

## **Scottish Courts and Tribunals Service**

### **Gender Pay Gap Report 2018**

**Publishing date: 29 March 2019**

#### **1. Introduction**

The Gender Pay Gap (GPG) is a measure of the difference between women and men's average earnings across an organisation. The Scottish Courts and Tribunals Service (SCTS) is required by law to publish an annual GPG report and this is the second year that SCTS has reported on their gender pay gap. A report is published each March.

The GPG data supplied is correct for all SCTS staff in post on 31 March 2018 (the snapshot date for the purpose of GPG reporting). The calculations are based on standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Each metric is presented as a percentage figure and shows how large the pay gap is between female and male employees in SCTS. The metrics set out in the Regulations, relevant to SCTS, are:

- the difference in the mean hourly rate of pay between female and male full pay relevant employees;
- the difference in the median hourly rate of pay between female and male full pay relevant employees;
- the proportions of female and male full pay relevant employees in each of the four quartile pay bands.

Gender pay is different to equal pay, which is a legislative act to prevent pay discrimination between female and male employees performing the same or similar work. SCTS is fully compliant with equal pay legislation and publishes an Equal Pay Statement every 4 years.

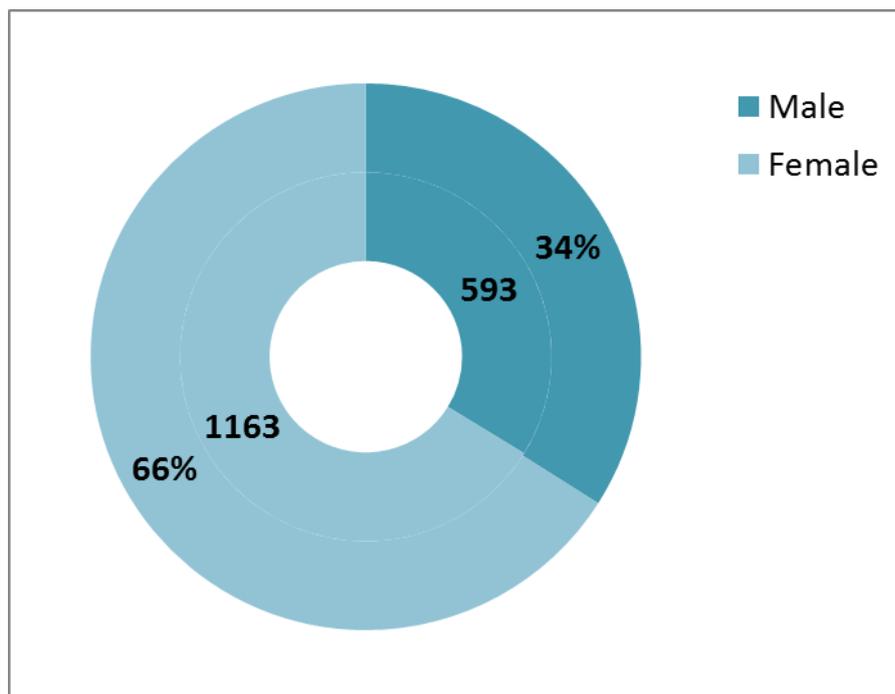
#### **2. SCTS Workforce**

The number of SCTS staff in post on 31 March 2018 was 1756. 66% were female and 34% were male (see Figure A).

Of the 1756 staff in post, 48 individuals were excluded from the calculations in line with official guidance as these employees would not reflect a true hourly rate as part of the gender pay gap analysis. The exclusions were:

- 13 individuals who were employed on a fee basis
- 27 individuals who were excluded due to sickness, maternity and/or due to part month calculations for New Starts and Leavers
- 8 individuals were not on the officially published SCTS pay scales - 6 are covered by TUPE regulations and 2 are on Scottish Government terms and conditions.

**Figure A - Total full time relevant employees 1756**



### **3. SCTS Gender Pay Results - Mean and Median Pay**

Mean pay is defined as the sum of all values divided by the number of relevant employees. The mean pay gap is the difference between average hourly earnings of female and male staff. The average hourly rate for a female was £12.58. For a male, the rate was £12.94. SCTS has a **Mean** gender pay gap of 2.8% (Figure B).

Median is defined as the middle value in the list of amounts when in ascending order. The median pay gap is the difference between the midpoints in the ranges of hourly earnings of female and male staff. The median information for both female and male staff was £10.68, resulting in a 0% difference. SCTS has a **Median** gender pay gap of 0% (Figure B).

SCTS does not award bonus payments therefore we are not able to report a bonus gender pay gap as defined in the Regulations.

**Figure B – Mean & Median Hourly Pay Gap**

<b>Gender</b>	<b>Mean Hourly Pay</b>	<b>Median Hourly Pay</b>
Female	£12.58	£10.68
Male	£12.94	£10.68
Percentage (Female Lower Pay)	2.8%	0.0%

