Grade C salary are Administrators, Student Assistants, Inclusion Assistants. Library Assistants, Technician 1 and Grade F roles include Tutors (within our SPS contract), Trainer/ Assessors and MA Partners.

Table 2 does show a high percentage of females (66.93%) within the Academic Support area, and this is mainly due to the roles within Inclusion. Work continues to recruit more Males into the team when vacancies arise. Workforce planning across the College will continue to consider the gender balance of areas and discussions on how this can be further addressed.

Table 1 – Staff Distribution by Vertical Distribution (Female & Male)

Grade of Staff	Female	Male	Female	Male	Totals
Executive	20.00%	80.00%	1	4	5
Personal Contract	52.94%	47.06%	9	8	17
Personal Contracts - SPS	70.59%	29.41%	12	5	17
Support - Manager	46.67%	53.33%	7	8	15
Promoted Lecturer	59.26%	40.74%	32	22	54
Academic	50.00%	50.00%	125	125	250
Grade A-H	64.75%	35.25%	338	184	522
Livingwage Fixed Point	0.00%	0.00%	0	0	0
TOTAL	59.55%	40.45%	524	356	880

Table 2 – Staff Distribution by Horizontal Distribution (Female & Male)

Grade	Female	Male	Female	Male	Totals
Principal	0.00%	100.00%	0	1	1
Vice Principal	33.33%	66.67%	1	2	3
Assistant Principal	0.00%	100.00%	0	1	1
Director - Academic	25.00%	75.00%	1	3	4
Academic Manager	50.00%	50.00%	13	13	26
Promoted Lecturer	67.86%	32.14%	19	9	28
Lecturer	50.00%	50.00%	125	125	250
Academic Support	66.93%	33.07%	172	85	257
Manager - Professional Services	45.00%	55.00%	9	11	20
Manager – SPS	66.67%	33.33%	2	1	3
Academic Team Leader - SPS	71.43%	28.57%	10	4	14
Director - Professional Services	75.00%	25.00%	6	2	8
Professional Services	62.64%	37.36%	166	99	265
All Staff	59.55%	40.45%	524	356	880

3.2 Overall Gender Pay Gap – Gender

Fife College has an overall mean and median pay gap of 15.24% and 6.71% respectively as seen in Chart 1 – Mean Pay Gap and Chart 2 – Median Pay Gap. Comparing this information to that of the previous equal pay report, there has been a decrease of 2.23% in the mean pay gap and an 2.65% increase in the median pay gap.

Comparing the College Profile to that of the College Education Sector in Scotland in 2022/23 (which is the latest data available), there is no real difference to the percentage of the male profile of the College (40%) when comparing the Scottish College sector as a whole (39%).

