



**Scottish
Ambulance
Service**
Taking Care to the Patient



Equal Pay Statement and Gender Pay Gap Information

April 2017

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Equal Pay Statement and Gender Pay Gap Information

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We welcome comment about our equality outcomes and would be pleased to discuss any aspect of it with individuals or groups.

This document can be provided in another format for example in large print, Braille or summary translation, please contact:



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1. Our Service

A Special Health Board, the Scottish Ambulance Service is a national operation based at over 150 locations in five Divisions. The Service is now co-located with National Services Scotland, NHS24, NHS Boards' Out of Hours services and within hospital and GP practice premises. As such, we continue to cover the largest geographic area of any ambulance service in the UK.

The Scottish Ambulance Service provides scheduled, unscheduled and anticipatory care for patients in remote, rural and urban communities across Scotland. We save lives by responding to life threatening emergency calls. We help people to live well at home by treating or referring people at the scene and preventing unnecessary hospital admissions. We also take patients requiring clinical care during transport to hospital, in time for their appointment.

2. Equality and the gender pay gap

Across the UK, and historically, some women have been paid less than men for doing the same or equivalent work and this inequality has persisted in some areas.

On average women in Scotland earn 14.9 per cent less per hour than men. The full time gender pay gap has narrowed since equal pay legislation first came in to force, however in 2016 there remained a gap of 10.7 per cent between men's average hourly pay and women's average hourly pay in Scotland (13.9 per cent difference in UK). There are several ways of measuring the gender pay gap, but this figure is the average (or mean) gender pay gap between full-time employees' earnings in Scotland, excluding overtime. The way in which this figure is calculated is recommended by the Equality and Human Rights Commission and it enables comparisons to be made across organisations and industries.

There is a difference of 32.2 per cent when comparing women's part time average earnings with men's full time average earnings.¹ In Scotland 42 per cent of women employed work on a part time basis compared with 13 per cent of men. And women account for 75 per cent of all part time working in Scotland. Men are less likely to be in part-time positions over a long period of time. Part-time work is usually in low paid and under valued work with wages likely to be lower in female dominated workplaces than male-dominated workplaces or workplaces which are more diverse. This is true for the UK as a whole.

Despite there being little change in the Scottish pay gap for 2016 (14.9 per cent) the new figures for Scotland continues to remain lower than the UK overall figure of 17.3 per cent and for the full-time (13.9 per cent) and part-time pay gaps (32.7 per cent)

The pay gap is the key indicator of the inequalities and differences that still exist in men's and women's working lives. This is caused by three main factors, occupational segregation, inflexible working practices and pay discrimination.

¹ Office of National Statistics 2016 - Annual Survey of Hours and Earnings

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3. Legislative framework

The Equality Act 2010 gives women (and men) a right to equal pay for equal work. It requires that women and men are paid on equally favourable terms where they are employed on 'like work' or 'work rated as equivalent' or 'work of equal value'

The Equality Act replaces previous legislation, including the Equal pay Act 1970 and Sex Discrimination Act 1975, and the equality provisions in the Pensions Act 1995. The Act's provisions on equal pay and sex discrimination are intended to ensure that pay and other employment terms are determined without sex discrimination or bias.

All Health Boards across NHSScotland, including the Scottish Ambulance Service are required to comply with the 3 aims of the Public Sector Equality Duty under the Equality Act 2010 and meet the requirements of the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

The Equality Act 2010 cites 9 'Protected Characteristics'. These are age, disability, gender, gender reassignment, marriage and civil partnership. Pregnancy and maternity, race and ethnicity, religion and belief and sexual orientation.

The three needs of the Public Sector Equality Duty (the general duty) are as follows:

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

Specific duties

In line with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 the Scottish Ambulance Service has a duty to:

- Gather employee information and use it to support the delivery of the general duty
- Publish a statement on equal pay
- Gather and publish gender pay gap information

Employee information has been gathered (Workforce Equality Monitoring Report 2015 - 16) and this has been included in our mainstreaming report published in April 2017. [This can be found here](#), the [Workforce Equality Monitoring Report for 2014 - 15 can be found here](#).

