

# Equal Pay Statement 2017

## Equal Pay Statement

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Edinburgh Napier University is committed to the principles of equal pay for all of our employees. The University aims to eliminate any bias in our pay and remuneration systems and understands that equal pay between men and women is a legal right in accordance with the Equality Act 2010. We are required to provide gender pay gap information every two years. Our Equal Pay Statement (published every four years) also provides information on occupational segregation in relation to disability, race and gender, in accordance with the specific duties that accompany the Public Sector Equality Duty in Scotland.

The policies and procedures associated with pay and remuneration at Edinburgh Napier University have been developed to ensure they are fairly and consistently applied to all staff. Our commitment to the principles of equal pay is not restricted to gender. We firmly believe that equality of opportunity is essential to everything we do and that everyone should receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value. This has clear fit with our organisational values. We will continue to utilise the Higher Education Role Analysis (HERA) job evaluation scheme to measure the relative value of all jobs in our pay and grading structures within an overall framework that is sector-consistent, transparent and fair. At grades 1-7 nationally negotiated pay spines are used, with incremental progression for all based on length of service. We participate in the Universities and Colleges Employers Association (UCEA) salary review and use the output of this to agree any changes to senior salaries. Additionally, all University Leadership Team salaries are subject to review by the Remuneration Committee which is chaired by a member of the University Court. Edinburgh Napier University has also made a commitment to paying the Living Wage for all our employees, despite not being an accredited member of the Living Wage Foundation. We signed the Scottish Business Pledge to this effect in 2015.

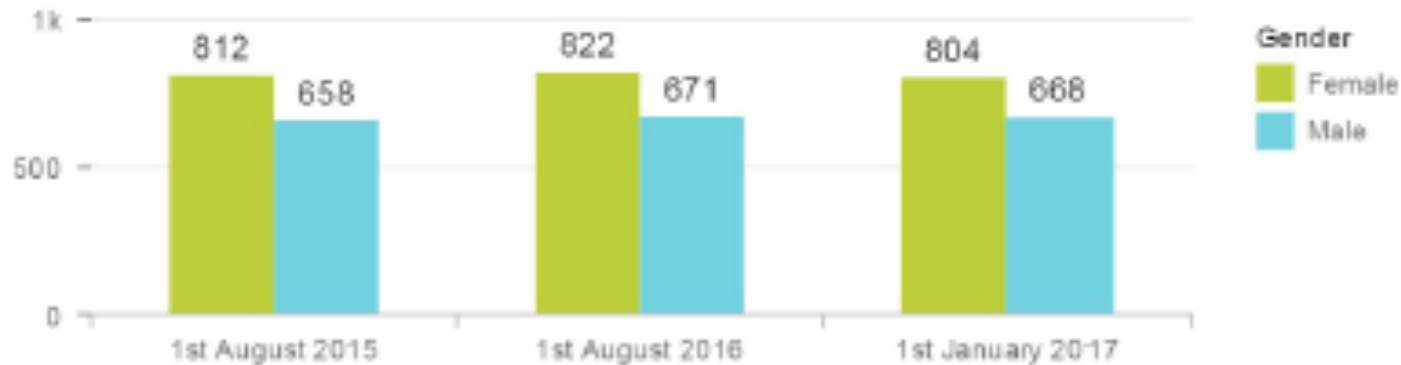
We will commit to conduct an Equal Pay Audit every two years and review our processes in partnership with our recognised Trade Unions to ensure pay and remuneration at Edinburgh Napier University remains equitable, fair and transparent for all our employees. Review will not be restricted to considerations of gender equity and we will also review pay for the protected characteristics of disability and race. The pursuit of equal pay across these protected characteristics is closely linked to our Equality Outcomes under the Duty, the University's Inclusion Strategy and the principles of the Athena SWAN Charter.

**The Equal Pay Statement has been agreed by University Court and is effective from 30<sup>th</sup> April 2017.**

# Equal Pay - A picture of the Organisation 2013-17

Our Mainstreaming Equality Report provides a demographic picture of Edinburgh Napier University. We provide the same information here for staff in the three protected characteristics of gender, race and disability for academic years 2014-15, 2015-16, and as at 1 January 2017 (as a snapshot of academic year 2016-17), in order to examine whether occupational segregation of these groups exists. We have considered staff in these protected characteristics primarily by job grade (vertical segregation) but have also considered (where applicable) concentrations of staff in particular occupations (horizontal segregation).