Chart 1 – Mean Gender Pay Gap

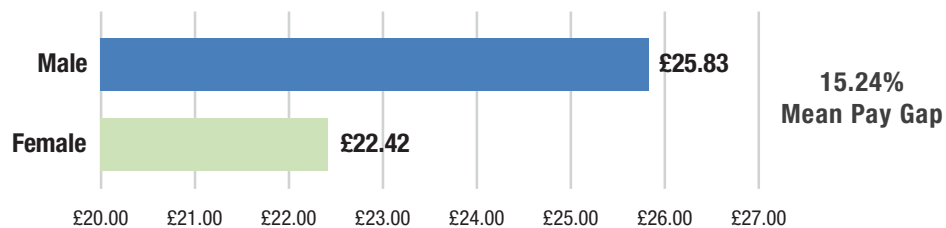


Chart 2 – Median Gender Pay Gap

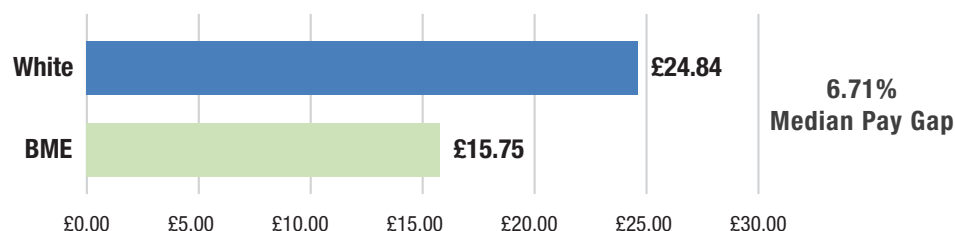


Table 3 – Mean Gender Pay Gap by Grade

Grade	Mean Hourly Rate Female & Male	Mean Hourly Rate Female	Mean Hourly Rate Male	Difference in Hourly Rate Female & Male
Executive	£59.33	£53.30	£59.33	£-6.03
Personal Contract	£33.08	£34.20	£32.18	£2.01
Personal Contracts - SPS	£26.58	£26.58	£26.58	£0.00
Support - Manager	£28.29	£26.67	£29.51	£-2.84
Promoted Lecturer	£27.69	£27.69	£27.69	£0.00
Academic	£17.98	£22.14	£21.85	£0.28
Grade A-H	£16.10	£16.10	£15.51	£0.59
Livingwage Fixed Point	£0.00	£0.00	£0.00	£0.00
All Staff	£26.13	£25.83	£26.58	£-0.75

Table 4 – Median Gender Pay Gap by Grade

Grade	Median Hourly Rate Female & Male	Median Hourly Rate Female	Median Hourly Rate Male
Executive	£59.34	£53.30	£59.34
Personal Contract	£32.42	£33.51	£32.42
Personal Contracts - SPS	£25.55	£25.55	£25.55
Support - Manager	£27.64	£26.32	£27.64
Promoted Lecturer	£27.69	£27.69	£27.69
Academic	£21.57	£22.14	£22.14
Grade A-H	£15.54	£15.33	£15.54
Livingwage Fixed Point	£0.00	£0.00	£0.00
All Staff	£26.59	£25.93	£26.59

3.3 Overall Gender Pay Gap – Disability

Fife College has an overall mean and median disability pay gap of 43.31% and 46.47% as seen in Chart 3 – Mean Overall Pay Gap – Disability and Chart 4 – Median Overall Pay Gap - Disability. On comparing this information to that of the previous equal pay report, these figures have increased, however, this may have resulted from staff leaving the organisation who did not have a disability and more staff declaring a Disability than previously. When dealing with such low numbers, any staff movement can disproportionately affect these gaps.

Comparing Fife College Disability population (6.59%) against that of the College Education Sector in Scotland (2022 SFC data), Fife College's profile shows that individuals who have declared a disability is just slightly lower than that of Sector (7.5%).

Chart 3 – Mean Overall Pay Gap – Disability

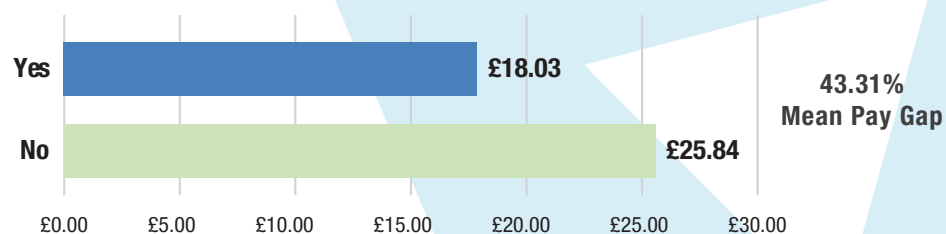


Chart 4 – Median Overall Pay Gap – Disability

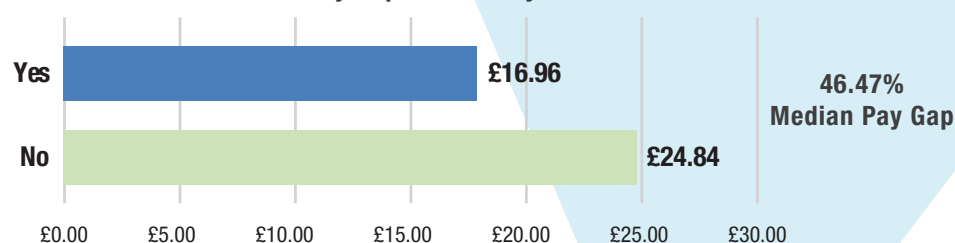


Table 5 – Disability by Female & Male

Disabled	Female	Male	Female	Male	Total
No	59.25%	40.75%	487	335	822
Yes	63.79%	36.21%	37	21	58
Total	59.55%	40.45%	524	356	880

