

# Equality & Diversity Employment Monitoring & Analysis Report 31 March 2020



SCOTTISH POLICE  
AUTHORITY

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## 1. Introduction

The Equality and Diversity Monitoring and Analysis Report is a collection of SPA data as at 31 March 2020.

The Scottish Police Authority (SPA) is a non-departmental public body with over 600 staff members based across various locations in Scotland.

We aim to build a workforce which reflects the society we serve, and to create an inclusive culture which values and respects diversity. Each year we publish a summary of the employment monitoring data we have collated and considered in our equality and diversity workforce reports. This publication continues our reporting process which supplements the key insights included within the SPA Equality and Diversity Mainstreaming and Outcomes Progress reports and can be found on the [SPA website](#).

Through our workforce diversity monitoring, we continue to demonstrate our commitment to understanding, valuing and incorporating differences to ensure a workplace that is fair, equitable and inclusive for all. Our longer term aim is to develop and improve our approach to analysing and reporting equality and diversity employment data as we move forward. For the first time, a specific Equality Outcome has been included in our refreshed [Equality Outcomes 2021-23](#) and reflects the journey we are on in partnership with Police Scotland. As part of this journey we will be working with Police Scotland to undertake and further develop our understanding of the insights our data provides. This in turn will assist us to make well informed data led decisions across the organisation.

### 1.1 Background

As a public body, SPA has a specific duty to publish relevant information to demonstrate our compliance with the Public Sector Equality Duty (PSED), part of the Equality Act 2010.

We publish information relating to our recruitment practices and information about employees who share protected characteristics in order to demonstrate our commitment to developing an inclusive workplace and our legal responsibilities against the three aims of the general equality duty, to give due regard to the need to:

- Eliminate unlawful discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

### 1.2 Scope

This report focuses on employees who work directly for the SPA (i.e. SPA Corporate and SPA Forensics). As at 31 March 2020, 605 individuals (headcount) were employed by the SPA, an increase of 42 employees compared to the same date in 2019. These 605 employees are spread across SPA Corporate and SPA Forensics - both playing a key supportive role in maintaining and improving policing in Scotland.

Where relevant and available, external benchmarks have been drawn from relevant sources, including the National Records of Scotland (2017) based on data from the last Scottish Census in

2011. These external benchmarks were based on the proportion of residents from protected characteristics within the total population, as opposed to within employment. Where relevant and appropriate, comparisons have been drawn from Police Scotland data.

### 1.3 Declaration

We encourage our employees to voluntarily and confidentially provide information in relation to their: sexual orientation; marital status; religion or belief; disability; and ethnicity. Having robust data is vital in measuring progress on equality and to ensure that we can accurately assess the impact of our policies and practices on those with protected characteristics.

We recognise that across each characteristic some individuals choose not to disclose their information. We will continue to encourage an increase in disclosure rates by providing a safe and supportive environment for our staff and being clear how this information will be used. This will allow further improvement in the quality and validity of our data in future reports and to understand more about the experiences of our staff at work, particularly in relation to the protected characteristics of ethnicity, disability and sexual orientation.

### 1.4 Interpreting the Data

Please note the following when interpreting the data presented in this report:

- Information is published in accordance with GDPR and the Data Protection Act 2018 and so does not identify individuals
- Low numbers of staff within any characteristic group have been combined to protect anonymity
- For some characteristics this report is based on relatively small data sets which makes robust analysis challenging
- We acknowledge the existence of gaps within our data and are committed to a journey of further development of available data for future reports
- When referencing numbers/percentages, this relates to the number/percentage that have disclosed their protected characteristic information and may not represent the full number/percentage within a protected characteristic group given that a proportion of SPA staff have not disclosed this information.

### 1.5 Methodology

Equality and diversity monitoring is carried out for all employment activity within SPA. The data presented within this report highlights how we look in terms of our overall workforce, as well as a breakdown by protected characteristic of staff who have joined the organisation, those who have left the organisation and details of career development over the reporting period.

## 2. Overall Workforce

Our data highlights that the workforce as a whole are predominantly **female** (68%). There is however a disproportionately higher representation of women in the lower salary grades, particularly from Grade 2 to Grade 6. There are also more male staff at the higher salary levels from Grade 11 to our Senior Management roles.

In line with previous reporting, the largest **ethnic group** within the SPA is White Scottish (76%). BME staff represent just 2% of our workforce overall, showing there is an under representation in comparison with the general population of Scotland. In comparison to 35% of all staff at Grade 8 or above, our data shows a higher representation of BME employees at Grade 8 or above (42%).

The **age** demographic of the workforce has remained relatively unchanged over the past few years of equality monitoring. Based on the figures detailed in this report, there is an under representation of young people with only 24% of the workforce between the ages of 16 and 34. However, this figure is slightly higher than the age profile of police staff working within Police Scotland where 19% are between the same age group.

Staff declaring a **disability** make up 5% of our workforce. Although this disability profile is an increase on our previously published figures (3% in 2019), it continues to be very low in terms of the Scottish Government's figures reporting that 32% of the adult population in Scotland had a long-term limiting mental or physical health condition or disability in 2017.

At least six **religions or beliefs** are represented within the SPA, the largest group being those who are Christian which is consistent with previous reports. 52% of staff have disclosed they have no religious beliefs.

The workforce profile includes 5% of staff who have confirmed they identify as **Lesbian, Gay or Bisexual** (LGB). The Scottish Census (2011) shows that the percentage of LGB individuals is 2.2% of the population.

In relation to occupational segregation, pay data presented within this report, there is evidence of some pay gaps caused by disproportionate representation at lower grades (i.e. sex and disability).

Positively, disclosure rates across the characteristics reported are high, and as an organisation we have a more diverse workforce than in the past.

### 2.1 Looking Forward

We acknowledge the data gaps which exist within this report and are committed to resolving this for future reporting in partnership with Police Scotland. Building on our progress to date, reflecting on the data within this report and with a view to the future, the key focus of our work going forward will be:

- Identifying and seeking to address any barriers of access to more senior roles for females
- Understanding and seeking to address any barriers to recruitment and retention in relation to BME, disability, LGBTI and younger people
- The continued development of an inclusive workplace where more individuals feel comfortable in confidentially disclosing their protected characteristics
- Improving the availability of disaggregated staff information

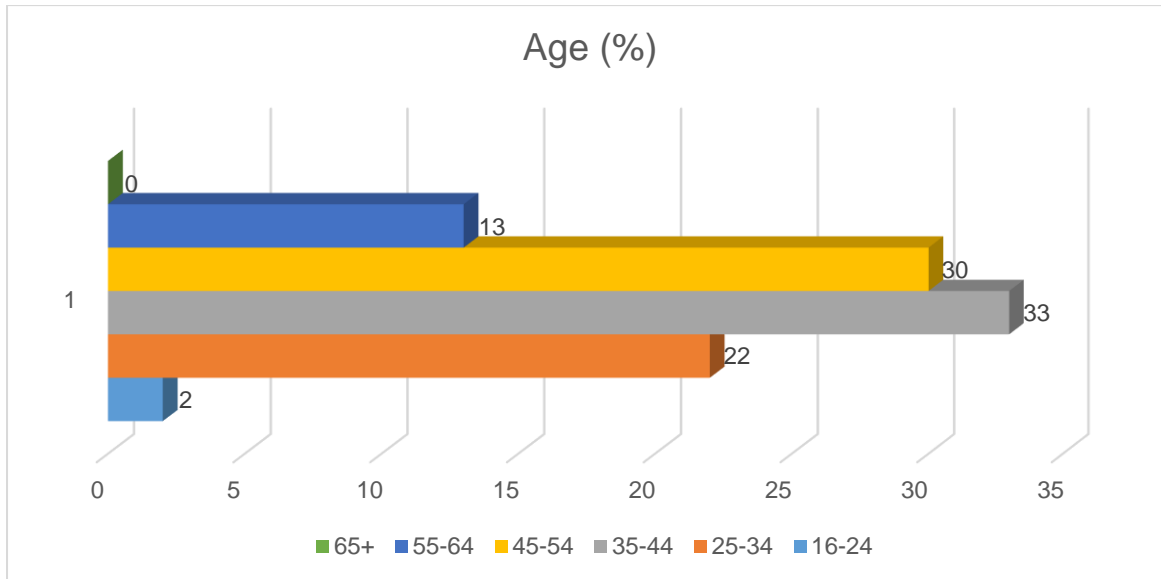
- Exploring and addressing identified pay gaps.

### 3. Workforce Profile

The data contained within this section provides a breakdown of the SPA workforce according to the nine protected characteristics as defined within the [Equality Act 2010](#).

#### 3.1 Workforce Profile by Age

The graph below shows the age demographic for our workforce and, as the data demonstrates, staff aged between 35 and 44 make up the largest percentage.



The proportion of young people employed by the SPA is low. A large percentage of the work carried out by SPA, specifically SPA Forensics, requires the workforce to be professionally qualified, therefore an under representation of young people in these roles is inevitable. SPA Corporate have recently participated in the Modern Apprenticeship Scheme and SPA Forensics are currently considering this in order to address lower representation of the younger workforce.

A majority of our staff (33%) are aged between 35 and 44. The changing economic climate combined with an aging population means that it is likely that the age profile of our workforce will gradually change over the coming years with employees working for longer. At present 13% of our workforce are over the age of 55, an increase of 1% from last year.

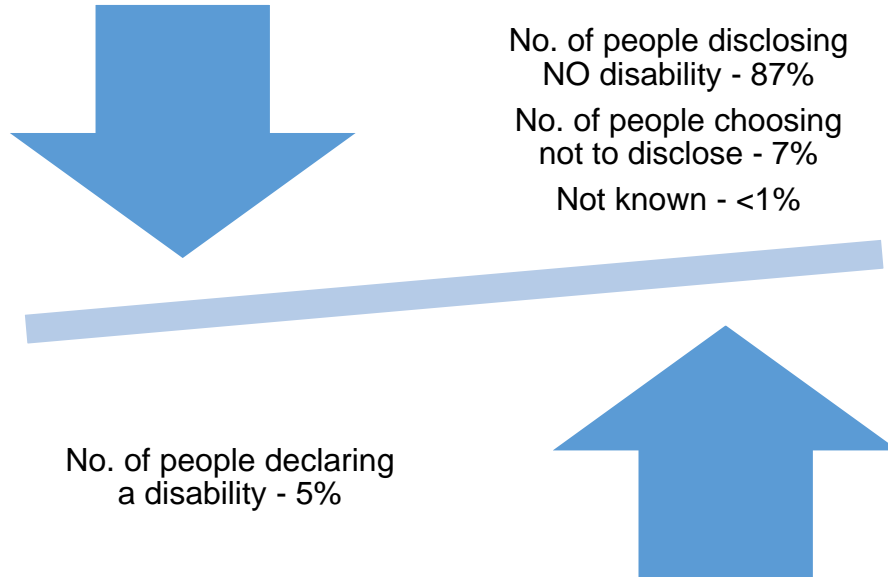
We believe that employing and retaining an age-diverse workforce has real business benefits, and are committed to enabling employees to continue working beyond the previous retirement age of 65. There are a range of options available when staff reach pension age, including flexible retirement.

