



The Scottish Parliament
Pàrlamaid na h-Alba

Diversity Monitoring and Pay Gaps Report 2020

24 June 2021

Reference: SPCB(2021)Paper 36

Executive summary

1. This paper invites the Corporate Body to agree to the publication of the Diversity Monitoring and Pay Gaps Report 2020.
2. The report is attached as an annex to this paper.

Issues and Options

3. The SPCB has a legal duty to publish its data on the diversity of its workforce and the gender pay gap. Publishing the results of the data meets the requirements of the public sector equality duty of the Equality Act 2010. The report also includes data on the ethnicity and disability pay gaps. This information is used to inform our future policy decisions on meeting our commitment towards creating a diverse and inclusive workplace.

This report is normally published earlier in the year but due to the impact of Covid-19, the collection and analysis of the data was slightly postponed. This is in line with the changes to the enforcement of gender pay gap regulations.

Diversity Monitoring and Pay Gaps Report 2020 (data at 31 March 2020)

4. The Diversity Monitoring and Pay Gaps Report 2020 analyses the staff profile and pay differences of the protected groups defined under the Equality Act 2010 wherever possible. For benchmarking purposes, the report also compares our findings with data from the Scottish census and other relevant national sources.
5. The key highlights from the report include:
 - The Leadership Group (LG) met its target of '5050 by 2020' with 63% of its membership now made up of women and 37% men. In 2017, when LG first committed to 5050 by 2020, there were 64% men and 36% women represented on the Group.

The pay gap for gender and disability remains within our +/- 5% target, however the ethnicity pay gap remains significantly high at 21.3%. This is

due to the lack of Black, Asian and minority ethnic (BAME) staff in middle management and senior roles. The majority of BAME staff are represented in lower grades. For comparison, the UK the gender pay gap stood at 15.5% (ONS, 2020), the ethnicity pay gap at 5.7% (Longhi and Brynin, 2017),ⁱ and the disability pay gap at 13.6% (EHRC, 2017).

- The declaration rates for BAME staff increased from 4% to 4.8% and for LGBT staff, from 5.7% to 6%. Declaration rates for disabled staff fell from 8.6% to 7.7% and for young people from 5.6% to 4.3%. BAME and young people continue to be the main underrepresented staff groups in the Parliamentary workforce.
- The recruitment data tells us that there are an increased number of applications from BAME and LGBT people compared to the previous year. However, the number of appointments of BAME people dropped from 18.5% to 5%.

6. For 2020/21 our main priority will be to reduce the ethnicity pay gap. We must focus on the recruitment and development of BAME people in our workforce. We know it will take some time to see the progression reflected within higher grade roles. We will therefore continue to review our recruitment policies and seek feedback from our BME staff to support them in developing their careers at the Parliament.

Governance issues

7. The report must be published in line with SPCB's legal requirements. Any actions arising from the report will be reviewed through quarterly performance reports to Leadership Group. The People and Culture Office has responsibility for delivering these actions and will report to Leadership Group on a regular basis.

Resource Implications

8. There are no resource implications with the publication of this report.

Communications

9. Our internal communications will be used to make staff aware of the report.

Publication Scheme

10. This paper can be published in line with the SPCB's Publication Scheme.

Next steps

11. The next step is to publish the report and to develop an action plan to reduce the ethnicity pay gap. This is part of our wider commitment towards creating a diverse workforce which represents the communities we serve.

Decision

12. The Corporate Body is invited to:

- agree to the publication of this report.

People and Culture Office

June 2021



The Scottish Parliament
Pàrlamaid na h-Alba

Diversity Monitoring and Pay Gaps Report

Aithisg air Dearcnachadh Iomadachd
agus Beàrnan Pàighidh



2019–2020

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Introduction

The underlying goal of all our work is to make a positive difference to the lives of the people of Scotland. This means putting people at the centre of everything we do.

Improving the capability of the Parliament and ensuring it remains outward looking and in touch with all the people that it represents is at the heart of our work as a Parliamentary service.

It's vital that we always strive to provide the highest possible level of service and we can only do this by providing a positive, inclusive working environment where people are valued for the skills and experience they bring to work.

We aim to be representative of the communities we serve and deliver services which reflect the diversity of our democracy. This means making the Parliament open and accessible to people from all walks of life and backgrounds.

This is why we regularly monitor the profile of our workforce in order to assess our progress on diversity as well as to ensure compliance with our legal obligations under the Equality Act 2010 and the specific duties. We are proud of the progress made in recent years, but we know we can always do more. This report not only reflects what we have achieved, it sets the direction of where we want to focus our efforts in 2020/2021.

Ro-ràdh

Is e amas bunaiteach na h-obrach uile againn piseach a thoirt air beatha muinntir na h-Alba. Tha seo a' ciallachadh daoine a chur aig cridhe a h-uile rud a nì sinn.

Tha leasachadh comas na Pàrlamaid agus dèanamh cinnteach gu bheil i a' coimhead a-mach agus a' conaltradh ris na daoine a tha i a' riochdachadh aig cridhe ar n-obrach mar sheirbheis Phàrlamaideach.

Tha e deatamach gum bi sinn daonnan a' feuchainn ris an ìre seirbheis as àirde a thoirt seachad agus gus seo a dhèanamh, feumaidh sinn deagh àrainneachd obrach in-ghabhaltach a bhith againn a bhios a' cur luach ann an daoine mar thoradh air na sgilean agus eòlas a bheir iad dhan àite-obrach.

Tha sinn ag amas air a bhith riochdachail de na coimhearsnachdan a tha sinn a' frithealadh. Tha seo a' ciallachadh a bhith a' dèanamh cinnteach gu bheil a' Phàrlamaid nas eadar-mheasgte agus nas ruigsinneach do dhaoine bho gach raon beatha agus le gach eachdraidh.

Sin as adhbhar gum bi sinn a' cumail sùil air pròifil an luchd-obrach againn gus measadh a dhèanamh air an adhartas againn le iomadachd, a bharrachd air a bhith a' dèanamh cinnteach gu bheilear a' cumail ris na riathanasan laghail againn fo Achd na Co-ionannachd 2010 agus ris na dleastanasan sònraichte. Tha sinn moiteil às an adhartas a rinn sinn sna beagan bliadhnan a dh'fhalbh, ach tha fios againn gum feum sinn daonnan a bhith a' dèanamh barrachd. Tha an aithisg seo chan ann a-mhàin a' coimhead air na tha sinn air coileanadh, ach tha i a' mìneachadh far am bi sinn ag amas ann an 2020/2021.