3.4 Overall Gender Pay Gap – Ethnicity

Fife College has an overall mean and median pay gap of 32.49% and 57.72% as seen in Chart 5– Mean Overall Pay Gap – Ethnicity and Chart 6 – Median Overall Pay Gap - Ethnicity. Comparing this information to that of the previous equal pay report, these figures have increased. This can be due to higher paid BME staff leaving the College, and may be due to the reduced number of staff employed who have confirmed their ethnicity. Again, when dealing with such low numbers, any staff movements can affect the figures.

90 (10.22%) individuals have preferred not to specify their ethnicity, or it is unknown, for reporting purposes these individuals have not been included within

statistics. The College are continuing to encourage staff to update their data held within the system and providing background on the importance. A new on-boarding portal is being explored which will remind new employees to complete their personal data.

Comparing Fife College's Ethnicity profile (1.0%) against that of the College Education Sector in Scotland (2022 SFC data), the sector has a higher percentage of people declaring a 'BME' background compared to that of the College (6.00%).

Chart 5 - Mean Overall Pay Gap – Ethnicity

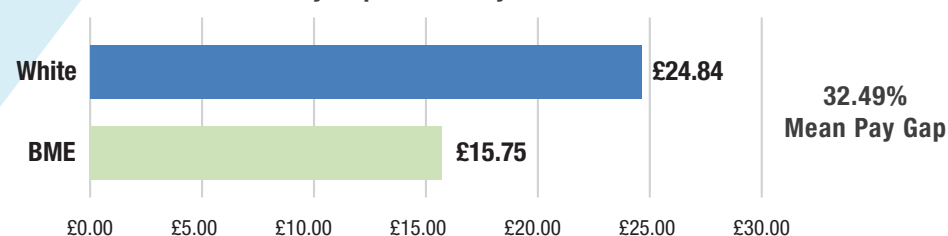


Chart 6 - Median Overall Pay Gap – Ethnicity

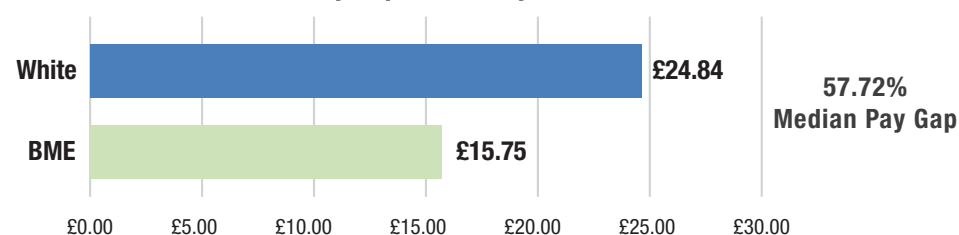


Table 6 – Ethnicity by Female & Male

Disabled	Female	Male	Female	Male	Total
BME	42.86%	57.14%	3	4	7
White	59.13%	40.87%	463	320	783
Total	58.99%	41.01%	466	324	790

4 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. For the purposes of analysis, these groups are:

1. Executive
2. Personal Contract
3. Personal Contract – SPS
4. Support – Manager
5. Promoted Lecturer
6. Academic
7. Grade A-H
8. Living wage Fixed Point

Horizontal Segregation refers to individuals in different types of job or occupational categories. For the purposes of this analysis individuals have been grouped into 13 broad occupational groups. Please note that the roles were as at the report date and that this was during a Leadership re-structure. These areas will be updated for next year reporting.

1. Principal
2. Deputy Principal/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 several Learning Centres within the Scottish Prison Service
8. Manager – Professional Services – Individuals who are responsible for 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. Academic Support – Individuals who support the academic faculties
13. Professional Services – Individuals who provide operational or administrative support to the College



5 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 service and senior managers have been included in the analysis.