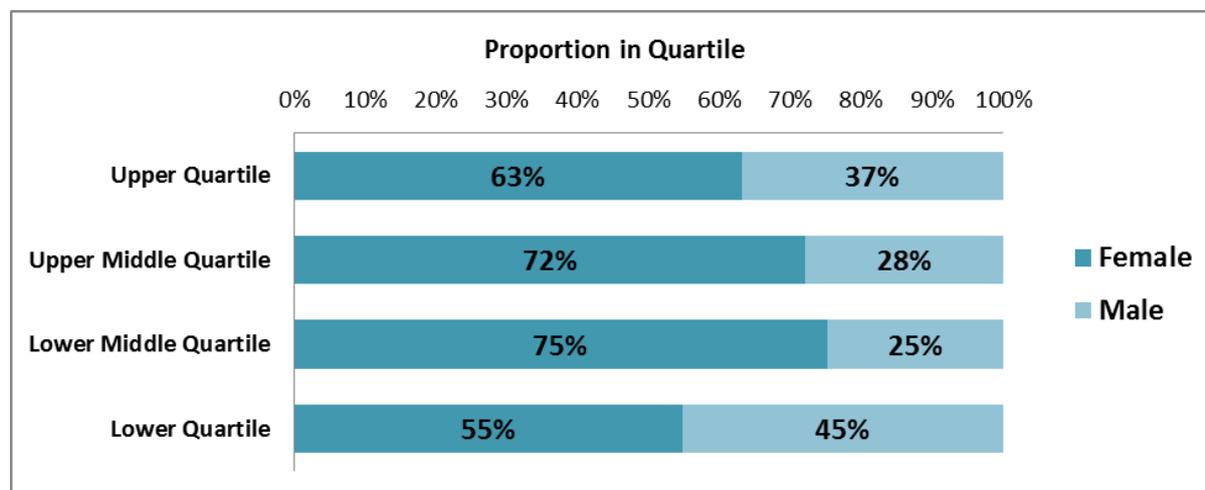
#### **4. SCTS Pay Quartiles**

Quartile pay bands are achieved by dividing the SCTS workforce into four equal parts (see Figure C), sorting the hourly rates by lowest rate to highest rate and recording the number of female and male staff in each quartile as a percentage figure (see Figure D). The percentages of females and males in each quartile illustrate the ratio of females to males according to their hourly rate of pay.

**Figure C - Number of Females and Males in Pay Quartiles**

<b>Gender Split</b>	<b>Lower Quartile</b>	<b>Lower Middle Quartile</b>	<b>Upper Middle Quartile</b>	<b>Upper Quartile</b>	<b>TOTAL</b>
Female	234	321	308	270	1133
Male	193	106	119	157	575
Total	427	427	427	427	1708

**Figure D - Percentage of Females and Males in Pay Quartiles**



**5. Comparison between Year 1 (2017) and Year 2 (2018)**

SCTS' headcount increased slightly during 2017/18 by 66. There has been no change to the proportion of female and male staff and the median remains 0%. The mean gender pay gap has reduced from 3.9% to 2.8% (Figure E) indicating that SCTS is closing the gap.

**Figure E – Comparative figures between Year 1 and Year 2**

	Year 1 (March 2017)	Year 2 (March 2018)	Difference between Year 2 and Year 1 percentages (percentage points)
<b>Mean</b>	<b>3.9%</b>	<b>2.8%</b>	<b>-1.1</b>
<b>Median</b>	<b>0%</b>	<b>0%</b>	<b>n/a</b>
<b>Upper Quartile</b>	<b>Female: 59%</b> <b>Male: 41%</b>	<b>Female: 63%</b> <b>Male: 37%</b>	<b>+4</b> <b>-4</b>
<b>Upper Middle Quartile</b>	<b>Female: 75%</b> <b>Male: 25%</b>	<b>Female: 72%</b> <b>Male: 28%</b>	<b>-3</b> <b>-3</b>
<b>Lower Middle Quartile</b>	<b>Female: 76%</b> <b>Male: 24%</b>	<b>Female: 75%</b> <b>Male: 25%</b>	<b>-1</b> <b>+1</b>
<b>Lower Quartile</b>	<b>Female: 54%</b> <b>Male: 46%</b>	<b>Female: 55%</b> <b>Male: 45%</b>	<b>+1</b> <b>-1</b>

## **6. Understanding the SCTS Gender Pay Gap**

SCTS is pleased to be able to report there is no median gender pay gap and a very low percentage mean gender pay gap. SCTS has demonstrated a commitment to ensuring that a low gender pay gap is maintained by reducing the gap between March 2017 and March 2018 by 1.1 percentage points.

SCTS provides all employees with choices so that a better balance between work and home life can be achieved. SCTS has a number of provisions which contribute positively to the culture of equality, inclusion and diversity and to a reduction in the gender pay gap. SCTS continues to monitor the impact that current measures have which include:

- Recruitment initiatives including diverse selection panels, structured interviews and standardised marking criteria; online tests for entry level jobs and the option for skill-based assessments for posts at other grades
- Flexible working arrangements
- Enhanced parental leave and shared parental pay at the same level as enhanced maternity pay
- Transparency in pay and reward processes
- Scottish living wage employer accreditation
- A job evaluation scheme
- Carers group
- Equality Advisory Group; diversity support networks and resources
- Wellbeing initiatives and support
- PCS Union partnership working

The SCTS also recognises the importance of achieving equal pay for employees carrying out equal work and that we should operate a pay system which is transparent, based on objective criteria and free from unfair bias on any grounds, including sex, race or disability. This is a fundamental principle which is central to SCTS policy on equality and diversity and pay related policies and practices.

In order to achieve equal pay, the SCTS is committed to ensuring that we:

- maintain the JEGS job evaluation system which provides a systematic role analysis scheme which incorporates the principles of equal pay;

- carry out regular monitoring of the impact of pay policies and practices and take appropriate remedial action to resolve issues identified;
- provide guidance for managers involved in decisions about recruitment, pay, benefits and promotions;
- work in partnership with trade union representatives to ensure equality in pay and benefits;
- investigate and respond promptly to any complaints in relation to equal pay.

## **7. Declaration**

I, Eric McQueen, Chief Executive, Scottish Courts and Tribunals Service, confirm that the information in this statement has been calculated according to the requirements of The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 and is accurate.



29 March 2019