Our values

Ar luachan

Our values are a central part of our working culture and are used to recruit, manage and develop our staff.

These values guide the way we work and the decisions we make. They set out what we expect of ourselves and importantly, what our communities expect of us.

Our values are;

Stewardship

Focusing on the longer term to ensure we are leaving things better than we found them and putting our shared interests ahead of any individual or team.

Inclusiveness

Understanding the big picture and seeking out alternative perspectives. Every colleague feels they are able to make a valued contribution and deliver their best work.

Excellence

Taking care to enhance our reputation in everything we do. Using our skills and resources efficiently and effectively to deliver high quality sustainable results.

Respect

Appreciating one another's differences, allowing everyone to reach their full potential without barriers and fostering the values and experiences of diversity.



Our strategy for being a diverse and inclusive workforce

Ar ro-innleachd airson a bhith nar sgioba-obrach eadar-mheasgte agus in-ghabhalach

We continually work to build and retain a diverse and inclusive workforce that is representative of the communities we serve, and which encourages everyone who works for us to reach their full potential.

Our **Diversity and Inclusion** strategy (2017-21) sets out our commitment to this:

- The Parliament attracts and develops people from the widest social backgrounds fully realising the benefits of a diverse workforce.
- We have a workforce where people are encouraged to maximise their potential and we identify and remove any barriers to success.
- We have the knowledge and expertise to make better informed decisions about the needs and experiences of all diverse groups.

We do this by:

- Using a targeted approach to ensure we attract and retain a diverse range of candidates from backgrounds that are more reflective of Scottish society
- Delivering proactive, open and honest communication and engagement which values the different views and ideas which our diverse workforce brings
- Continuing to promote equality, inclusion and diversity as fundamental principles throughout the parliamentary service, including inclusive networks and programmes that function to build and support our diverse workforce.

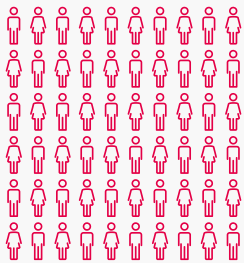
Our people Ar daoine

At 31 March 2020 there were 599 staff. This is an increase of 1.2% from the previous year. On a Full-Time Equivalent (FTE) basis there were 544 staff. In 2019 the FTE was 541 staff; the annual increase was 0.6%.

2020

599

total people



1.2%
staff increase
on previous year

544

full time equivalent

2019

592

total people



11.7%
staff increase
on previous year

541

full time equivalent

2018

530

total people



3.51%
staff increase
on previous year

488

full time equivalent

2017

512

total people



3.43%
staff increase
on previous year

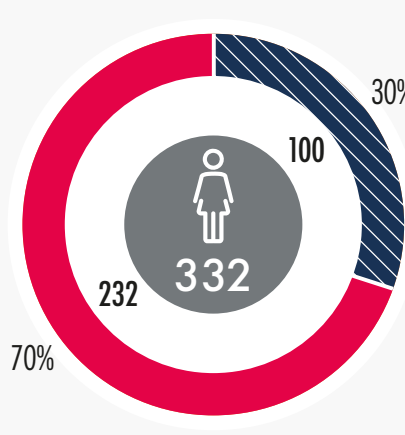
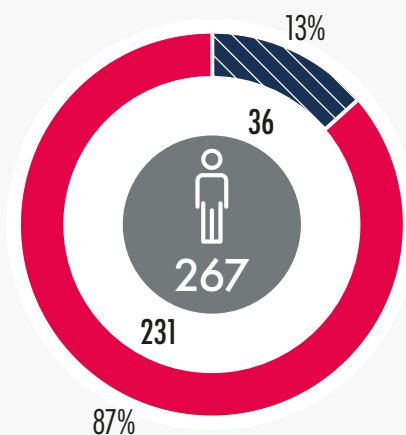
2016

495

total people



4.7%
staff increase
on previous year



Full time / Part time

There are 23% of parliament staff working part-time hours, an increase of 2% from the previous year. The number of men on part-time contracts increased by 20% from 30 in 2019 to 36 this year. The number of men on part-time contracts account for 13% of all male staff. The proportion of women working part-time contracts has increased by 1% to 30% of female staff.

Gender

2020

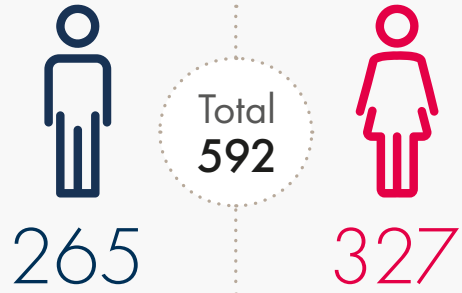


Gender split

45% male

55% female

2019



Gender split

45% male

55% female

Leadership Group (Grade 7 and above)



Gender split

37% male

63% female

Boards (Individuals with a place on a Board)

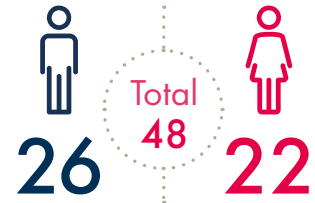


Gender split

48% male

52% female

Senior Managers (Grade 6 and above)

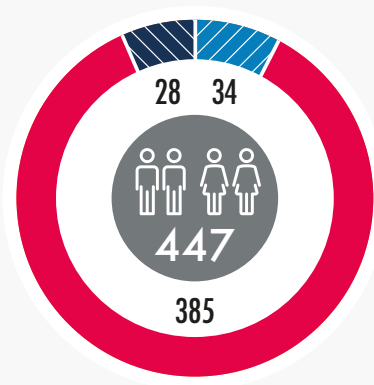


Gender split

54% male

46% female

Lesbian, Gay, Bisexual (LGB+)