The College's new HRIS integrated system automatically generates the Gender Pay Gap Report from each payroll (Academic and Professional Services). This is accurate as it is based on actual salaries paid and follows the legal requirements for calculation (see below). Adopting this new style of report, is one realisation of the HR Transformation project (reducing of processes and duplication of work) and from now on, it is the report below which will be used



6 Methodology

The Public Sector Equality Duty requires Fife College to publish its gender pay gap data 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



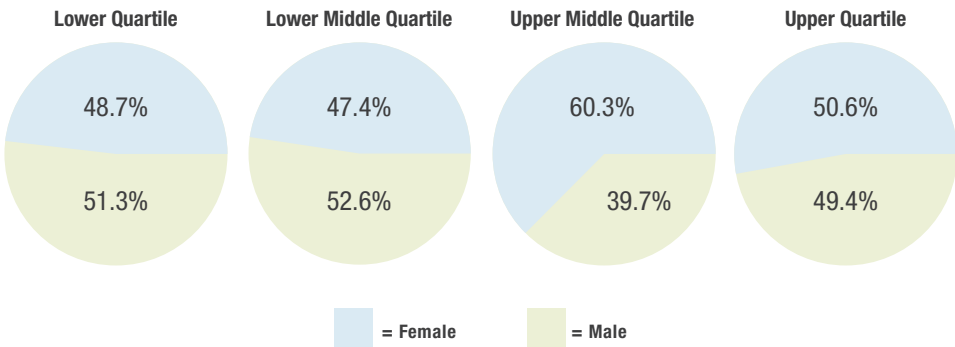
7 Gender Pay Gap Report

7.1 Academic Payroll

Pay and Bonus Gap

Mean gender pay gap	Median gender pay gap	Mean bonus gap	Median bonus gap	Bonus proportions
14.9%	0.0%	0.0%	0.0%	0.0%

Quartile pay bands

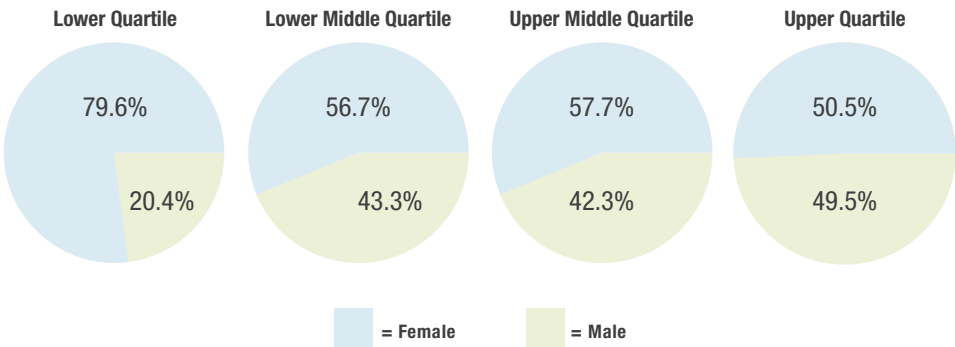


7.2 Support Payroll

Pay and Bonus Gap

Mean gender pay gap	Median gender pay gap	Mean bonus gap	Median bonus gap	Bonus proportions
8.5%	10.0%	0.0%	0.0%	0.0%