## 1. Staff in post by sex 2015-17



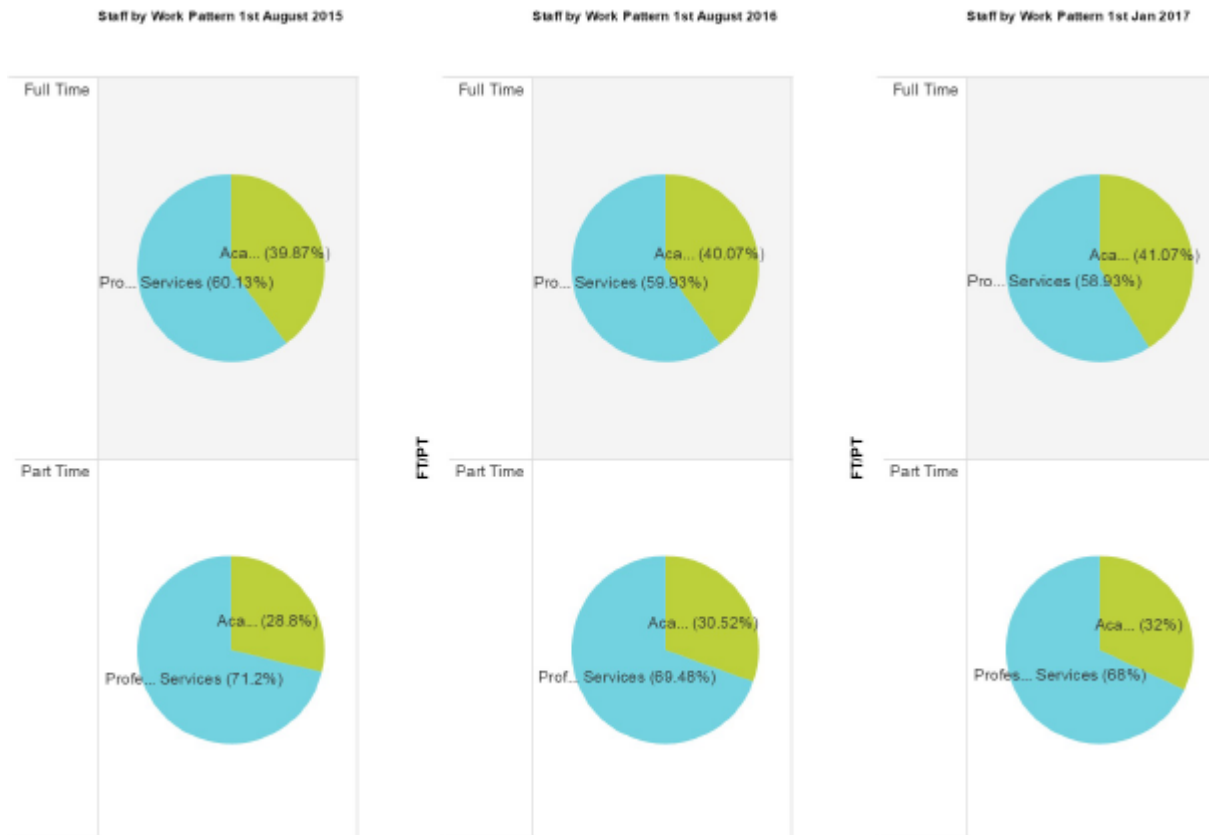
Edinburgh Napier University continues to employ more women than men in total, with the percentage split remaining constant around 55% female v 45% male over the last four years. At the 1<sup>st</sup> January 2017 professional services staff outnumber academic staff at Edinburgh Napier University, and there are more women than men employed in these roles. There are more male academics than female at Edinburgh Napier University.