Although there have been minor changes in the age profile of our staff in recent years, analysis of our staff data from 2014 onwards shows no meaningful change over this period. As mentioned previously, given that data from the last Scottish Census was based on the population as a whole and not those in employment, there are no meaningful comparisons to be drawn from this either in terms of age.

### 3.2 Workforce Profile by Declared Disability

Section 6(1) of the Equality Act 2010 states that a person has a disability if:

- a. That person has a physical or mental impairment
- b. The impairment has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.



Although an increase on figures reported in previous years, this data does potentially reveal an under-representation of people with disabilities relative to the wider workforce.

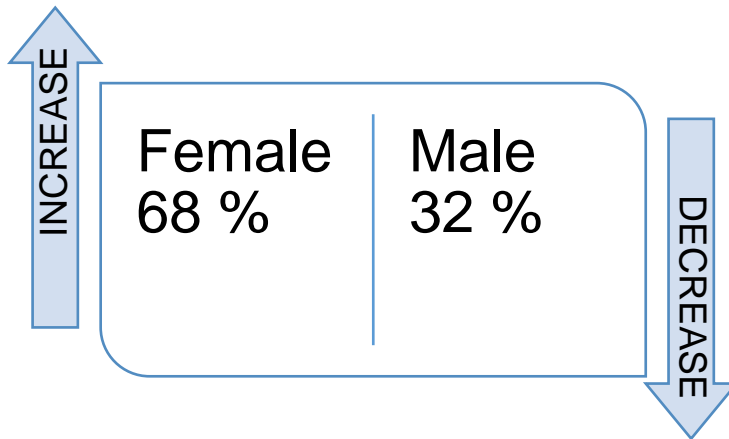
Further consideration is required in order to understand whether or not the low levels of disability disclosure are an accurate reflection of our workforce or if staff with a disability are choosing not to disclose this. Either way, this potential under representation of disability is a concern to the organisation for a number of reasons. It could indicate that we are not offering equality of opportunity to people with disabilities, or that staff have concerns over the implications for them of disclosing a disability. Further analysis will also take place to identify any potential structural barriers in place that may impact differentially on staff with a disability (e.g. absence management policies or pressure on workloads/services).

We are committed to supporting staff with disabilities and staff who require support in managing the impact of a long term condition. This is delivered through partnership working between Police Scotland's People and Development Function, our line managers and our employees.

There are also a number of measures in place to support all staff including occupational health and an employee assistance programme.

Analysis of our staff data from 2014 onwards shows no significant or meaningful changes in the disability status of our staff apart from the increase in our current overall disability profile as highlighted previously. There are no meaningful comparisons to be drawn from the last Scottish Census data either in terms of disability.

### 3.3 Workforce Profile by Sex



The total number of staff employed by the Authority is 605. This is made up of 409 females (68%) and 196 males (32%). The gender split of the workforce remains relatively consistent with previous years, with the proportion of females increasing and the proportion of males decreasing steadily over the past years reported.

Figures from the Office for National Statistics (ONS) indicate that there is a slightly larger female population – 51% to 49%, both nationally and regionally. Whilst it is positive that women are strongly represented in the SPA workforce, this can also lead to issues around gender inequality: horizontal occupational segregation; vertical occupational segregation and challenges facing women in relation to caring responsibilities.

Based on the data within this report, there is vertical segregation within SPA with women concentrated within particular grades, most notably within grades 2 and 6.

### 3.4 Workforce Profile by Gender Reassignment

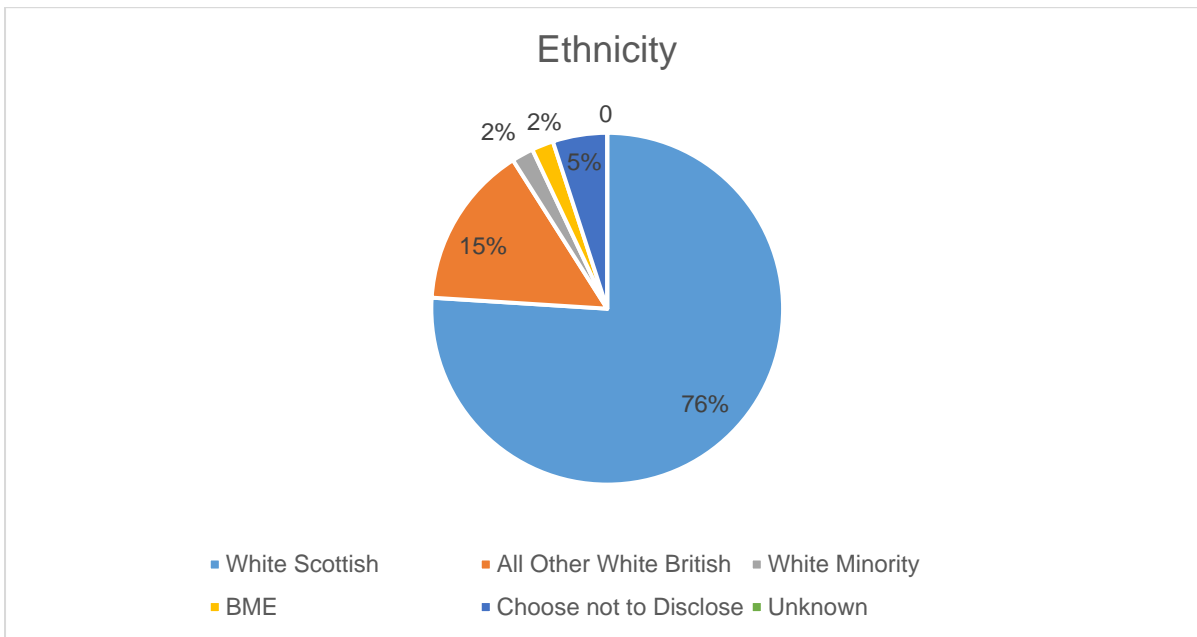
Our workforce data for this reporting period again shows that no individuals report as transgender, although there are a small number of individuals (4%) that chose not to disclose this information. This will be considered as part of a broader approach to supporting confidence in disclosing protected characteristic information along with our continued engagement with our LGBTI Staff Association.

### 3.5 Workforce Profile by Ethnicity

76% of SPA employees identify as White Scottish. All other White British make up the next largest group (15%).



## ClassificationMarking



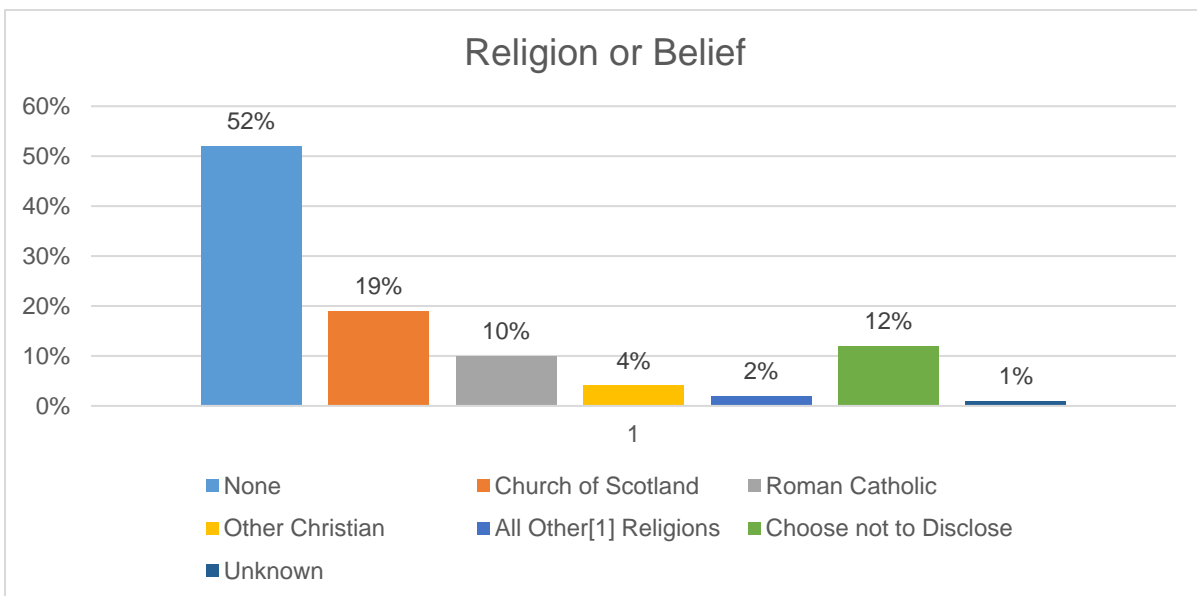
BME staff continue to make up just 2% of our workforce. In comparison to external benchmarking data, this figure falls short of the 4% BME population as reported in the 2011 census.

As an employer, it is important to understand any barriers to an inclusive workforce and to be able to take informed action to address and remove them. As a first step, further consideration of these figures will take place in order to identify the existence of any structural or cultural barriers.

Reflecting on this data and the figures reported previously from 2014 onwards, there is very little change in the ethnicity profile of our staff in recent years.

Improved workforce data going forward will also allow for a better understanding of any pay gaps in relation to ethnicity in order to influence sustainable change.

### 3.6 Workforce Profile by Religion or Belief



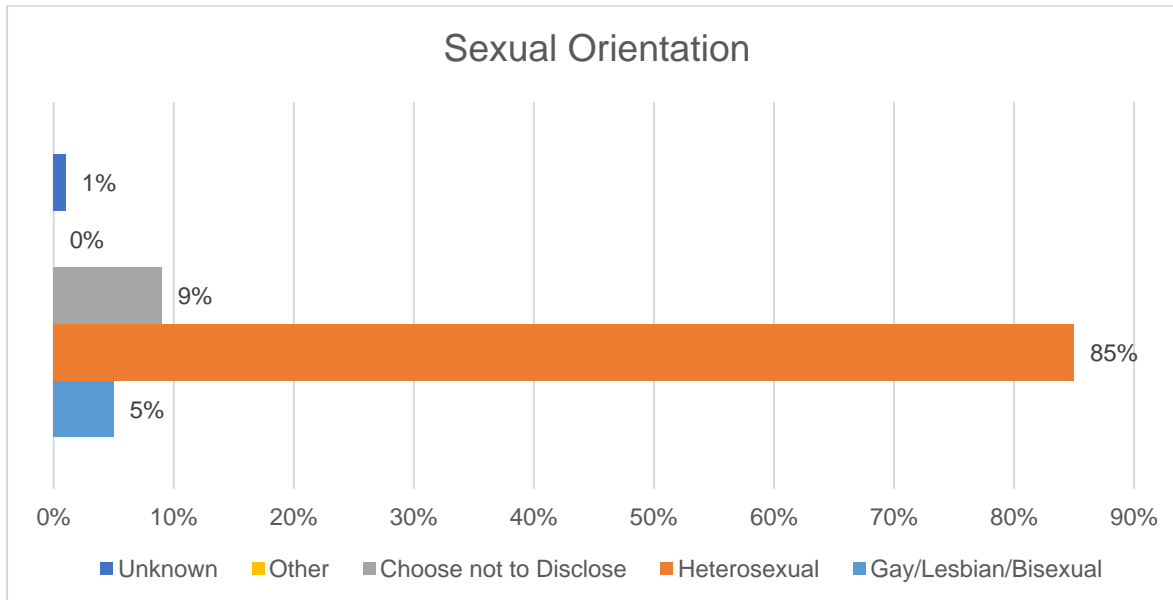
In terms of faith, there are no significant conclusions which can be drawn from the data available. There have been only minor changes in the religion profile of our staff in recent years with analysis of our staff data from 2014 onwards showing no meaningful change over this period. The majority

## ClassificationMarking

of our staff have identified as having no religion or belief which is in line with figures from previous years. The SPA recognise, acknowledge and respect the religious diversity of our employees.