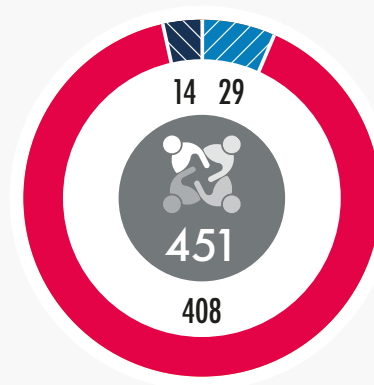
% of all Staff
(599)

LGB+
5.7%

Heterosexual/Straight
64.3%

Prefer not to say
4.7%

Black, Asian and Minority Ethnic (BAME)



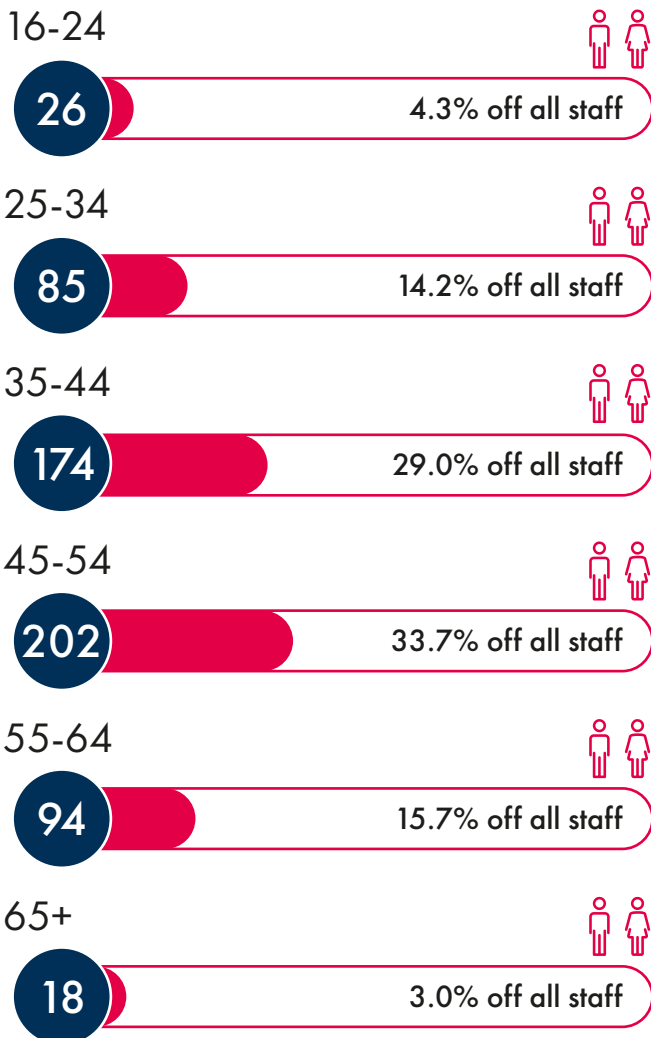
% of all Staff
(599)

BAME
4.8%

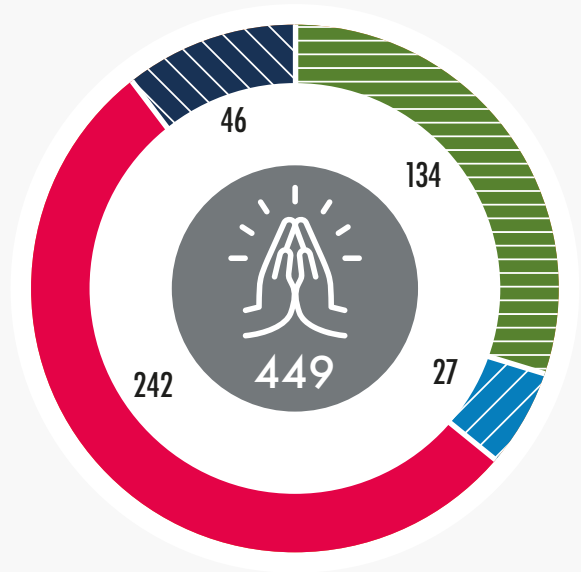
White
68.1%

Prefer not to say
2.3%

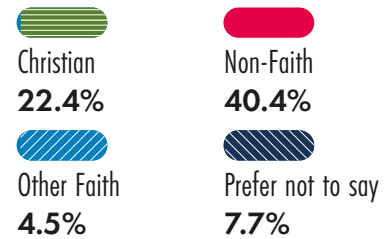
Age



Religion or Belief

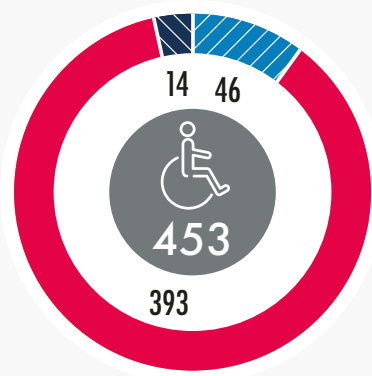
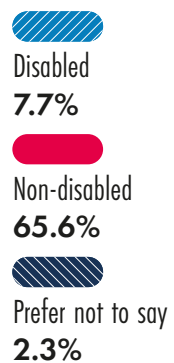


% of all Staff (599)



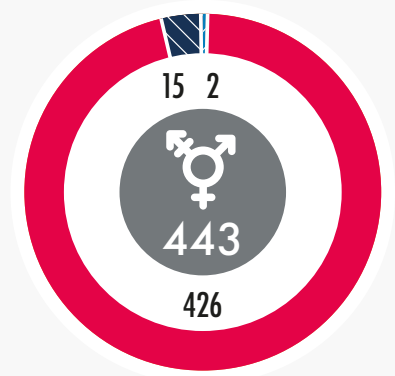
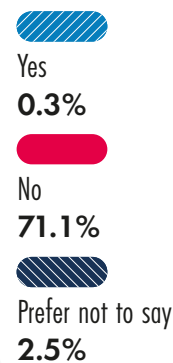
Disability

% of all Staff (599)