## 2. Staff by working pattern and contract type as at 1 January 2017

Employee Group	Gender	Measures		FT/PT	
		FT/PT		Percentage of: FT/PT	
		Full Time	Part Time	Full Time	Part Time
Academic	Female	201	66	18.31%	16.97%
	Male	250	55	22.77%	14.14%
	<b>Sum</b>	<b>451</b>	<b>121</b>		
Professional Services	Female	333	214	30.33%	55.01%
	Male	314	54	28.60%	13.88%
	<b>Sum</b>	<b>647</b>	<b>268</b>		
<b>Aggregation Total</b>		<b>1,098</b>	<b>389</b>		

In line with sector and labour market trends more women than men work part-time at Edinburgh Napier University, in either academic or professional services roles. Significantly, more than half of all female professional services staff (55%) work part-time, but more female academics work full-time than part-time. These are trends that have continued since 2015, as can be seen at figure 3. Although not all part-time and flexible working relates to a need to balance work with caring responsibilities, this is frequently the case. We consider this feature of employment at Edinburgh Napier University in policy development and in the action plans arising from our Athena SWAN accreditation at University and School level.

### 3. Staff by working pattern and contract type 2015-17



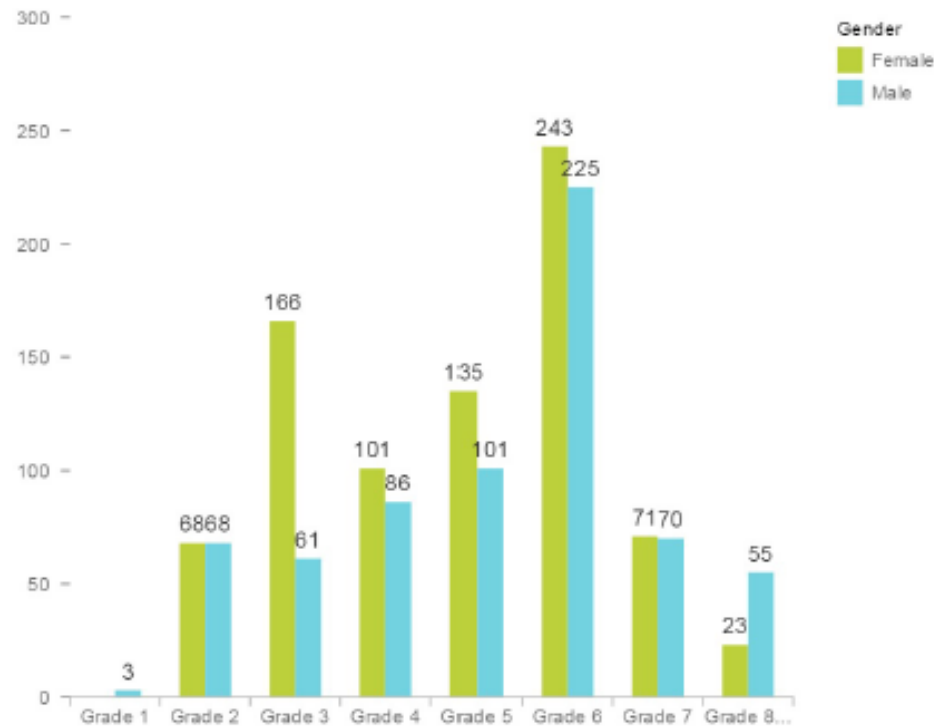
Although significantly more professional services staff work part-time compared to academic staff, this figure has reduced from 71% in 2015 to 68% in 2017. Meanwhile the number of academic staff working full time has increased year on year since 2015. This is partly due to the slight increase in staff working flexibly at the University, and we have made a commitment to consider all requests for flexible working as part of our People Strategy. The total ratio of professional services to academic staff has also decreased from 2015-17 as our staff profile changes in line with our strategic objectives.