### 3.7 Workforce Profile by Sexual Orientation

85% of our workforce identify as heterosexual. As detailed, 9% of our staff population have chosen not to disclose information on their sexual orientation which is significantly higher than the 2.5% of the population who chose not to respond within the 2011 census.



Analysis of our staff data from 2014 onwards shows no meaningful change in terms of sexual orientation over this period. As mentioned previously, given that data from the last Scottish Census was based on the population as a whole and not those in employment, it is difficult to make a clear comparison.

In 2018, Stonewall (a LGBT rights charity) published a report based on research investigating the specific experiences of 3,213 LGBT respondents and their experience of discrimination in the workplace as well as the extent to which LGBT staff felt they had to conceal who they were at work. Key findings of the report identified that 18% of LGBT staff had been the target of negative comments or conduct from work colleagues within the past year and 38% of bisexual people aren't open about their sexual orientation to anyone at work. Furthermore, 35% of respondents said they have hidden or disguised that they are LGBT at work in the last year because they were afraid of discrimination.

SPA will continue to work with staff to encourage self-disclosure and raise awareness around the importance of having this information in order to implement suitable, supportive measures. Although representation of Gay, Lesbian and Bisexual staff at 9% is considerably higher than the 2.2% identified within the Census (2011), we will undertake further consideration of our data to ensure there are no structural or cultural barriers in place.

### 3.8 Workforce Profile by Marriage / Civil Partnership

Workforce data on marriage and civil partnership status is not currently available. This will be addressed going forward as part of our wider plan to improve data gaps overall.

### 3.9 Workforce Profile by Pregnancy and Maternity

We recognise that employees want to strike a balance between their home and work life and so the SPA has a number of practices in place to ensure our staff have a positive experience throughout their pregnancy journey and beyond. We offer enhanced pay and leave for adoption, maternity and paternity along with shared parental leave, and a range of flexible working options to support parents in the workplace.

We also ensure that all staff are aware of and understand their rights and entitlements and recognise that we as an employer have obligations. Following an individual notifying the organisation they are pregnant, a risk assessment is carried out in order to effectively manage any risks posed while at work.

Following research carried out by our Scottish Women's Development Forum (SWDF) Staff Association, a number of recommendations on pregnancy and maternity were made. One action which is now proving successful is the creation of a toolkit for all people managers which aims to:

- Help them understand some of the main issues faced by pregnant women and new mothers in the workplace
- Improve the experiences of staff during and after pregnancy and to raise awareness of the type of support they are able to provide for members of their team.

Going forward, availability of relevant data in this area is crucial in order to fully explore, understand and consider the experiences of our staff and to ensure we are supporting pregnant women and those currently on and returning from maternity leave.

## 4. Occupational Segregation

Occupational segregation refers to the clustering of gender type, racial group and disability categories, into different levels of work (vertical segregation) and into different types of work within each level (horizontal segregation).

### 4.1 Vertical Segregation

The following tables detail a breakdown of staff by protected characteristic and pay grade. Due to the low numbers involved in some areas, grades have been grouped together in two main categories – those at Grade 7 or below and those at Grade 8 or above.

These tables, together with the organisational profiles, demonstrate comparisons across the various levels of segregation.

Overall, 35% of SPA staff are Grade 8 or above and 65% are Grade 7 or below.

## ClassificationMarking

### Sex

With female representation sitting at 68% for the overall workforce profile it is clear from the table below that females are disproportionately overly represented at the lower grades.

<b>Grade</b>	<b>F %</b>	<b>M %</b>
SPA Director	40%	60%
Grade 13	50%	50%
Grade 12	0%	100%
Grade 11	33%	67%
Grade 10	53%	47%
Grade 9	64%	36%
Grade 8	77%	23%
Grade 7	57%	43%
Grade 6	71%	29%
Grade 5	72%	28%
Grade 4	74%	25%
Grade 3	100%	0%
Grade 2	87%	13%
Grade 1	0%	100%
<b>Total</b>	<b>68%</b>	<b>32%</b>

This is our first year of reporting these findings by grade, rather than by salary figure as in previous reports (available [here](#)), following the introduction of our new harmonised pay scales. As such, we are unable to identify any emerging patterns or trends or draw any meaningful conclusions.

In 2018, the Government commissioned a series of academic evidence reviews on family friendly policies and women's progression as part of the Workplace and Gender Equality Research Programme. The research highlighted that, in general, women's progression in the workplace continues to be held back by barriers such as bias around pay and promotion, difficult workplace cultures (i.e. sexual harassment), tensions between balancing work with care and a shortage of quality part-time work with a good wage potential.

## ClassificationMarking

Reflecting on our own figures, within the lowest salary grades (2-6) females are disproportionately over represented with the exception of Grade 1 which is 100% male. This appears to show some evidence of vertical segregation within the organisation which will be analysed in greater detail going forward.

Further consideration of these figures will take place in order to identify any barriers female staff face to progression and how these can be addressed to help and support overcome them. More detail on this is included below within section 5, Gender Pay Gap.

### Disability

The table below shows that a greater proportion of those who have disclosed a disability have a post that is either Grade 7 or below compared to those at Grade 8 or above. It is interesting to note that the percentage who choose not to disclose is significantly higher at lower grades, which could mean that the actual percentage of those with a disability could be higher.

Grade	Yes	No	Choose not to Disclose	Not Recorded
Grade 7 or Below	6%	85%	9%	<1%
Grade 8 or Above	4%	90%	4%	1%
<b>SPA Staff Profile</b>	<b>5%</b>	<b>87%</b>	<b>7%</b>	<b>&lt;1%</b>

Further consideration of our data will take place in order to reflect on any barriers to disabled people progressing and how these can be addressed.

**Ethnicity**

<b>Grade</b>	<b>White Scottish</b>	<b>Other White British</b>	<b>White Minority</b>	<b>BME</b>	<b>Choose not to Disclose</b>	<b>Not Recorded</b>
Grade 7 or Below	82%	11%	1%	2%	4%	<1%
Grade 8 or Above	65%	22%	3%	2%	6%	1%
<b>SPA Staff Profile</b>	<b>76%</b>	<b>15%</b>	<b>2%</b>	<b>2%</b>	<b>5%</b>	<b>&lt;1%</b>

In 2015, the CIPD published a report named ‘Addressing the barriers to BAME\* employee career progression to the top’. Within the research it was found that BME employees are more likely than those from a White British background to say experiencing discrimination is a problem. It was also noted that Indian / Pakistani / Bangladeshi employees said a lack of role models and ‘people like me’ is a barrier to progression.

Although our data shows 42% of our BME staff are Grade 8 or above, which may initially suggest there are no barriers to progression, there is still an under representation of BME staff generally across the workforce population. Given the small numbers involved, statistical variations can always exist and therefore it is difficult to draw any solid conclusions.

Further consideration of our data will take place to better understand the ethnicity profile of our organisation and whether or not there is evidence of unconscious bias or any structural or cultural barriers to progression exist for BME staff.

\*The acronym BAME used within the study stands for Black, Asian and Minority Ethnic and is defined as all ethnic groups except White. Within our data reporting Asian staff are grouped separately to those of Black and Minority Ethnic (BME) background.

**Age**

<b>Grade</b>	<b>16-24</b>	<b>25-34</b>	<b>35-44</b>	<b>45-54</b>	<b>55-64</b>	<b>65+</b>
Grade 7 or Below	3%	24%	32%	25%	15%	1%
Grade 8 or Above	0%	17%	35%	39%	9%	0%
<b>SPA Staff Profile</b>	<b>2%</b>	<b>22%</b>	<b>33%</b>	<b>30%</b>	<b>13%</b>	<b>&lt;1%</b>

This data shows more senior positions (Grade 8 or above) are occupied by a higher proportion of staff within the age range of 45 and 54 (39%), whilst staff in the 25–34 age range have a proportionally higher representation at Grade 7 or below. In comparison, the highest proportion of staff (32%) in lower positions (Grade 7 or below) are occupied by staff within the age range of 35 and 44.

Whilst our staff are working for longer, 100% of staff in the 65+ age group are Grade 7 or below. According to People Management, research carried out by LinkedIn (Feb 2020) found older workers were more likely to cite age as an issue, with nearly half (45 per cent) of those aged 55 to 65, and 26 per cent aged 39 to 54, reporting they thought their age was a barrier to progressing their careers. The survey, which polled more than 2,000 individuals in the UK as part of a wider global study, also found that 7 per cent of respondents believed their level of educational attainment prevented them from progressing.

In terms of barriers to progression based on age, there is an argument that both the youngest and oldest staff are underrepresented at higher grades. In terms of young people, many of the roles within SPA Forensics require specific professional qualifications which it is highly unlikely this age group would have. There is a potential for this to be addressed through the introduction of Modern Apprenticeships as discussed earlier within this report.

The changing landscape of education over the past decades (both in terms of provision and availability) may be the reason for an under representation of older people. For future reporting we will consider whether or not there are any barriers to recruitment.

## ClassificationMarking

### Religion or Belief

Grade	None	CoS	RC	OC	Other	OR	CNTD	N/R
Grade 7 or Below	52%	20%	11%	4%	1%	0%	12%	<1%
Grade 8 or Above	54%	20%	8%	3%	1%	1%	12%	1%
<b>SPA Staff Profile</b>	<b>52%</b>	<b>19%</b>	<b>10%</b>	<b>4%</b>	<b>1%</b>	<b>&lt;1%</b>	<b>12%</b>	<b>1%</b>

CoS – Church of Scotland, RC – Roman Catholic, OC – Other Christian, OR – Other Religions, CNTD – Choose not to Disclose, N/R – Not Recorded

As detailed in relation to the full workforce profile, there are no meaningful conclusions which can be drawn based upon this data. The majority of our workforce identify as having no religious beliefs. In terms of the other groupings, there are potentially some differences in levels of representation at the higher and lower grades for specific faith groups.

Further analysis of this data will take place as part of a wider consideration alongside ethnicity to identify whether or not there are any barriers (either perceived or real) to progression based on religion or belief.

### Sexual Orientation

Grade	LGB	Hetero sexual	Other	Choose not to Disclose	Not Recorded
Grade 7 or Below	4%	85%	0%	10%	<1%
Grade 8 or Above	6%	85%	0%	7%	1%
<b>SPA Staff Profile</b>	<b>5%</b>	<b>85%</b>	<b>0%</b>	<b>9%</b>	<b>1%</b>



Based on our data, 42% of those who identify as LGB are Grade 8 or above and 58% are Grade 7 or below but when we consider that the LGB profile of our whole workforce is only 5%, there is an under representation of LGB across the organisation. As mentioned previously within this report, 9% of staff chose not to disclose their sexual orientation, reflecting on the Stonewall research there is work to be done in ensuring staff feel comfortable sharing this information with us, are reassured of the reasons for recording this information and feel part of an open, inclusive working environment where there are no barriers to progression in place.