In addition to gender, the specific duties require that the occupational segregation analysis and reporting consider the following;

- Gender: compares men vs women
- Disability: compares distribution of people who identify as disabled vs. those who identify as not disabled
- Race: compares distribution of persons who fall into a racial minority group and those who do not

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A summary of the specific duties can be found at Appendix 1.

This report provides the Scottish Ambulance Service Equal Pay Statement together with details of gender pay gap information and details on occupational segregation.

Further details of pay gap information will be published in April 2019.

The specific duties require that the Equal Pay Statement is reviewed, revised as appropriate and published again in 2021.

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4. Equal Pay Statement

The Scottish Ambulance Service full Equal Pay Statement can be seen at page 15.

Occupational segregation

Occupational segregation refers to the distribution of people defined by specific characteristics, for example, by disability, gender or race, into different types of work. Many factors influence this clustering effect including, gender norms and stereotypes; assumptions about men's and women's capabilities, preferences and skills; the culture associated with male dominated occupations and sectors; and access to training and development opportunities. Occupational segregation restricts choices for men and women and the jobs most likely to be done by women are those that are associated with low pay, and fewer opportunities to progress

Occupational segregation occurs both between and within economic sectors, and is typically described in two ways:

Horizontal segregation refers to the clustering of people, e.g. men and women, into different types of work. For example the majority of nurses are women, while men are more likely to work in facilities and maintenance roles within the NHS Scotland.

Vertical segregation refers to the clustering of people, e.g. men and women, into different levels of work. For example, a higher proportion of women work in lower pay bands, and a higher proportion of men work in senior management within the NHS Scotland..

Horizontal segregation

The Scottish Ambulance Service continues to employ more men than women. As at April 2016 the Service employed 38 per cent women (an increase from 28 per cent in 2005) and 62 per cent men. This is the converse of the rest of NHS Scotland which is predominantly female (79 per cent female staff as at 31 March 2016). Women are represented across all pay bands.

The Table at Appendix 2 shows the distribution of staff across salary pay bands and staff groups. The table at Appendix 3 illustrates the job roles included in the staff groups.

Staff groups most populated by women

Staff group	Percentage of women in group at 2013	Percentage of women in group at 2016
Ambulance Control Centre Accident & Emergency	64	67
Admin & Clerical	74	62
Ambulance Control Centre Patient Transport Service	88	72

The percentage of women working in admin and clerical and ambulance control for patient transport service has significantly reduced .Although there has been an increase in the percentage of women working in ambulance control for accident and emergency.

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Staff groups most populated by men

Staff group	Percentage of men in group at 2013	Percentage of men in group at 2016
Support Services	63	71
Patient Transport Service	67	66
Accident & Emergency	73	68
Managerial	76	67
Fleet	98	100

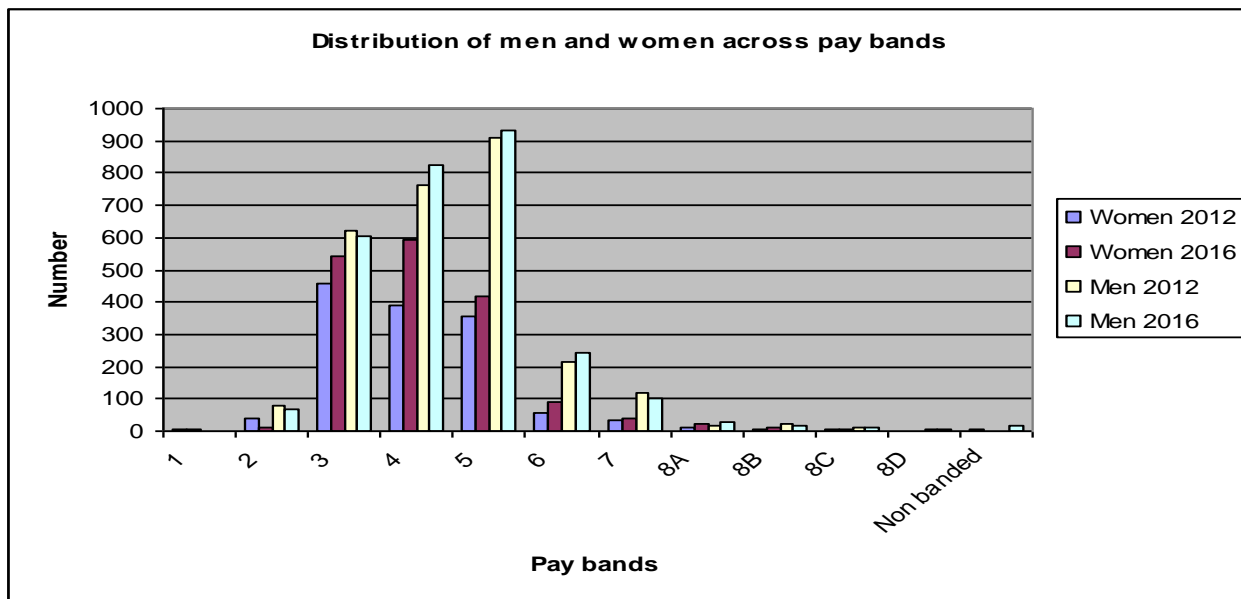
The percentage of men working in patient transport service, accident and emergency and managerial posts has slightly reduced, Whilst the percentage of men working in support service and fleet roles has increased.