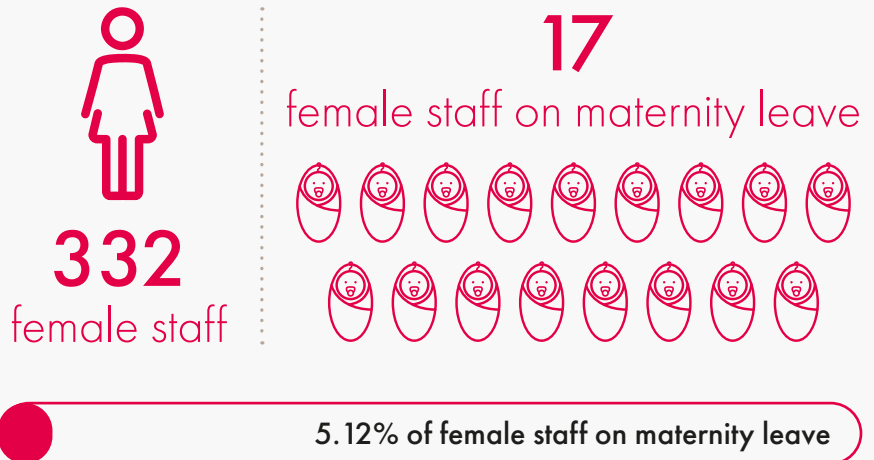
Trans

% of all Staff (599)

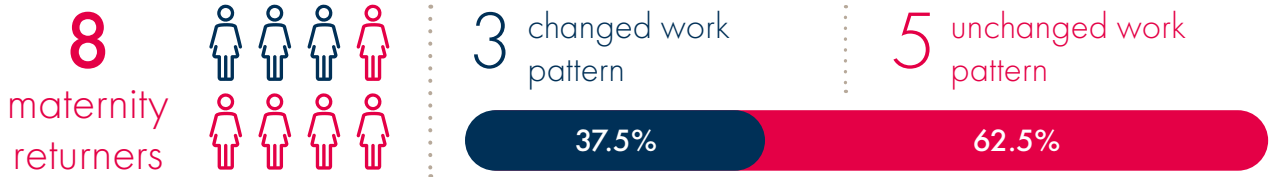


Pregnancy and Maternity

- The number of women taking maternity leave was nearly double that of the previous year (9 to 17 this year). This has meant an increase from nearly 3% of female staff to just over 5% of female staff.
- Eight women returned from maternity leave, 5 made no changes to their working pattern and 3 reduced their working hours.

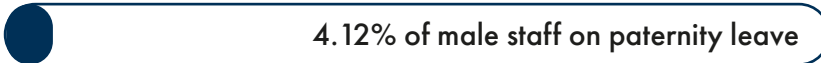


Return to work and working pattern



Paternity Leave

Men taking paternity leave increased by 83% on the previous year.



Shared Parental Leave (SPL)

Shared Parental Leave was taken up by 4 men this year, in the previous year just one man took SPL.

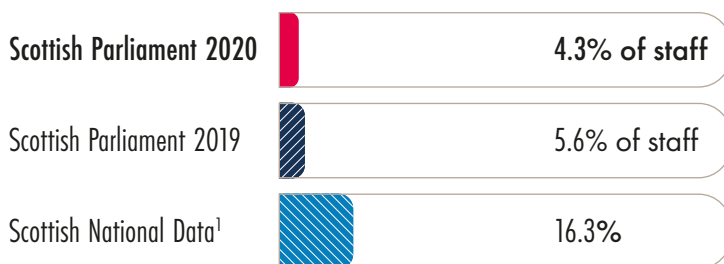


How do we compare

Ciamar a tha sinn an coimeas ri càch

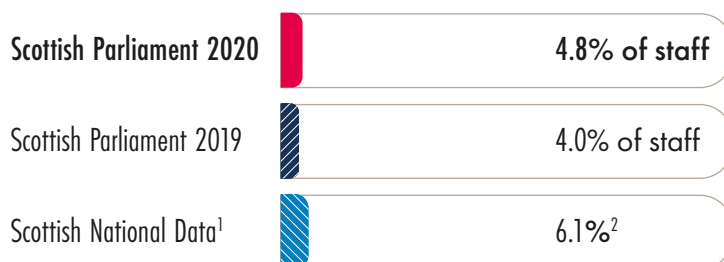
Every year we benchmark our data against the Scottish national data and the previous year's reporting to highlight where progress has been made. The information tells us:

Working Population Age (16-24 years)



The 16 to 24 age group has decreased from 5.6% to 4.3%. This can be partly explained by the increase in the number of staff in the 25 to 34 age group (from 80 people in 2019 to 85 in 2020). The median age for the whole staff group is 45 years, the same as in 2019.

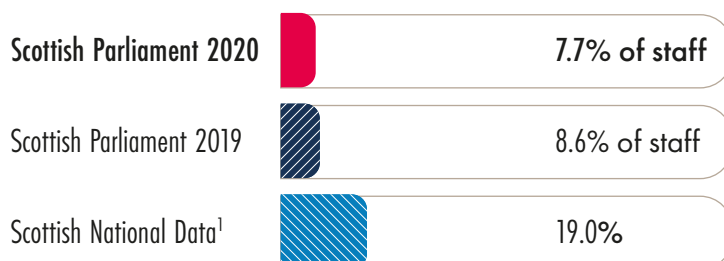
BAME



The number of staff from a BAME background has increased from 4% to 4.8%. An outreach programme targeting BAME people was carried out working with a partner organisation.

The introduction of a values-based recruitment approach has also helped us to attract a more diverse range of candidates.

Disability

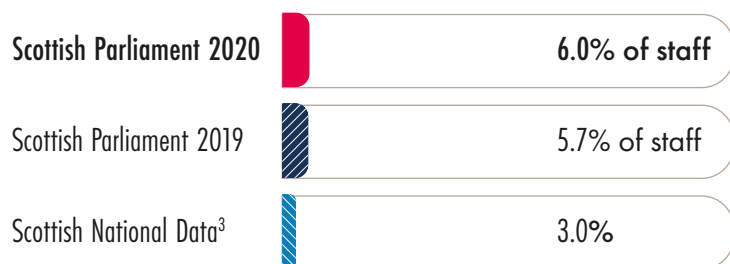


Our disabled staff group has fallen slightly; however, we continue to be a Disability Confident Leader which demonstrates a commitment to making sure we are responsive to, and supportive of, disabled people's needs.