#### **4.2 Horizontal Segregation**

Due to the low numbers involved within protected characteristic groups and within SPA Corporate, the only aspect of horizontal segregation being reported relates to the Forensic Services Department and representation in relation to sex. A newly created Forensics Services Equality Sub-Group will consider this data during the next reporting period to identify any relevant analysis and appropriate actions that can or should be taken.

Work is ongoing to identify horizontal segregation among SPA/police staff with the main focus on ensuring we have enough relevant data to allow us to report on this going forward and to explore the reasons behind this.

<b>Forensic Services</b>	<b>Female %</b>	<b>Male %</b>
Biology	76%	24%
Business Support	85%	15%
Physical Science	66%	34%
Quality	70%	30%
Scene Examination	54%	46%
Senior Management Team	67%	33%
<b>SPA Profile</b>	<b>68%</b>	<b>32%</b>

## 5. Pay Gap Reporting

In addition to the Gender Pay Gap calculation that SPA is required to produce under the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, the Gender Pay Gap has also been reported using the six calculations outlined in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 to enhance benchmarking opportunities going forward.

Calculations have also been provided in respect of race, disability and sexual orientation. Although this is not a requirement under Scottish Legislation, this demonstrates our commitment to report beyond our legislative requirements and progress towards an inclusive workforce.

### 5.1 Gender Pay Gap

The data used to calculate the Gender Pay Gap was based upon staff in post at 31 March 2020.

The Gender Pay Gap is determined as the difference between men's and women's average hourly earnings (including overtime) Average Hourly Earnings (AHE). Over the past few years of reporting we have reduced our full-time pay gap in relation to gender.

Gender Pay Gap	Base Pay (for info only)	AHE
SPA Staff	9.6%	11.1%
Police Staff	11.2%	11.5%
All Staff	10.3%	10.8%
<i>2019 Mainstreaming Report*</i>	11.5%	12.4%

Police Officers	2.9%	3.2%
<i>2019 Mainstreaming Report*</i>	3.9%	5.7%

\*The data presented in the 2019 Mainstreaming Report is at March 2018.

## ClassificationMarking

The following table provides additional measures to assist with benchmarking and future trend analysis:

**Pay Quartile** - The Regulations of gender pay gap reporting require us to list each full-pay relevant employee in order of their gross hourly rate of pay. This list is then divided into four quartiles to show: the lower, lower middle, upper middle and upper quartile pay bands.

Measure	SPA Staff	PS Staff	All Staff	Police Officers
Mean Female AHE	£22.52	£16.53	£17.17	£19.46
Mean Male AHE	£25.34	£18.67	£19.25	£20.09
<b>Mean Gender Pay Gap</b>	<b>11.1%</b>	<b>11.5%</b>	<b>10.8%</b>	<b>3.2%</b>
Median Female AHE	£24.02	£15.46	£15.99	£20.25
Median Male AHE	£24.15	£17.61	£18.19	£20.90
<b>Median Gender Pay Gap</b>	<b>0.5%</b>	<b>12.2%</b>	<b>12.1%</b>	<b>3.1%</b>

Pay Quartiles – Female				
1 <sup>st</sup>	31%	32%	32%	28%
2 <sup>nd</sup>	23%	27%	25%	34%
3 <sup>rd</sup>	21%	24%	22%	17%
4 <sup>th</sup>	25%	17%	21%	20%

Pay Quartiles - Male				
1 <sup>st</sup>	17%	15%	16%	24%
2 <sup>nd</sup>	25%	21%	23%	31%
3 <sup>rd</sup>	22%	32%	29%	18%
4 <sup>th</sup>	36%	32%	31%	26%

A new employment package for SPA/police staff was implemented on 1 April 2019 and has helped in reducing the gender pay gap by implementing a common approach to pay and the grading of roles and allowing organisational comparisons to be made. Outside of the pay implications of gendered occupational segregation, concerns around gender pay have been explicitly addressed by the introduction of this pay harmonisation and some historical gender pay inequalities have

## ClassificationMarking

been removed. We will continue to monitor and analyse pay differentials and to seek opportunities to reduce them.

Our current datasets provide us with baseline information on the distribution of officers and staff in relation to Race, Disability and Sexual Orientation. The numbers in these groups are relatively small but the actions being take to support our commitment to equal pay will help address any anomalies.

### 5.2 Pay Gaps by Disability, Race and Sexual Orientation, Disability

Equal Pay (Disability)AHE (£)	Disability Recorded	None Recorded	Pay Gap
SPA Staff	£22.48	£23.49	4.2%
PS Staff	£17.06	£17.35	1.7%
All Staff	£17.48	£17.97	2.7%
Police Officers	£20.44	£19.87	-2.9%

### Race

AHE (£)	White Scottish	Other White British	Pay Gap	White Minority	Pay Gap	BME	Pay Gap	Choose not to disclose	Pay Gap
SPA Staff	£22.86	£25.57	- 11.9%	£23.70	-3.7%	£23.67	-3.5%	£25.54	-11.7%
PS Staff	£17.23	£18.32	-6.3%	£17.43	-1.2%	£18.01	-4.5%	£18.05	-4.8%
All Staff	£17.74	£19.71	- 11.1%	£18.18	-2.5%	£18.70	-5.4%	£18.91	-6.6%
Officers	£20.08	£19.87	1.0%	£18.35	8.6%	£19.23	4.2%	£21.27	-5.9%

Sexual Orientation

AHE (£)	Heterosexual	LGB	Pay Gap	Choose not to disclose	Pay Gap
SPA Staff	£23.42	£24.26	-3.6%	£22.90	2.2%
PS Staff	£17.39	£17.01	2.2%	£17.15	1.4%
All Staff	£18.00	£18.09	-0.5%	£17.66	1.9%
Officers	£20.00	£18.91	5.5%	£21.13	-5.7%

## 6. Recruitment by Protected Characteristic

Equality, diversity and inclusion remain at the forefront of our approach to recruitment. Recruitment to the SPA is through fair and open competition (except in certain circumstances, where redeployment or reorganisation policies apply) based on merit, with individuals assessed for their ability to demonstrate the required competencies, knowledge and skills for the role.

We are committed to ensuring that all recruitment is free from unfair and unlawful discrimination. Reasonable adjustments for disabled people are also encouraged and arranged at all stages of the recruitment process, as required. We are a Disability Confident employer and operate a Guaranteed Interview Scheme, where we guarantee to interview all disabled applicants who meet the criteria for a job vacancy and to consider them on their merit.

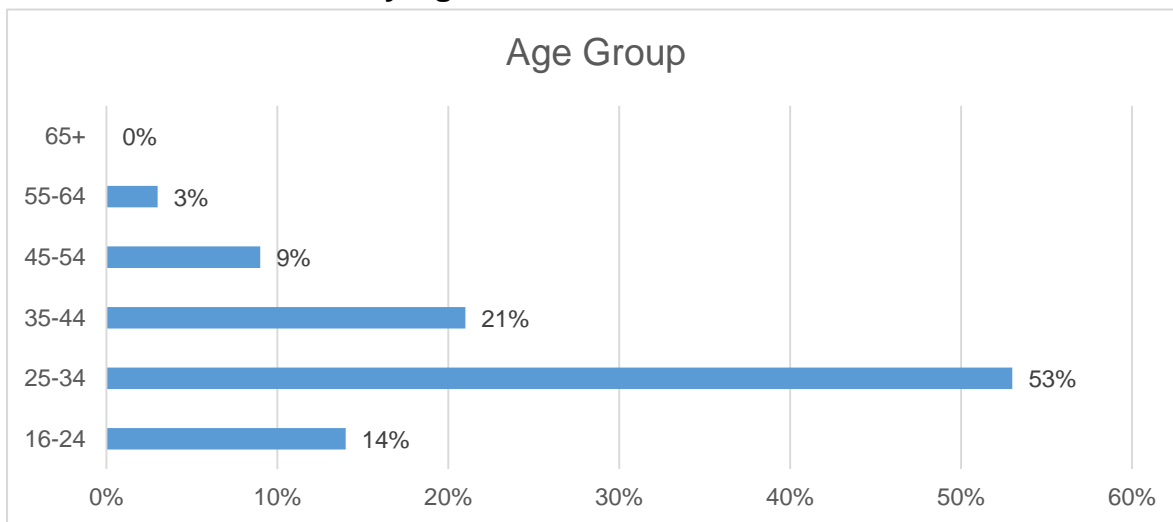
During this reporting period, 58 candidates were recruited to, or promoted within, SPA. Grades 4 and 6 were the most common grades for newly appointed staff. This figure is up slightly from last year's figure of 54 and so shows that the volume of recruitment activity has remained consistent.

Due to a lack of comprehensive information detailing the diversity of all job applicants compared to the diversity of successful applicants, it is difficult to draw solid conclusions from this data apart from the basic commentary and comparison included above.

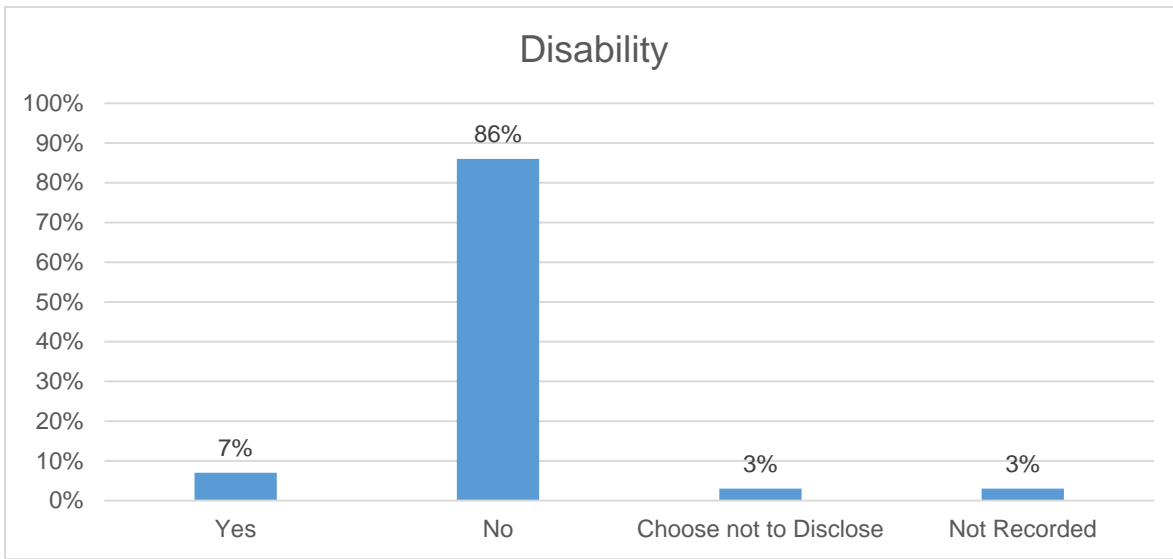
Given the low numbers involved and the difficulty to draw any meaningful insight this section simply provides data without supporting commentary. It is hoped that more meaningful insight will come from improved data in the longer term along with the ability to track progress against actions taken to address barriers.