#### 4. Staff at grades by sex 2015-17

Grade	Gender		As at		Measures							
	Female				Male							
	1st August 2015		1st August 2016		1st January 2017		1st August 2015		1st August 2016		1st January 2017	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
Grade 1			1	11.11%			2	22.22%	3	33.33%	3	33.33%
Grade 2	79	18.00%	76	17.31%	68	15.49%	70	15.95%	78	17.77%	68	15.49%
Grade 3	186	26.09%	177	24.82%	166	23.28%	64	8.98%	59	8.27%	61	8.56%
Grade 4	100	18.18%	106	19.27%	101	18.36%	76	13.82%	81	14.73%	86	15.64%
Grade 5	135	19.57%	128	18.55%	135	19.57%	97	14.06%	94	13.62%	101	14.64%
Grade 6	219	16.03%	247	18.08%	243	17.79%	209	15.30%	223	16.33%	225	16.47%
Grade 7	69	15.79%	69	15.79%	71	16.25%	84	19.22%	74	16.93%	70	16.02%
Grade 8 and above	29	11.69%	23	9.27%	23	9.27%	58	23.39%	60	24.19%	55	22.18%
<b>Sum</b>	<b>817</b>		<b>827</b>		<b>807</b>		<b>660</b>		<b>672</b>		<b>669</b>	

When viewed grade by grade there is one grade at which there is significant disproportionate gender representation in Edinburgh Napier University. This vertical segregation occurs at grade 3, which is the grade commensurate with administrative professional services staff such as Finance and Information Assistants. However, this is entirely consistent with statistical analysis and data trends reported in the sector and by large employers of a similar size, scale and complexity in Scotland. The ratio of female to male staff at this grade has pleasingly reduced since 2015, as has the gender pay gap in favour of women at this grade ( in 2016-17 no pay gap existed between men and women in basic pay at grade 3). Given these circumstances, whilst we will continue to monitor emerging trends in accordance with the commitment provided within our Equal Pay Statement, we do not intend to instigate any significant action specifically relating to occupational segregation at this time.

## 5. Staff by grade and sex at 1 January 2017



One other example of vertical segregation in relation to gender is at the senior grades of 8, 9 and 10 where in total, men outnumber women across these three grades by more than 2:1 in 2016-17. However it is only at grade 9 at which this is particularly disproportionate. There were 33 men at grade 9 in 2015-16 and 10 women, and 28 men and 7 women in 2016-17. This is largely as a consequence of the reduced numbers of appointments at grade 9, it being a grade occupied primarily by the Professoriate, Heads of Subject and some Deans of School. This is consistent with the trends reported amongst the sector. Review of our Academic Framework for Promotion in 2016 and 2017 will ensure equal access to promotion for all staff who meet the criteria, and our Athena SWAN agenda will continue to monitor promotion statistics for men and women. Given these circumstances, we do not intend to instigate any other action specifically relating to occupational segregation at this grade.

The only examples of horizontal segregation by gender at Edinburgh Napier University; where there is a concentration of staff in particular occupations or job families; is amongst our security staff who are predominantly male (grade 2), and our catering staff who are predominantly female (also grade 2). There are schools and departments with disproportionate gender representation amongst their staff (and students): our School of Engineering and the Built Environment for example employs more male staff than female, or the HR department in which the reverse is true, however all examples are consistent with HE trends. Our gender equality agenda (of which Athena SWAN is part) and our Gender Action Plan, shaped by the Scottish Funding Council's targets will address this, and we do not intend to instigate any other action specifically relating to horizontal segregation at this time.<sup>1</sup>

## **6. Occupational segregation and declared disability**

This section required analysis of the potential occupational segregation of staff with a declared disability. The total number of known disabled staff has remained a very small percentage of our workforce, at around 6% from 2015-17. There is a greater 'not known/not stated' response which averages 8.5-9% of total staff, but which prevents better analysis because we cannot assume 'not known/declared' infers disability exists.