¹ For comparative purposes we have used the [Scottish Government Equality Evidence Finder](#)

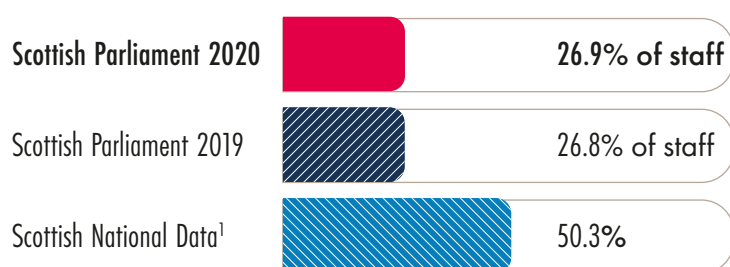
² White – Polish is included as an ethnic minority

LGBT+



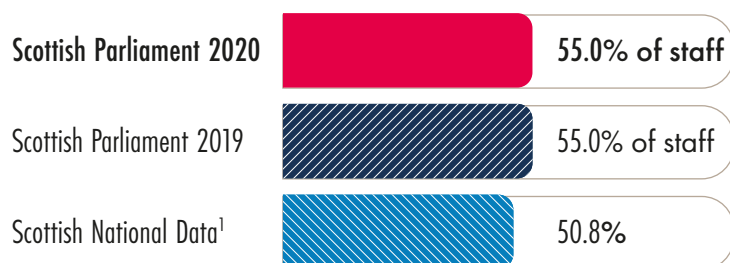
- The number of LGBT+ staff (6%) has increased slightly and is in line with Stonewall Scotland’s estimate of 5-7% LGBT+ people. The Scottish Survey Core Questions 2018 indicates that 3% of the population identify as LGBT+. The number of trans people remains under 1%.

Religion or Belief



- Over a quarter of our staff have a religious belief compared to over 50% in the Scottish population.

Gender (Women)



- Women make up more of the parliamentary service and is slightly over representative of the Scottish working age population.

³ For comparative purposes we have used the [Scottish Government Equality Evidence Finder](#)

Recruiting a diverse workforce

A' trusadh sgioba-obrach eadar-mheasgte

We want to build a workforce that reflects the diverse communities we serve. This is embedded in our recruitment practices and our commitment to continuous improvement. The Parliament has been proactive in promoting its employment opportunities working with schools, colleges and partners to promote the Parliament as a career option to disabled people, BAME people and to our young, developing workforce in Scotland. These three groups have been identified as under represented in the Parliamentary Service.

The data below helps us to review the full recruiting process and tells us who is applying, who was successful for interview and whether they were successfully appointed. This will help us to identify at what stage in the process candidates may be experiencing barriers.

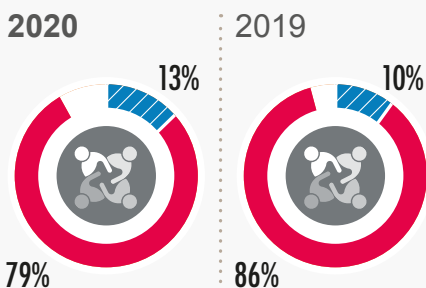
During the period, there were 55 appointments made. This is comparable to the number of posts advertised last year (54).

Overall there were 2422 applications for posts during the period.

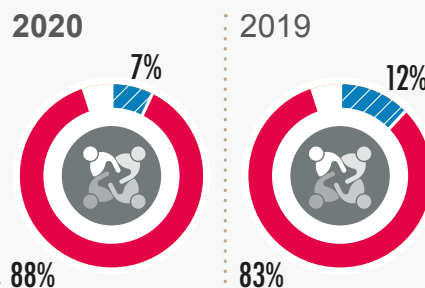
Ethnicity

BAME  White 

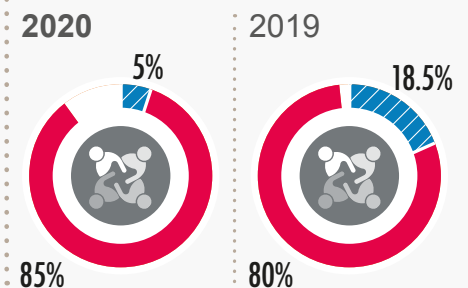
Applications



Interview



Appointments

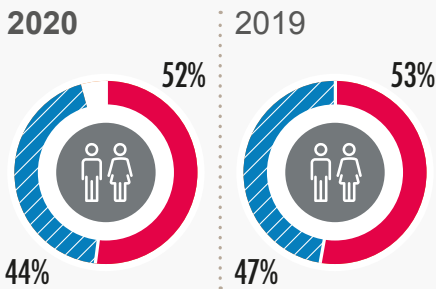


- The percentage of all applications increased to 13% from 10.2% for BAME candidates in 2020.
- Overall 5% of BAME candidates were appointed compared with 18.5% in the previous year.

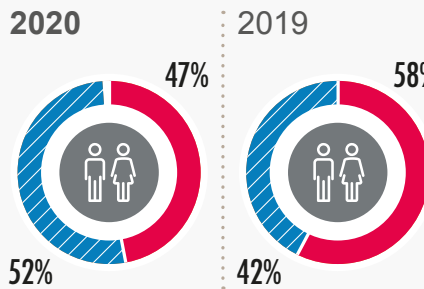
Gender

Male  Female 

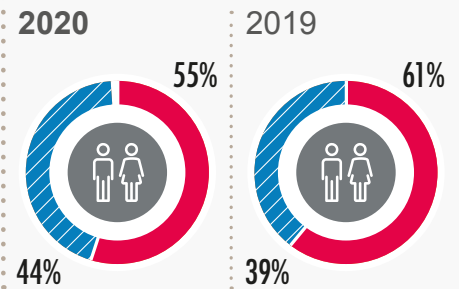
Applications



Interview



Appointments

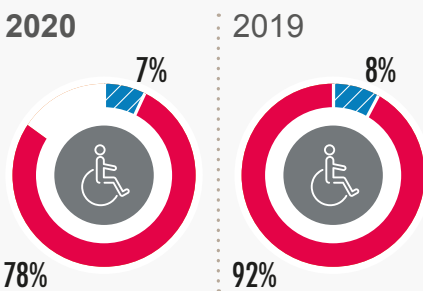


- Similar to the previous year, women continue to be more successful on appointment than men. 52% applied whereas 55% were appointed.