Data by protected characteristic is shown in the graphs below:

### 6.1 Recruitment Profile by Age

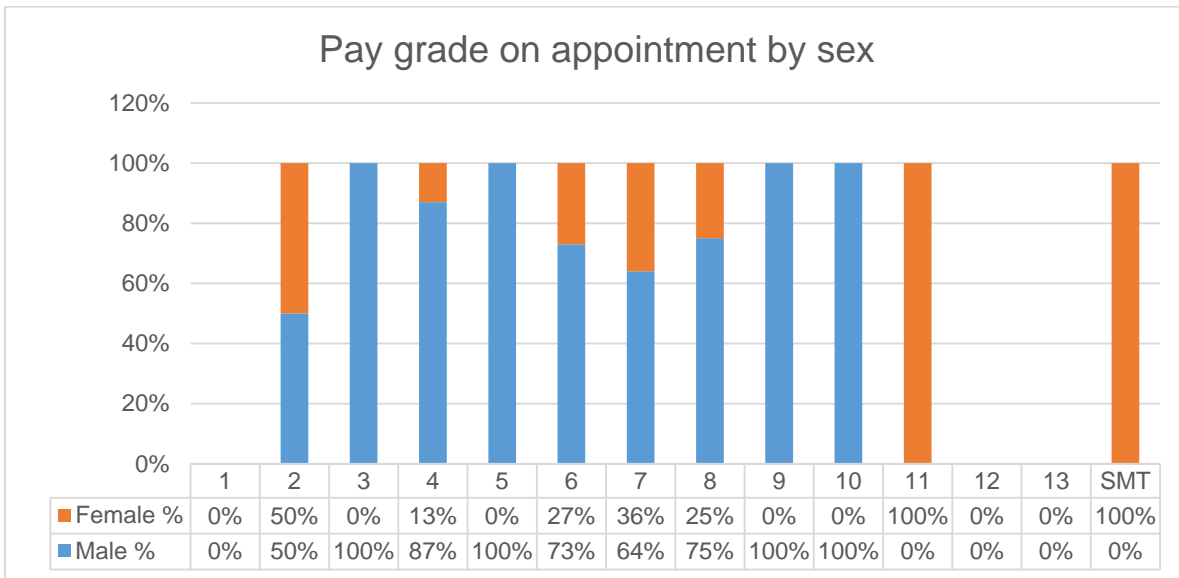
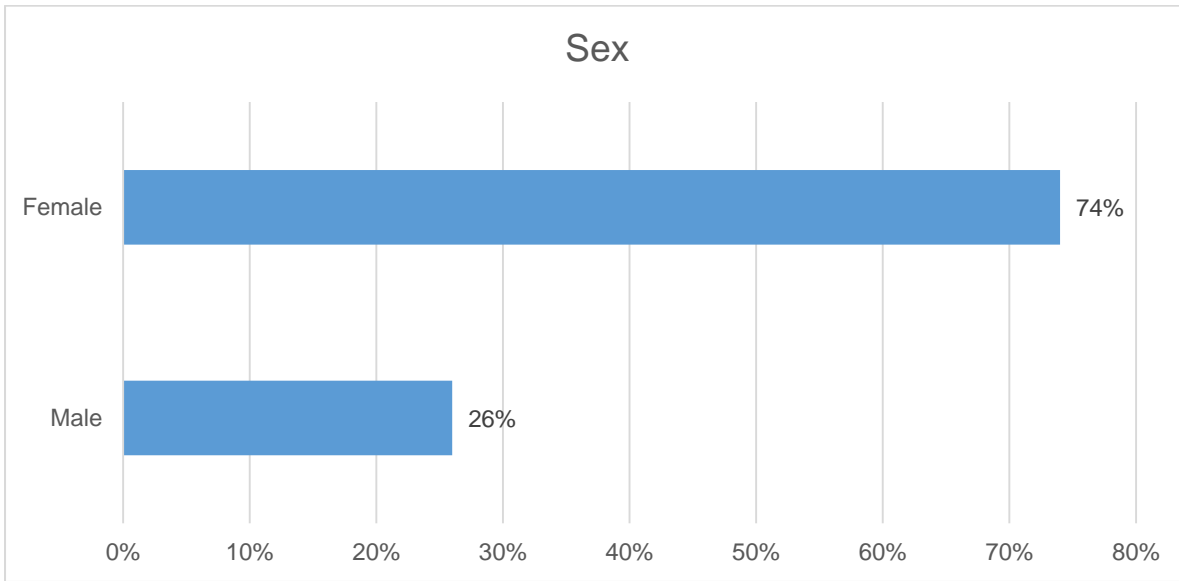


### 6.2 Recruitment Profile by Declared Disability



Grade 4 was the most common grade for those who disclosed a disability compared to Grade 6 for those who advised not having a disability.

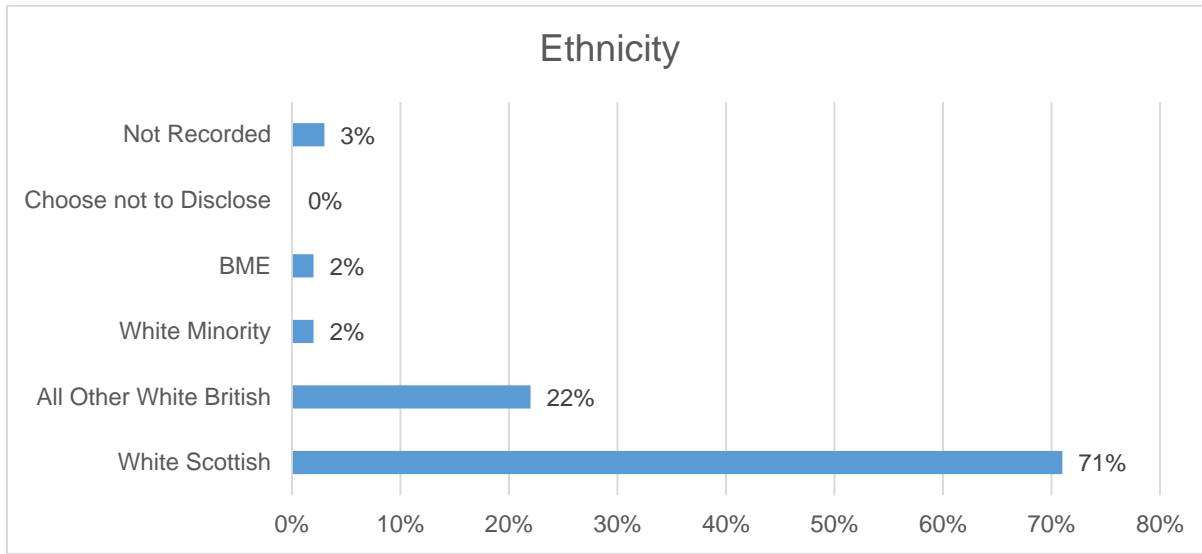
6.3 Recruitment Profile by Sex and Pay Grade on Appointment



- Grades 4 and 6 were the most common grades for newly appointed females compared to Grades 6 and 7 for newly appointed males.
- 19% of newly appointed females were appointed to Grade 8 or above roles compared to 27% of males.
- 81% of newly appointed females were appointed to Grade 7 or below roles compared to 73% of males.



### 6.4 Recruitment Profile by Ethnicity



The most common grades for each ethnic origin category are detailed below:

**BME** – Small number, no common grade

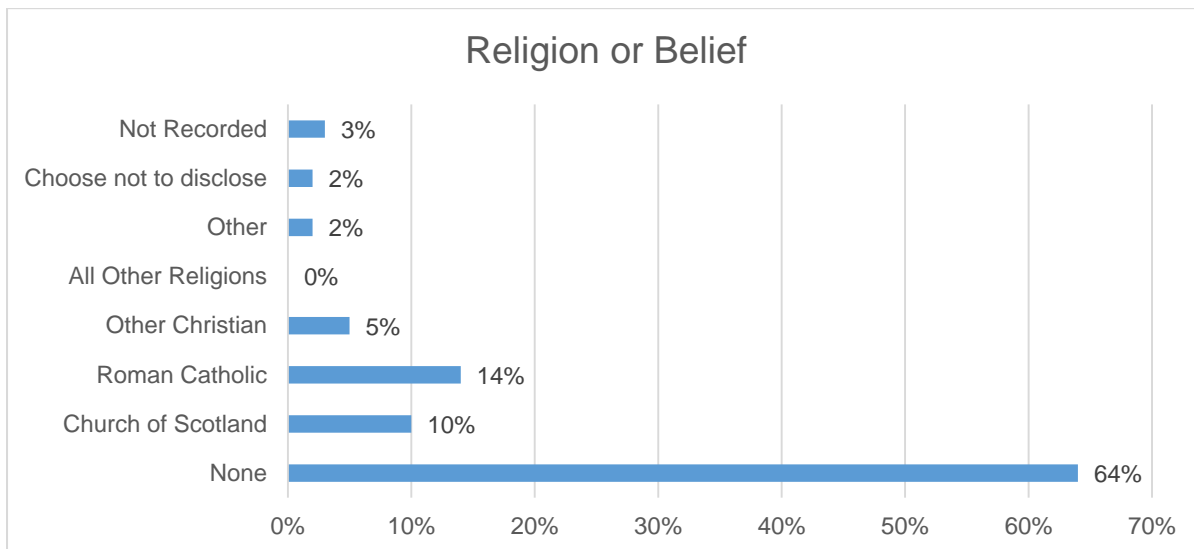
**White Minority** – Small number, no common grade

**Other White British** - Grade 8

**White Scottish** - Grade 6

Due to a lack of comprehensive information detailing the diversity of all job applicants compared to the diversity of successful applicants, it is difficult to draw solid conclusions from this data apart from basic commentary.

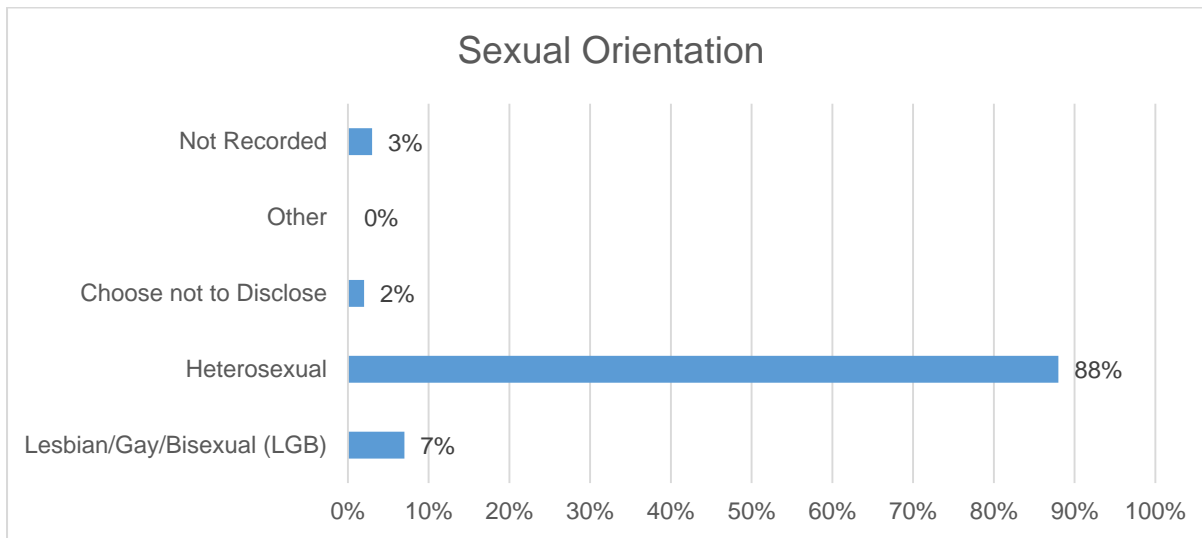
### 6.5 Recruitment Profile by Religion or Belief



## ClassificationMarking

- Grade 4 (closely followed by Grade 6) was the most common for those disclosing no religion or belief.
- Grade 4 was also the most common for those identifying as Roman Catholic.
- Grade 6 was the most common for those identifying as Church of Scotland.
- There was no common grade for those identifying as Other Christian.