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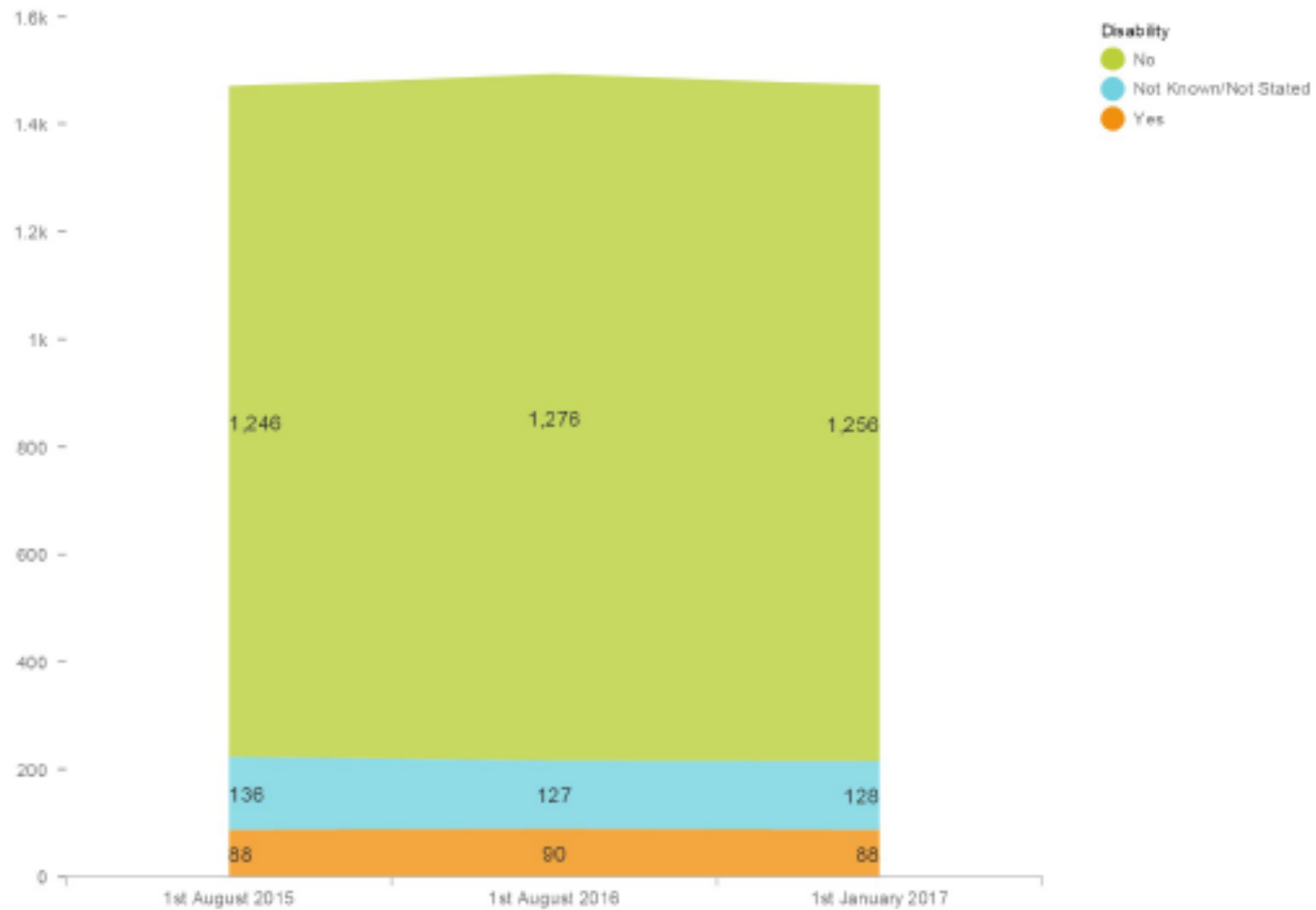
<sup>1</sup> Although primarily focused on gender imbalance at subject level in Universities, elements of the action plan refer to staff and is also linked to our Institutional Athena SWAN action plan. More information from the SFC can be found at the following link. At the time of publication of this report Edinburgh Napier University's Gender Action Plan had not yet been submitted to the SFC.

[http://www.sfc.ac.uk/web/FILES/Corporate\\_publications\\_SFCCP052016\\_GenderActionPlan/SFCCP052016\\_Gender\\_Action\\_Plan.pdf](http://www.sfc.ac.uk/web/FILES/Corporate_publications_SFCCP052016_GenderActionPlan/SFCCP052016_Gender_Action_Plan.pdf)



## 6.1 Staff and disability 2015-17

This tables provides a picture of disability amongst our total staff:



## 6.2 Staff with a declared disability by grade 2015-16

The extension to reporting under the original duty for 2017 sees the requirement for disability and race to be included in an institution's statement on equal pay. Although our Equal Pay Statement has always articulated our commitment to the principles of equal pay **for all** and not restricted this to gender, this is the first time we have completed detailed analysis of the potential occupational segregation of these characteristics.