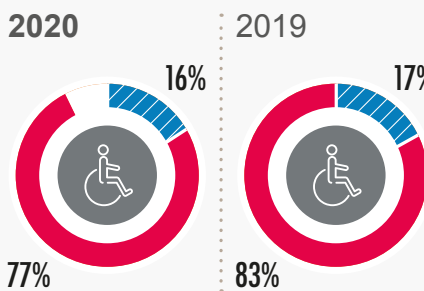
Disability

Disabled  Non-disabled 

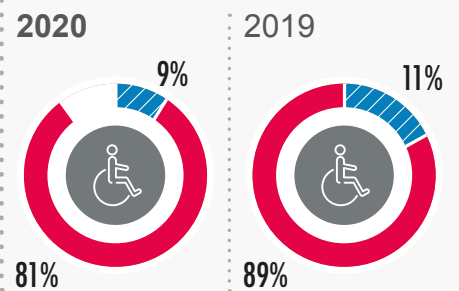
Applications



Interview





Appointments

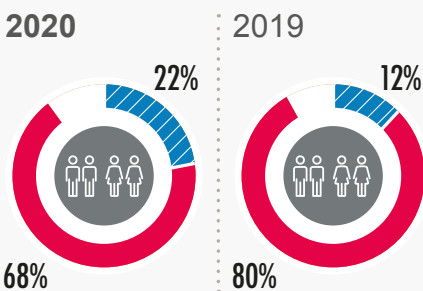


- In 2020, 7% of applications were from disabled candidates, with 9% being successful at appointment.

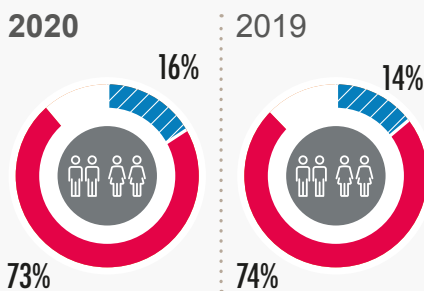
LGBT+

LGBT+  Heterosexual 

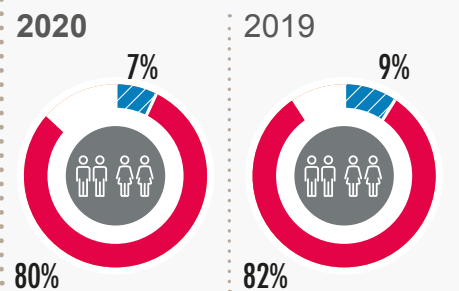
Applications



Interview



Appointments



- In 2020 compared to 2019 there was increased percentage of applications from LGBT+ candidates, from 12% to 22%. There was a 2% decrease in the percentage of appointments from 2019 to 2020.

Diversity pay gaps

Beàrnan pàighidh iomadachd

We continue to report on diversity pay gaps beyond what the legislation requires us to do. This year we have continued with our commitment to review the diversity pay gaps for gender, ethnicity and disability. This will help us to identify any areas for improvement and where we need to be closing the gap.

Method of Calculation

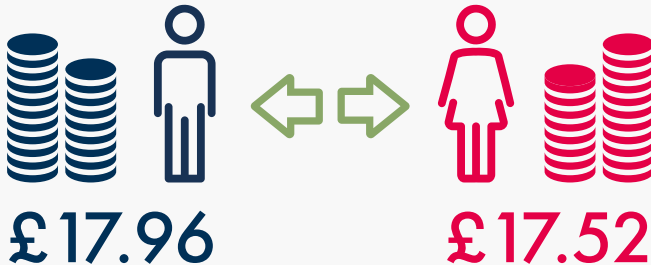
For the measures in this report the median and mean hourly rates of pay were calculated. The median pay is the middle point of the population and the mean pay, the arithmetic average of a population.

Quartiles - This measures the proportion of males and females in each quartile when divided into four groups ordered from lowest to highest pay. This demonstrates whether there is an overrepresentation of one gender within lower or higher paid jobs.

Gender Pay Gap (GPG)

Median and Mean gender pay gap in hourly pay (for all staff)