### 6.6 Recruitment Profile by Religion or Belief



- Grade 4 was the most common for those identifying as **Heterosexual**, closely followed by Grade 6.
- There was no most common grade for those identifying as **LGB**.

## 7. Promotion by Protected Characteristics

For the purposes of this section, promotion refers to any internal member of staff who successfully applies for a role at a higher grade.

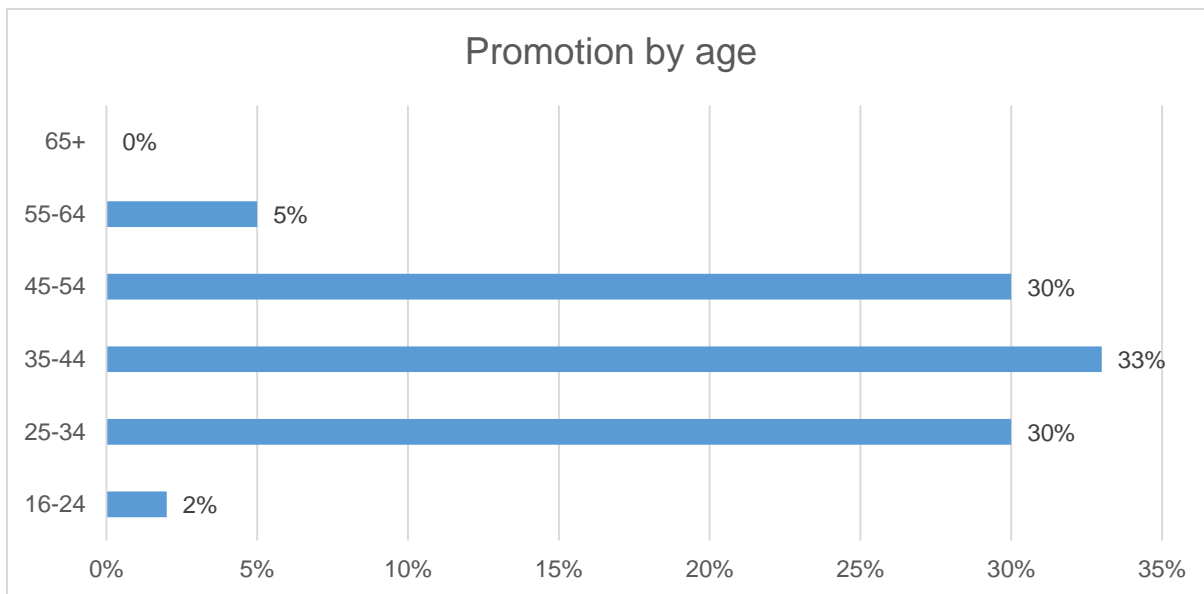
The equality and diversity profile by each of the protected characteristics is highlighted below for SPA staff who were promoted between 1 April 2019 and 31 March 2020.

As this is the first time analysis has been carried out for SPA staff promotions since the implementation of SPRM, no meaningful comparisons can be drawn. Going forward, analysis of this data will allow to report on our progress.

Again, given the low numbers involved and the difficulty to draw any meaningful insight, this section simply provides data without supporting commentary. It is hoped that more meaningful insight will come from improved data in the longer term along with the ability to track progress against actions taken to address barriers.

Of those promoted, 70% were promoted on a permanent basis and 30% on a temporary basis. Grade 7 was the most common grade overall for people being promoted to.

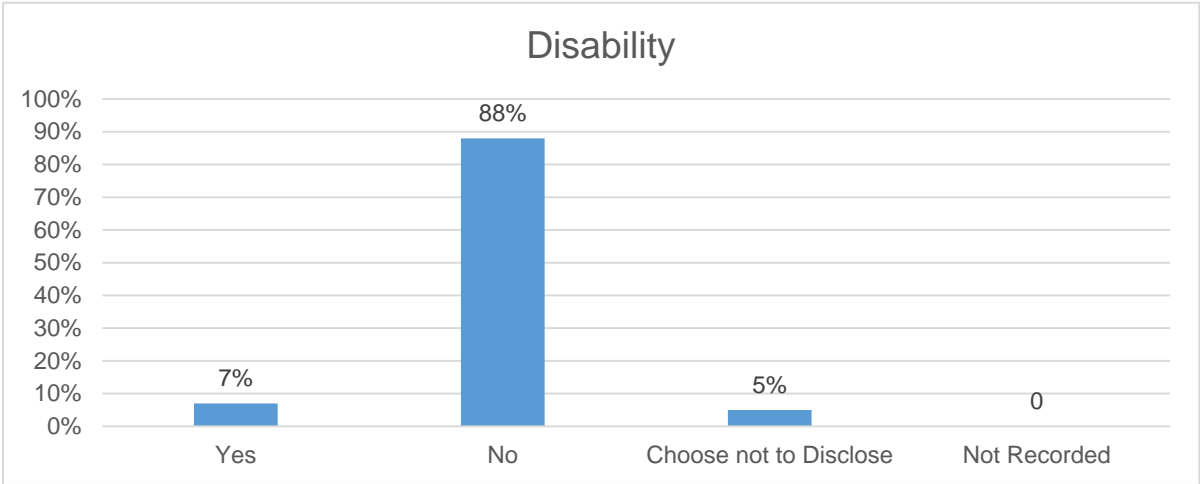
### 7.1 Promotion by Age



The most common grades that SPA staff were promoted to varied throughout the age groups as follows:

- 25-34 – Grade 7 and Grade 8
- 35-44 – Grade 7 and Grade 10
- 45-54 & 55-64 – Grade 5

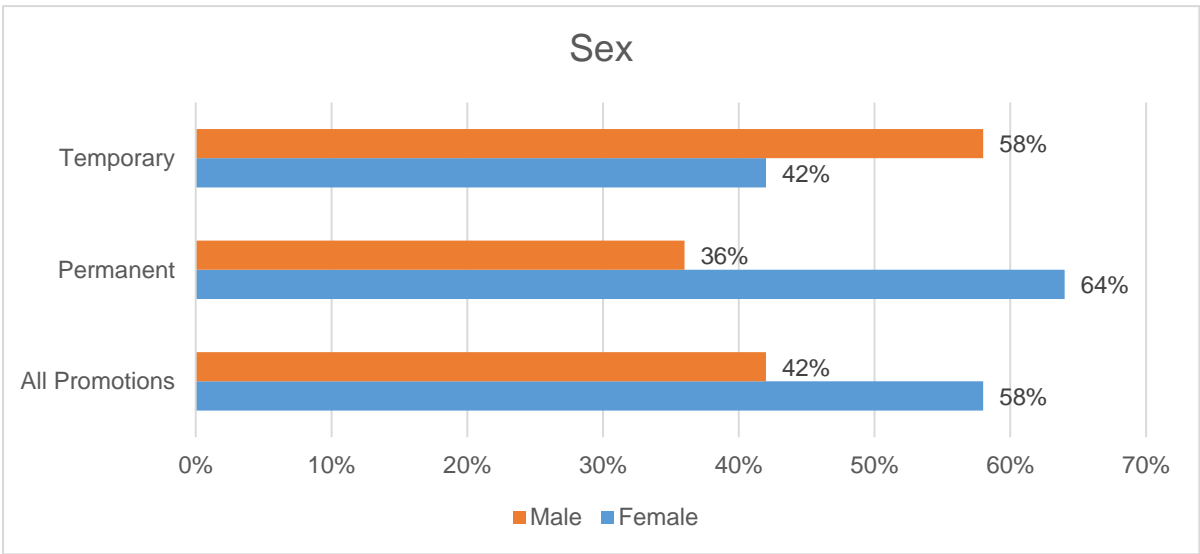
### 7.2 Promotion by Disability



A higher proportion of those with a recorded disability were promoted when compared to the SPA profile of 5% at 31/03/2020. However, the number is less than five.

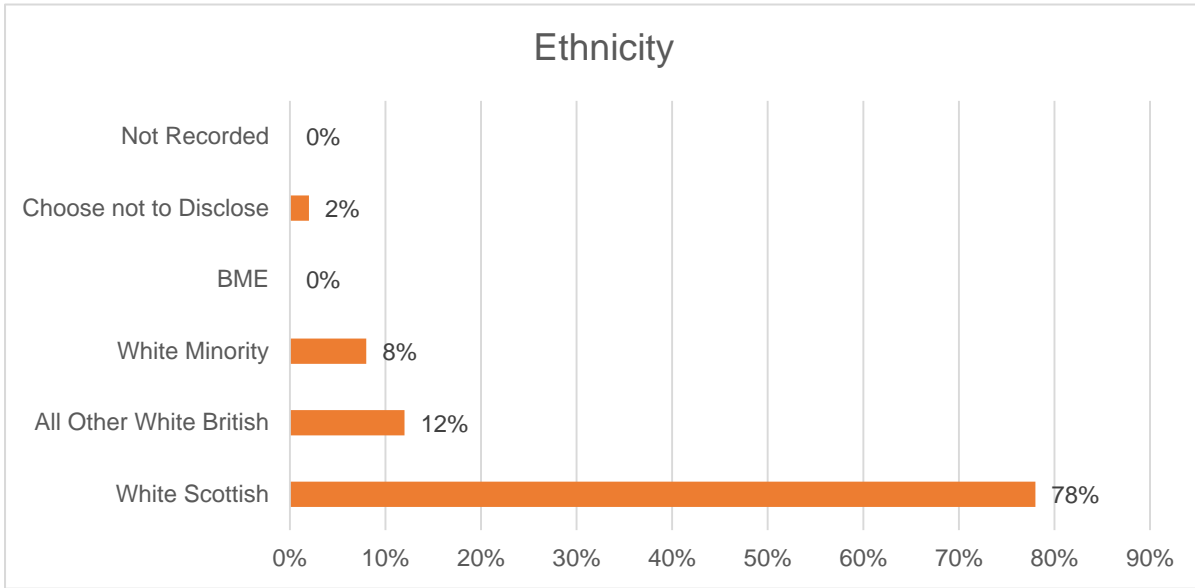
100% of those with a recorded disability were promoted on a permanent basis. There was no common grade for SPA staff who declared a disability. For those who declared no disability, grades 7, 8 and 10 were equally the most common.

### 7.3 Promotion by Sex



Grade 5 was the most common grade for female SPA Staff Grade 5, closely followed by Grades 7 and 8. Whereas for male SPA Staff, Grade 10 was the most common closely followed by Grade 7.