Vertical segregation

The table below shows the number of women and men working across the different pay bands as at 1 April 2016 and includes the percentage of women and men within each band. Under Agenda for Change terms and conditions of employment the salary scales increase from band 1 up to band 9..

Band	Women	Percentage	Men	Percentage	Total
1	6	100	0		6
2	12	15	68	85	80
3	542	47	603	53	1145
4	592	42	827	58	1419
5	417	31	935	69	1352
6	92	28	242	72	334
7	40	20	102	80	142
8A	34	47	38	53	72
8B	12	40	18	60	30
8C	5	33	10	66	15
8D			7	100	7
Non Agenda for Change	3	50	3	50	6

The chart below illustrates the distribution of staff across all pay bands at 2012 and 2016.



Within salary pay bands 1-3, 45 per cent are women (42 per cent in 2012) and between salary pay bands 4 -5, 36 per cent are women (31 per cent in 2012)

It can be seen that significantly fewer women than men are employed in bands 6 - 8D. However we have seen an increase in the proportion of women working at this level from 22 per cent in 2012 to 32 per cent in 2016.

Of the executive team 50 per cent are women and 50 per cent are men.

The table below shows the number of women and men who work full-time / part-time across different age bands as at 1 April 2016.

Age band	Women		Men	
	Full-time	Part-time	Full-time	Part-time
16 - 25	88	5	96	3
26 - 30	144	14	146	6
31 - 35	128	41	164	5
36 - 40	207	77	241	26
41 - 45	265	88	404	17
46 - 50	279	53	465	23
51 - 55	174	36	561	29
56 - 60	98	21	369	49
61 - 65	14	112	147	55
> 65	3	5	22	22
Non AfC	2	1	3	
Totals	1402	353	2618	235
% of total	30	8	57	5

Of those staff between the ages of 16 - 40 working part-time, 77 per cent are women. This is largely due to caring responsibilities and the need to work flexibly. During 2015 -16 20 per cent of women returning to work after maternity leave reduced their hours from full time to part-time.

For those staff over the age of 55 there is a more even split where 52 per cent of those working part-time are women. The 61 - 65 age category has the highest number of men and women working part time.

The table below shows the number of women and men who work full-time and part-time across different salary pay bands as at 1 April 2016.

Salary pay band	Women		Men	
	Full-time	Part-time	Full-time	Part-time
1	1	5	0	0
2	6	6	35	33
3	356	186	517	86
4	535	57	785	42
5	353	64	872	63
6	66	26	238	4
7	39	1	95	7
8	44	7	73	0
Non AfC	2	1	3	0
Totals	1402	353	2618	235

The number of staff working part time has risen and represents 12.7 per cent of the workforce. (7.5 per cent in 2012) the majority of which are women (60 per cent). There are markedly fewer men and women working part-time employed in more senior roles at band 6 and above.

Occupational segregation by disability

As at 1 September 2016 1.9 per cent of the workforce had disclosed that they had a disability. The spread of disabled staff across staff groups and between the pay bands has been analysed. The number of disabled staff is very small and as such it is not possible to publish the detailed information as this might identify individuals.