Examination of the total numbers of known disabled staff at each grade has been completed for 2015-2017 in order to examine potential vertical segregation. The University total of disabled staff (6%) has been used as a benchmark. Where the % of disabled staff at this grade is greater than the University average (shaded amber below), further analysis will be completed as part of our next Equal Pay Audit in 2018, and reported to Court. The findings will also feature in our next Mainstreaming Equality Report for 2019 and included in our next set of Equality Outcomes, if specific action is required.

	No	Not Known	Yes	Grade Total	% With Disability
Grade 1	4	0	0	4	0
Grade 2	132	20	6	158	3.8
Grade 3	198	20	23	241	9.5
Grade 4	169	8	15	192	7.8
Grade 5	194	19	12	225	5.3
Grade 6	401	42	25	468	4.4
Grade 7	119	14	5	138	3.6
Snr Mgt Grade 8	24	1	1	26	3.8
Snr Mgt Grade 9	38	4	1	43	2.3
Snr Mgt Grade 10	10	0	1	11	9
Total(s):	1323	131	93	1547	

### 6.3 Staff with a declared disability by grade 2016-17

	No	Not Known	Yes	Grade Total	% With a Disability
Grade 1	6	0	0	6	0
Grade 2	113	19	7	139	5
Grade 3	187	19	22	228	9.6
Grade 4	171	8	13	192	6.8
Grade 5	205	23	14	242	5.8
Grade 6	401	40	26	467	5.6
Grade 7	121	15	4	140	2.9
Snr Mgt Grade 8	22	1	2	25	8
Snr Mgt Grade 9	31	3	1	35	2.9
Snr Mgt Grade 10	14	0	1	15	6.7
<b>Total(s):</b>	<b>1299</b>	<b>130</b>	<b>95</b>	<b>1524</b>	

In 2015-16 the number of disabled staff at grades 3 and 4 was higher than that of the University average, at 9.5% and 7.8% respectively. In 2016-17, this reduced to just one incidence at grade 3 of 9.6%. This will be examined in greater detail as part of our Equal Pay Audit scheduled for January 2018.

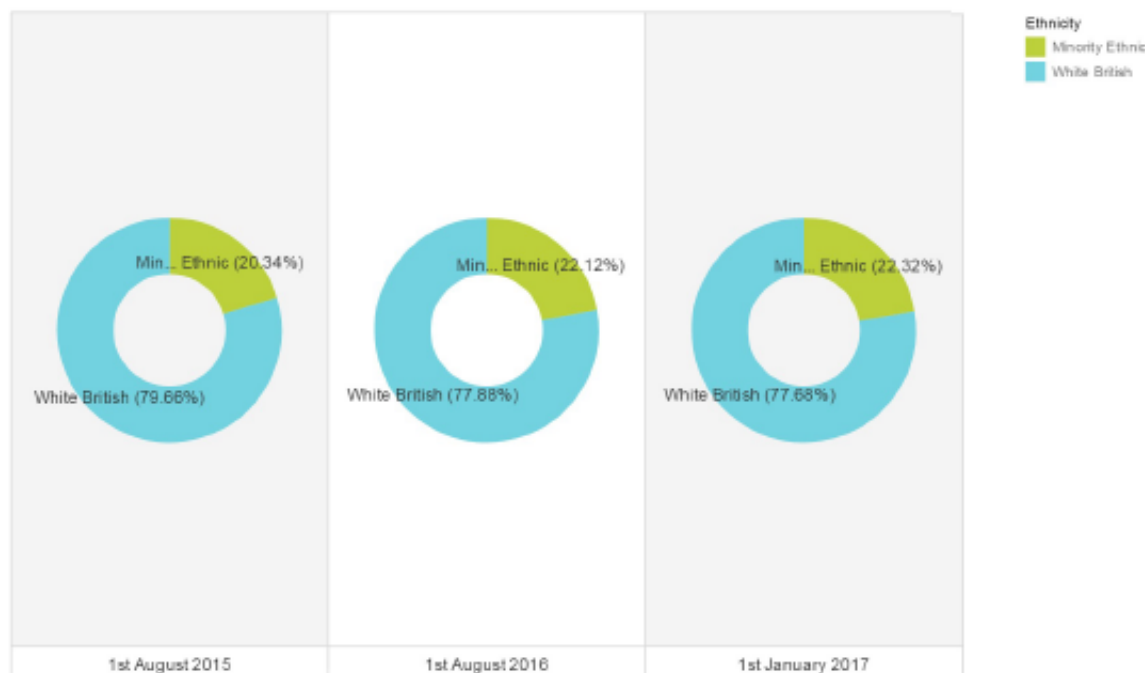
Any 'job family' model is loosely structured and not formally applied at the University, and there are considerably fewer types of jobs than there would be in an organisation of the same size, in a different sector. Grading is the primary differential, given the same type of role can often be performed at numerous levels, amongst both academic and professional services staff. This, in addition to the very small total number of disabled staff, may explain why there are currently no examples of the horizontal segregation of disabled staff at the University. This will be reviewed as part of the Equal Pay Audit in 2018.