### 7.4 Promotions by Ethnicity



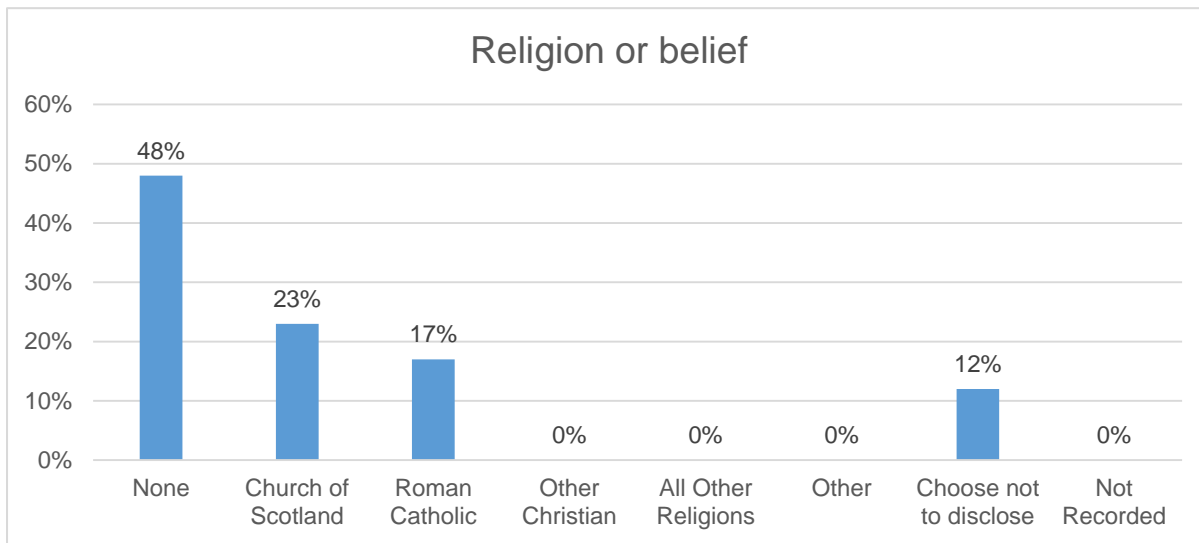
The proportion of BME SPA staff promoted does not reflect the SPA Profile of 2% at 31/03/2020. The proportion of White Minority SPA staff is higher than the SPA profile of 2% at 31/03/2020. However, this is a small number of less than five.

100% of those who identified as White Minority were promoted on a permanent basis.

The most common grades by ethnic origin category:

- **White Minority** – No common grade.
- **White Scottish** – Grade 5 and Grade 10
- **Other White British** – No common grade

### 7.5 Promotions by Religion or Belief

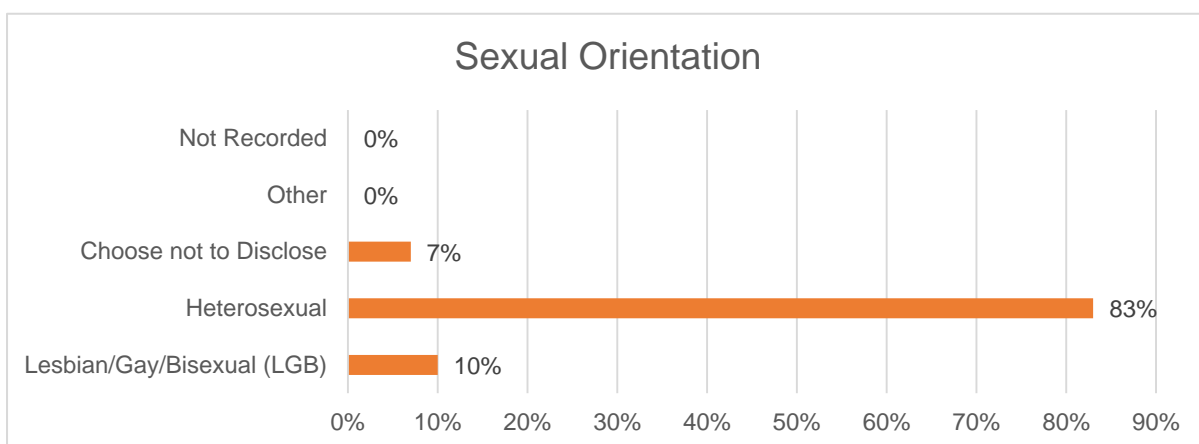


There is a lower proportion of SPA staff identifying as having no religion or belief and a higher proportion of those who disclosed Church of Scotland and Roman Catholic when compared to the SPA profile at 31/03/2020. However, no religion or belief is still the most common response, which reflects the SPA profile at 31/03/2020.

74% of those with no religion or belief were promoted on a permanent basis compared to 56% who identified as Church of Scotland; 57% who identified as Roman Catholic and 100% who identified as Choose not to Disclose.

There were no common grades for those who identified Church of Scotland and Roman Catholic.

### 7.6 Promotion by Sexual Orientation



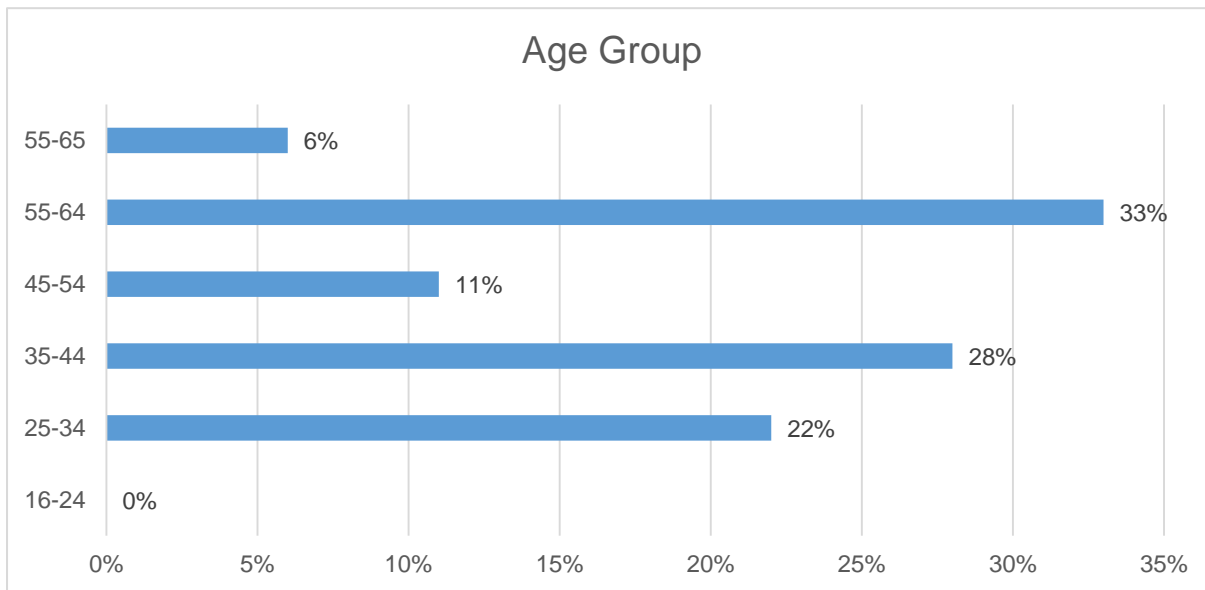
There was no common grade for those who identified as LGB. For those identifying as Heterosexual the most common grades were 7 and 8.

## 8. Leavers by Protected Characteristic

In 2019/20, 18 staff left the SPA. The proportion of disabled and ethnic minority staff who left the organisation remains low, as reported in previous years. There is currently no data available in relation to the length of service of leavers and we hope to be able to provide this in future reports in order to identify any patterns or trends.

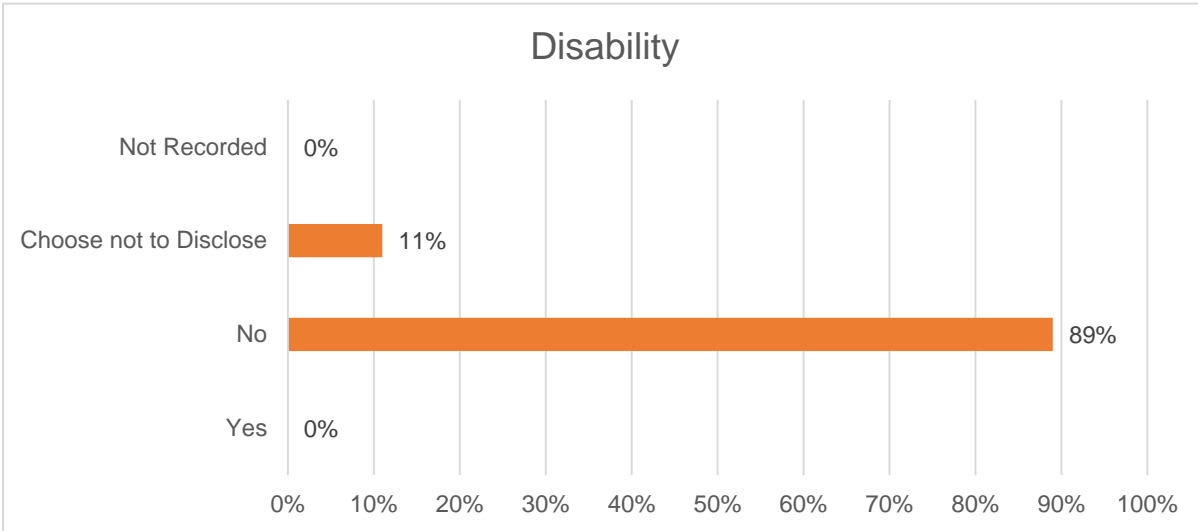
Given the low numbers involved and the difficulty to draw any meaningful insight this section simply provides data without supporting commentary. It is hoped that more meaningful insight will come from improved data in the longer term along with the ability to track progress against actions taken to address barriers.

### 8.1 Leavers by Age

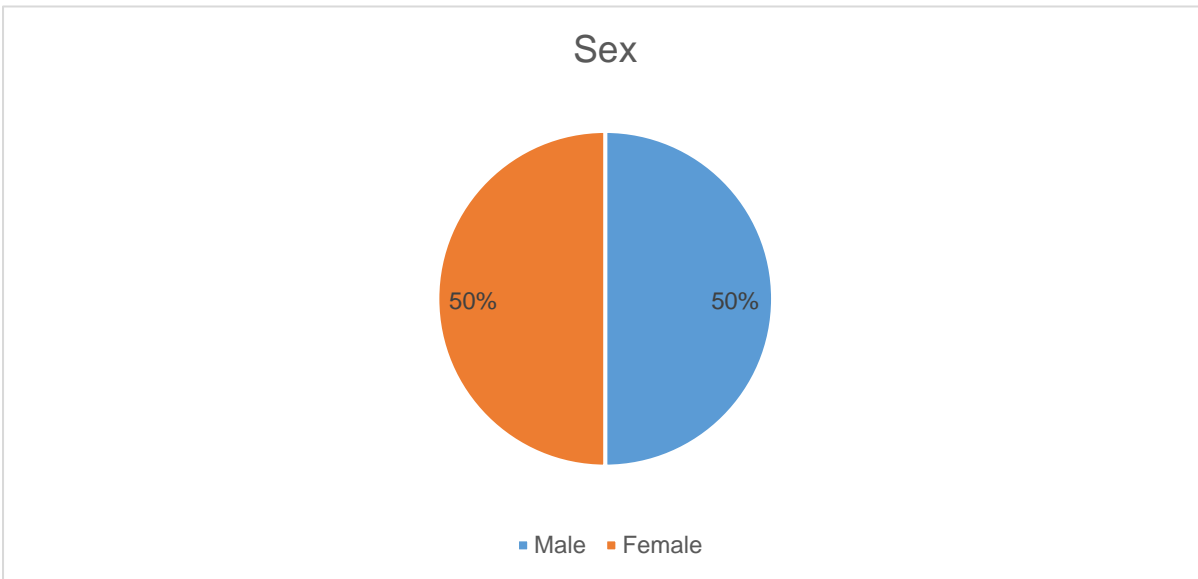


- 100% of those who left who were in the **25-34** or **35-44** age group resigned.
- 50% of those in the **45-54** age group resigned and 50% retired.
- Retirement was the most common reason for leaving for those in the **55-64** age group, accounting for 67% of SPA Staff in that age group, 33% resigned.