Disabled staff are represented across pay bands 2 - 8 and across all departments other than Fleet. The majority (71 per cent) occupy posts within pay bands 3 - 5. Forty one per cent of disabled staff are employed in accident and emergency operations and the majority are men (80 per cent).

It is recognised that there is a gap in the self disclosure under disability and as at 1 April 2016 15.5 per cent of the workforce had either preferred not to provide this information or this information was unknown. Actions are being taken to address the level of self disclosure across all protected characteristics and details of these can be found in the Workforce Equality Monitoring Report 2015 - 16.

Occupational segregation by minority ethnic group

As at 1 September 2016 0.4 per cent of the workforce had disclosed that they were from a black or minority ethnic group. This included those from Asian, Asian Scottish, British Pakistani, Black/Black Scottish, British Chinese, British Indian and Mixed origin backgrounds. As numbers were

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small it was considered appropriate to aggregate these groups together. Of the 93 staff identifying as from a minority ethnic group, 73 were from other White / White Irish groups representing 78 per cent.

The spread of minority ethnic staff across staff groups and between pay bands has been analysed. The number of minority ethnic staff is very small and as such it is not possible to publish the detailed information as this might identify individuals.

Minority ethnic staff are represented across pay bands 3 - 8 and across all departments other than Fleet. The majority (76 per cent) occupy posts within pay bands 3 - 5 with the highest majority working within accident and emergency. Sixty four per cent of minority ethnic staff are men.

It is recognised that there is a gap in the self disclosure under race / ethnicity and as at 1 April 2016 19 per cent of the workforce had either preferred not to provide this information or this information was unknown. Actions are being taken to address the level of self disclosure across all protected characteristics and details of these can be found in the Workforce Equality Monitoring Report 2015 - 16.

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5. Gender pay gap

The percentage difference in pay requires an average hourly rate to be calculated excluding overtime (mean average). The table 1 below shows the overall average combined hourly pay rate per employee (£) across all categories of staff and bands. The majority of staff are on agenda for change terms and conditions of employment with the exception of the Senior Executive Cohort.

Tables 2 and 3 show the overall average hourly rate for comparison for 2014 and 2012 respectively.

Overall the percentage difference between women's and men's average hourly rate is 8 per cent. It is encouraging to see that this difference has steadily reduced from 10 per cent in 2012 when this figure was calculated for the first time. We have seen an increase in the number of women and men working part-time. It is recognised that the average hourly rate for women working part time is greater than the average hourly rate for men working part time. However this difference has decreased from 5 per cent in 2012 to 4 per cent in 2016.

The average hourly rate for men working full time is greater than the average hourly rate for women working full time. However it is encouraging to see that this difference has reduced from 9 per cent in 2012 to 7 per cent in 2016.

Table 1 - 2016

Female			Male			% Difference M:F		
PT	FT	All	PT	FT	All	PT	FT	All
12.87	14.31	14.05	12.33	15.38	15.18	-4%	+7%	+8%