## 7. Occupational segregation and race

The extension to reporting under the original duty for 2017 sees the requirement for disability and race to be included in an institution's statement on equal pay. Although our Equal Pay Statement has always articulated our commitment to the principles of equal pay **for all** and not restricted this to gender, this is the first time we have completed detailed analysis of the potential occupational segregation of these characteristics.

### 7.1 Staff ethnicity 2015-17

The table below provides a general picture of ethnicity at the University, although there are clear limitations with data provided solely on the basis of the classification of either 'white British' or 'minority ethnic'. These figures are also for responses only- given a number of respondents to equality and diversity questionnaires prefer not to provide this information. (See the Mainstreaming Equality Report).



## 7.2 Staff and race by grade 2015-16

	Minority Ethnic	Not Stated	White British	Grade Total	ME as % of total
Grade 1	0	0	4	4	0
Grade 2	3	8	147	158	1.9
Grade 3	9	10	222	241	3.7
Grade 4	14	4	174	192	7.3
Grade 5	11	6	208	225	4.9
Grade 6	36	26	406	468	7.7
Grade 7	8	2	128	138	6
Snr Mgt Grade 8	3	0	23	26	11.5
Snr Mgt Grade 9	3	3	37	43	7
Snr Mgt Grade 10	0	0	11	11	0
<b>Total(s)</b>	<b>90</b>	<b>60</b>	<b>1397</b>	1547	

## 7.3 Staff and race by grade 2016-17

	Minority Ethnic	Not Stated	White British	Grade Total	ME as % of total
Grade 1	0	0	6	6	0
Grade 2	6	6	127	139	4.3
Grade 3	8	7	213	228	3.5
Grade 4	13	5	174	192	6.8

<b>Grade 5</b>	9	10	223	242	3.7
<b>Grade 6</b>	38	25	404	467	8.1
<b>Grade 7</b>	7	3	130	140	5
<b>Snr Mgt Grade 8</b>	4	0	21	25	16
<b>Snr Mgt Grade 9</b>	3	2	30	35	8.6
<b>Snr Mgt Grade 10</b>	0	0	15	15	0
<b>Total(s)</b>	<b>90</b>	<b>58</b>	<b>1376</b>	1524	

Detailed analysis of the potential vertical segregation of minority ethnic staff is made difficult by the small total number identifying with this classification and of the difficulty non-declaration presents. However, the greatest numbers of ethnic minority staff in the University appear to be employed at grade 6 and the senior management grade 8. Fewer numbers of ethnic minority staff are employed generally at our lower grades. However, it is noted that currently no staff identifying as non-white British are employed at the most junior (1) and most senior (10) of our grades of 10, but we must consider this within the context of the data limitations alluded to previously.

Given this is the first time we have reported on occupational segregation and race, these statistics will be considered in further analysis accompanying our Equal Pay Audit in 2018, and reported to Court. Improving the diversity of our governing body and leadership committees has also been clearly articulated in our Equality Outcomes for 2017-21 and we remain committed to progress in this area. The findings will also feature in our next Mainstreaming Equality Report for 2019 and the relevant Equality Outcome will be maintained, if specific action continues to be required.

For similar reasons raised in relation to disability, there are currently no examples of the horizontal segregation of minority ethnic staff at the University. This will also be reviewed as part of the Equal Pay Audit in 2018.