### 8.2 Leavers by Declared Disability



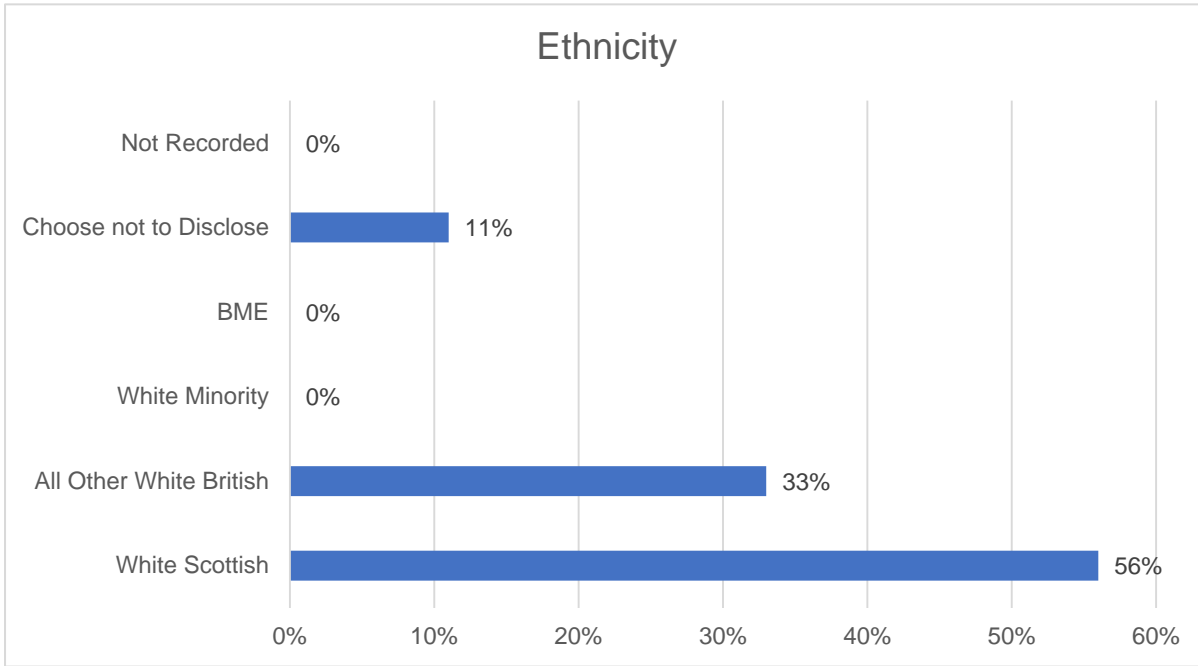
### 8.3 Leavers by Sex



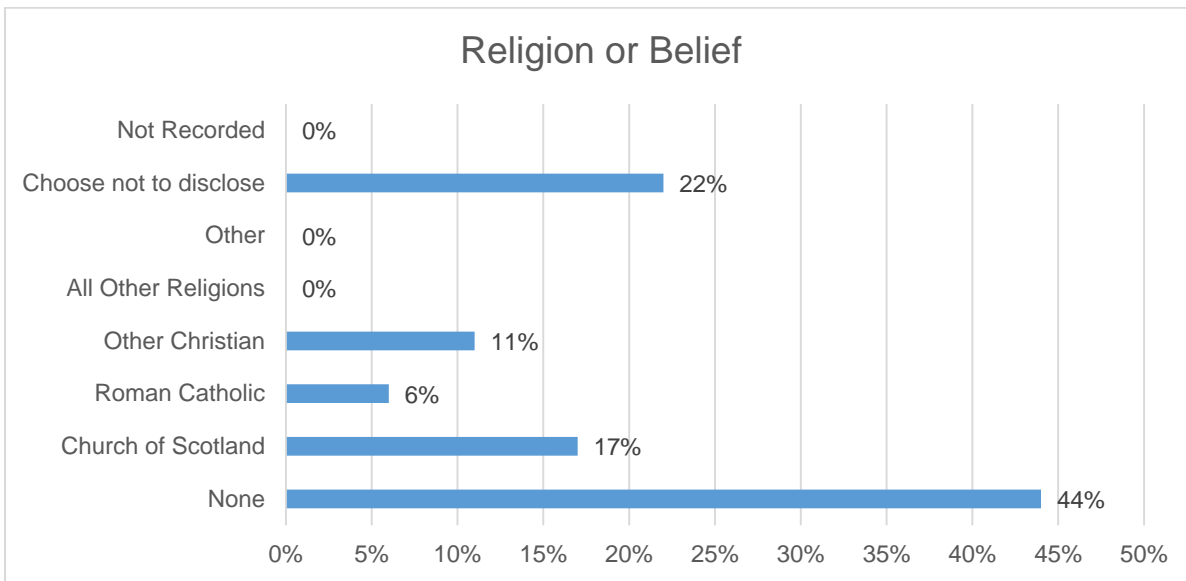
Resignation was the most common reason for leaving for females whilst Retirement the most common reason for males.



### 8.4 Leavers by Ethnicity

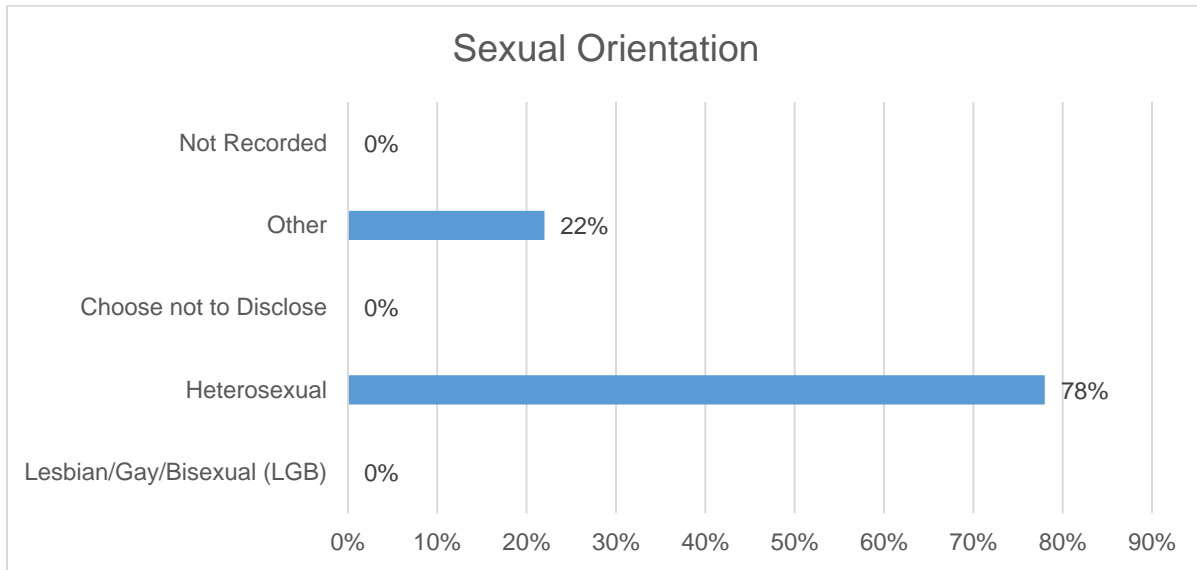


### 8.5 Leavers by Religion or Belief



- Retirement was the most common reason for leaving for those who identified as Church of Scotland or Roman Catholic.
- Resignation was the most common reason for leaving for those who identified as having no religious beliefs or Other Christian.
- 50% of those who identified as Choose not to Disclose retired and 50% resigned.

### 8.6 Leavers by Sexual Orientation



### 9. Internal Procedures

The SPA has a Grievance procedure and a Disciplinary procedure in place. Both procedures support a focus on speaking up, early intervention and, where possible, addressing issues through informal channels, while still leaving the ability to pursue more significant issues through formal channels, where appropriate to do so.

The low number of cases involved will always make it difficult to assess and identify key trends therefore a key focus for SPA is on ensuring we prioritise organisational learning from any cases that do occur, in order that this can help support our ability to continuously improve inclusivity.

### 10. Part-time Working Hours and Flexible Working

Currently, a number of our workforce work on a part-time basis.

Flexible working opportunities can benefit everyone and encourage a healthy work-life balance. With this in mind, we provide all our employees with the opportunity to request flexible working. This includes homeworking, part-time, compressed hours and job sharing. Work will progress to develop reporting of data in this area going forward.

### 11. Training and Development

It is important to us that our staff have the skills and knowledge to do their jobs and to develop their careers. We have invested in learning and development by funding an extensive programme of learning as well as supporting individual requests for funding. We have also delivered in house online training including sessions on Equality and Diversity.

We are committed to continuing to work with Police Scotland in order to address relevant data gaps in this area, not least to improve our reporting capability in the future.

## **12. Staff Survey**

In order to capture viewpoints of staff, we are currently undertaking a staff survey which covers a number of key areas and will help to measure how inclusive we are as an employer. We will reflect upon our findings and identify any relevant target areas for improvement, information on which will be included in future reports in order to highlight our commitment to improvement and listening to staff.

## **13. SPA Board**

As set out in Schedule 1 of the Police and Fire Reform (Scotland) Act 2012, membership of the SPA consists of up to 15 members (including a Chair) appointed by Scottish Ministers through a public appointments process.

Due to the small numbers involved, care must be taken to avoid inadvertently disclosing protected characteristics associated with individuals. Therefore, the Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2016 only requires the SPA to publish the number of men and women. As of 1 April 2021 seven (54%) of the 13 Board Members are female and six (46%) are males. This progresses from a position in 2017 where 25% of Board Members were female.

As part of the most recent recruitment process for SPA Members, the Interim Chair raised the issue of diversity as one requiring to be actively addressed with the Public Appointments Team and the Cabinet Secretary for Justice.

In addition, and with the support of all Authority members, the Interim Chair made considerable effort to promote the advertised member vacancies to a range of organisations and individuals with a view to enhance the interest and applications from a more diverse range of candidates. This included reaching out to organisations representing BME, women, young people and disability groups. The Public Appointments Team promoted the vacancies in a similar fashion.

The SPA is committed to positively engaging with the Public Appointments team in seeking to address any barriers to the appointment of a diverse Board.