Quartile pay bands



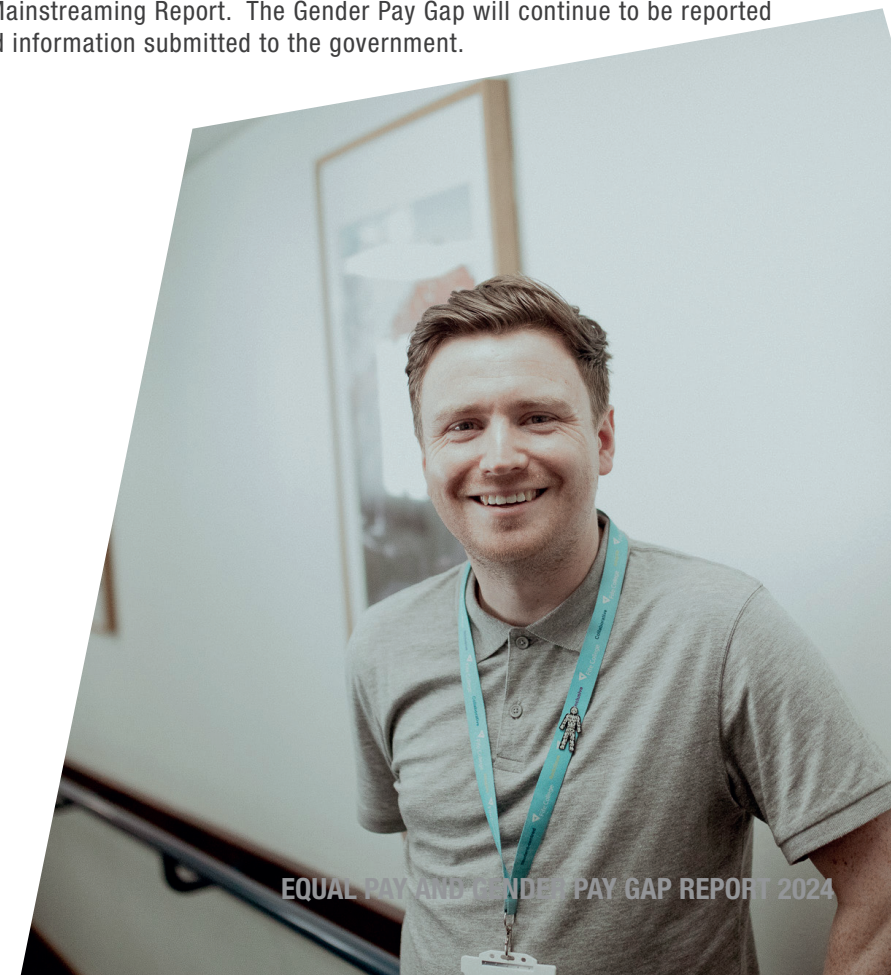
Mean gender pay gap	the difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees
Median gender pay gap	the difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees
Mean bonus gap	the difference between the mean bonus pay paid to male relevant employees and that paid to female employees
Median bonus gap	the difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees
Bonus proportions	the proportions of male and female relevant employees who were paid bonus pay during the relevant period
Quartile pay bands	the proportions of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands

8 Recommendations

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

1. Continue with participation and outcome recommendations of the National Job Evaluation Scheme which involves all support staff and managers who fall into the scope of national bargaining. The College continues to await the outcome of sector decisions around the implementation of the findings. On-going constructive discussions are progressing and both sides are committed to making progress and delivering on the commitment to the Job Evaluation Project. It is unfortunate that the project had become delayed and stalled in unnecessary complications. Further, both sides agree it is important for there to be a shared objective and outcome for the project before further work is undertaken.
2. The College continues to be a Scottish Living Wage Employer, with a commitment to fair pay which sees individuals (both Male and Female) receiving a minimum hourly rate at least in line with the Real Living Wage.
3. Continues to promote flexible working for all staff at all levels within the College. This will ensure that men and women can develop their career in higher level roles regardless of their responsibilities and can work in these roles on a part-time/flexible basis.
4. Continues to develop, review and evaluate equality data to inform action planning at an organisational and operational level.
5. Continue encouraging staff to update their personal data (e.g., disability and ethnicity) by explaining how it supports equality efforts. This could be in way of a campaign to improve confidence in data sharing, ensuring anonymity and purpose are clearly communicated.
6. As part of the leadership training for managers, include training on unconscious bias, inclusive leadership, and equitable decision-making in recruitment, promotion, and pay. This could also include a reverse mentoring scheme to raise awareness

7. Withing the review of the College recruitment processes, look to target outreach and recruitment strategies to attract more candidates from underrepresented groups (e.g., BME and disabled individuals), especially into higher-paid and leadership roles. This could involve partnering with community organisations and networks. Continue to use inclusive language in job adverts and highlight flexible working options.
8. This report ordinarily has been prepared on a yearly basis, the recommendation is that Equal Pay reporting will move to every two years and run alongside the Equality Mainstreaming Report. The Gender Pay Gap will continue to be reported yearly and information submitted to the government.



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Published August 2025
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