Median



Difference £0.44 2.4%

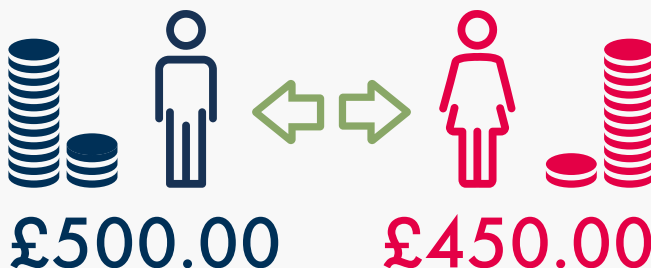
Mean



Difference £1.11 5.3%

Median and Mean bonus gender pay gap

Median



Difference £50.00 10.0%

Mean



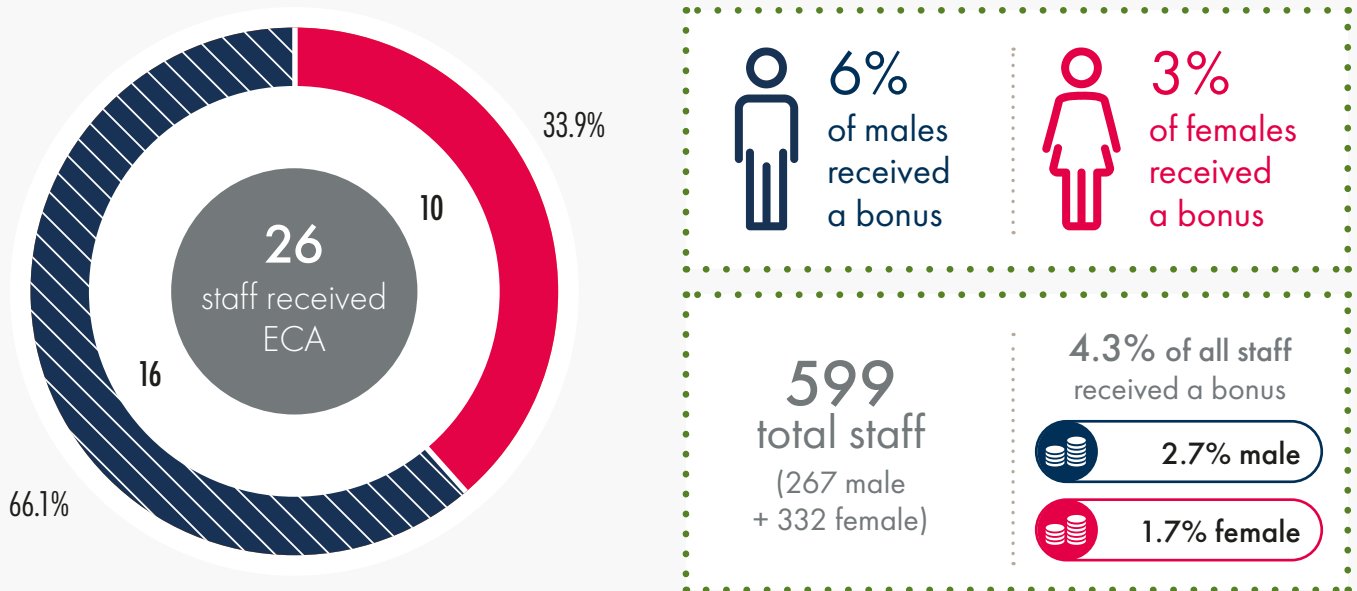
Difference £140.00 18.0%

This year the median gender pay gap has increased to 2.4% from 0.9% in the previous year. This is within the Parliament’s target threshold of +/- 5%.

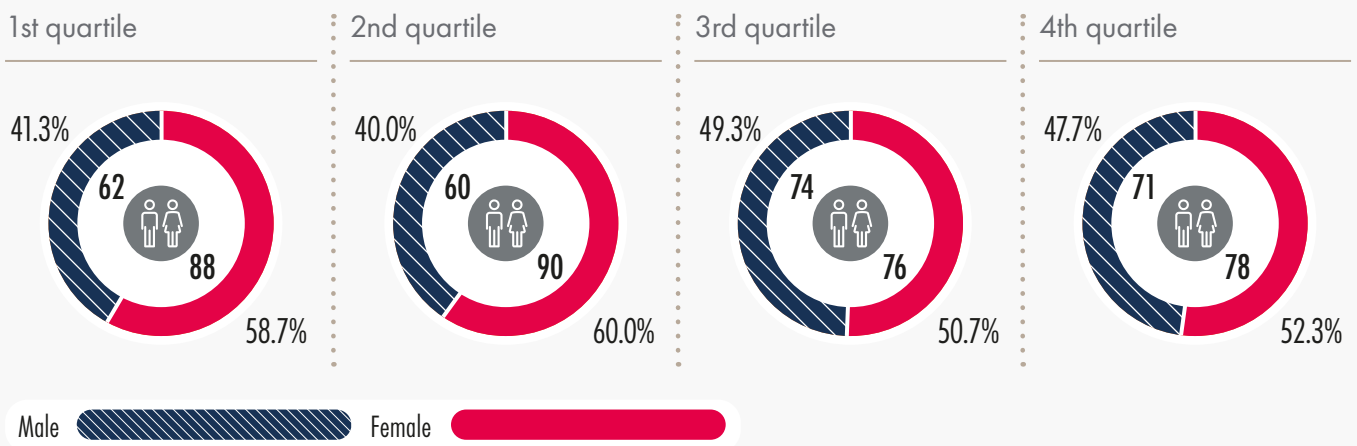
Small awards for particularly demanding tasks are made using the Exceptional Contribution Scheme. In the reporting year 4.3% of staff received an award which is less than 2019 at 7%. A greater percentage of awards were paid to males, 66.1% compared to 33.9% females

The quartiles show that women are overrepresented within lower and higher paid jobs and this is attributable to a higher number of women in the workforce. This year the fourth quartile showed that men and women are equally represented, a significant change from previous years where women were less represented than men.

Proportion of males and females receiving a bonus payment



Proportion of males and females in each pay quartile

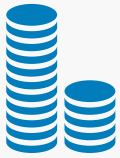


Ethnicity Pay Gap

Median and Mean ethnicity pay gap in hourly pay (for all staff)

Median

BAME



£14.13

WHITE



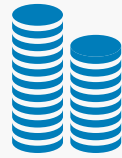
£17.96

Difference

£3.83 21.3%

Mean

BAME



£17.57

WHITE



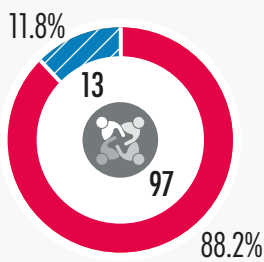
£20.99

Difference

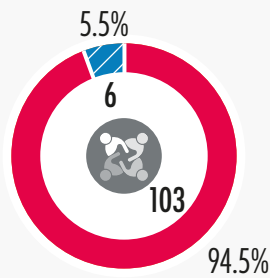
£3.32 15.8%

Ethnicity and pay quartiles

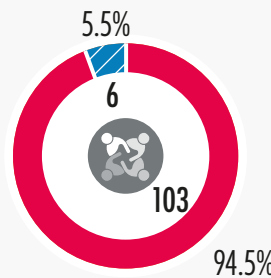
1st quartile



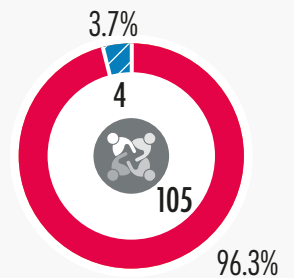
2nd quartile



3rd quartile



4th quartile



BAME White

This year the median pay gap is 21.3%, from 21.6% in 2019.

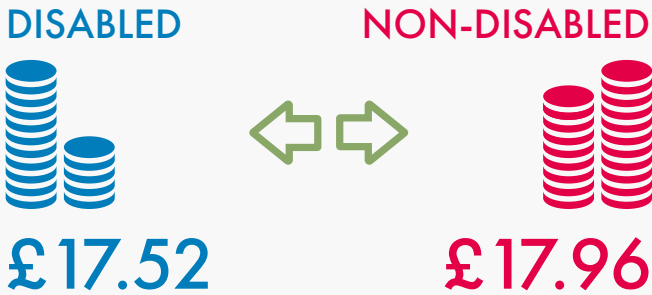
The quartiles show that BAME staff are mainly represented in the lower grades. As the quartiles increase, this drop to 3.7%

when it reaches the highest grades which could contribute to the pay gap figure. This can be explained by the increased number of BAME people joining the Parliament through a targeted approach to our Apprenticeship Scheme aimed at aged 16-24 years.

Disability Pay Gap

Median and Mean disability pay gap in hourly pay (for all staff)

Median



Difference

£0.44 2.4%

Mean

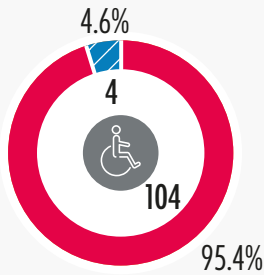


Difference

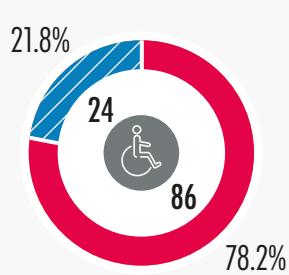
£1.57 7.5%

Disability and pay quartiles

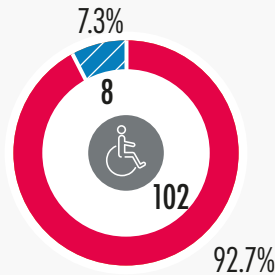
1st quartile



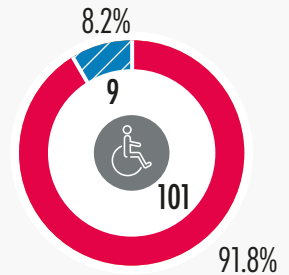
2nd quartile



3rd quartile



4th quartile



Disabled Non-disabled

This year the median pay gap is 2.4% which is line with the pay gap for all staff. In 2019 the median pay gap was 0.9%.

Disabled staff are mainly represented in the second quartile which represents senior administration posts. They drop to 8.2% at the highest quartile.

Our approach to collecting the data

Mar a bhios sinn a' tionail dàta

To ensure our policies and working practices are meeting our aims for an inclusive workplace and a diverse workforce we collect this data for analysis.

The data used in this report to analyse our pay gaps and staff diversity was collected at 31 March 2020. The recruitment data is for the period 1 April 2019 to 31 March 2020.

The data was collected from HR management systems. We have an on-going action to further increase the number of staff who self-identify their diversity characteristics in the system.

This report aims to comply with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 and Schedule 1 to the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017⁴. In particular, it responds to:

- the duty to gather and use employee information
- the duty to publish gender pay gap information.

We take an inclusive approach to how we collect the data, aligned to our values rooted in respect and inclusion. This means that our definition of minority ethnic includes Polish and Gypsy Travellers unlike the Census grouping which includes only Black, Asian, Mixed and other ethnic. We also use language that represents how our staff describe themselves such as BAME (Black, Asian and minority ethnic) and LGBT+ (lesbian, gay, bisexual, Trans, +).

4 <https://www.legislation.gov.uk/ukdsi/2017/9780111153277/contents>

Our commitment for 2020/21

Ar gealladh airson 2020/21

This year, we are proud of the progress made to improving the workforce diversity. The pay gap for gender and disability remains within our +/- 5% target; our Leadership Group met its target of 5050 by 2020; there continues to be a near equal representation of men and women in the upper quartile of our pay grades, representing Grade 5 and above.

There has been an increase in staff members making self-declarations on their ethnicity and LGBT+ status. This could be an indicator of people's sense of working in an inclusive environment where they feel comfortable to be themselves at work.

However, we are also very aware that we still have a challenge ahead of us and know that there is more to do. The applications from diverse groups may be increasing however, some groups continue to be significantly underrepresented at different levels in the organisation. This is why we must continue with our targeted outreach and embed diversity into our recruitment practices using a values based approach.

Looking inwards, the ethnicity pay gap remains significantly high at 21.3%. BAME people have joined us through the Apprenticeship Programme but we still lack BAME people in senior roles. To this end, our aim is to develop and nurture talent by developing our existing BAME staff to reach their full potential in 2021.

Our actions for 2020/21

Continue with a targeted approach to recruitment including working with external partners and stakeholders to help us engage with our underrepresented groups.

Continue to embed diversity into the Parliament's recruitment practices using our values and behaviours to recruit people.

Develop an emerging leaders programme for BAME people to enhance their careers in the Parliament.

APPENDIX – Recruitment

PÀIPEAR-TAICE – Trusadh

Gender

	Application	% apps	Interview	% apps	Success rate	Offer	% apps	Success rate
Male	1076	44%	128	52%	12%	24	44%	2.2%
Female	1268	52%	114	47%	9%	30	55%	2.4%
Prefer not to say	36	1%	1	0%	3%	0	0%	0.0%
In another way	7	0%	0	0%	0%	0	0%	0.0%
Not indicated	35	1%	1	0%	3%	1	2%	2.9%
Totals	2422		244			55		

LGB+

	Application	% apps	Interview	% apps	Success rate	Offer	% apps	Success rate
Heterosexual	1646	68%	177	73%	11%	44	80%	2.7%
LGB+	532	22%	39	16%	7%	4	7%	0.8%
Prefer not to say	204	8%	27	11%	13%	6	11%	2.9%
Not indicated	40	2%	1	0%	3%	1	2%	2.5%
Totals	2422		244			55		

Disability

	Application	% apps	Interview	% apps	Success rate	Offer	% apps	Success rate
Yes	181	7%	40	16%	22%	5	9%	2.8%
No	1901	78%	189	77%	10%	45	82%	2.4%
Prefer not to say	34	1%	2	1%	6%	0	0%	0.0%
Not indicated	306	13%	13	5%	4%	5	9%	1.6%
Totals	2422		244			55		

Ethnicity

	Application	% apps	Interview	% apps	Success rate	Offer	% apps	Success rate
BAME	326	13%	17	7%	5%	3	5%	0.9%
White	1912	79%	214	88%	11%	47	85%	2.5%
Prefer not to say	58	2%	2	1%	3%	0	0%	0.0%
Not indicated	126	5%	11	5%	9%	5	9%	4.0%
Totals	2422		244			55		

Public Information

Fiosrachadh a' Phobaill



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Gus faighinn a-mach mar a bhios sinn a' làimhseachadh an fhiosrachaidh agad, faic:

parliament.scot/dataprotection