Table 2 - 2014

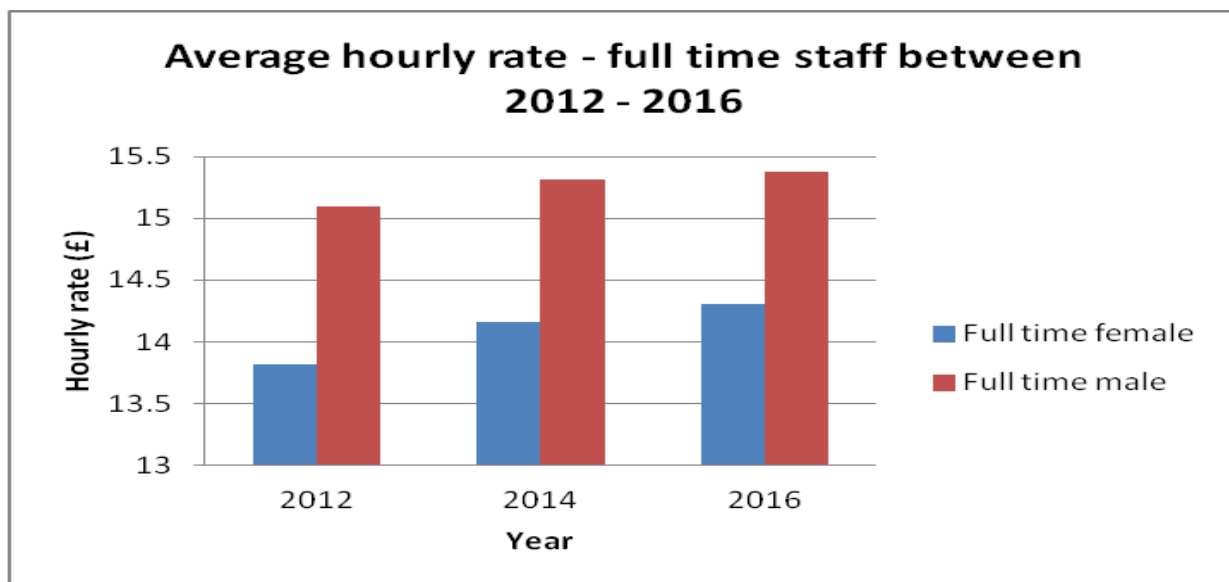
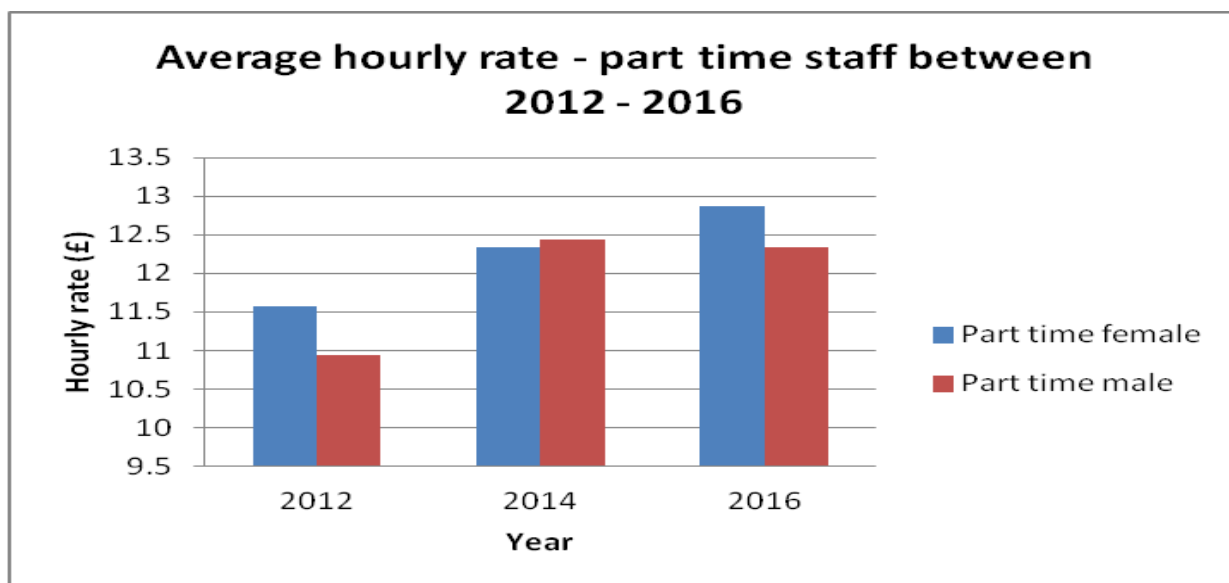
Female			Male			% Difference M:F		
PT	FT	All	PT	FT	All	PT	FT	All
12.33	14.16	13.84	12.43	15.31	15.13	+1%	+8%	+9%

Table 3 - 2012

Female			Male			% Difference M:F		
PT	FT	All	PT	FT	All	PT	FT	All
11.57	13.82	13.40	10.94	15.10	14.76	-5%	+9%	+10%

The gender pay gap can be explained by two factors. First, our staffing establishment - there are proportionately more men employed in senior posts attracting higher average hourly rates of pay. The second factor is one of timing and organisational structure. The majority of new recruits are operational staff joining the Service at salary bands 3 to 5. The majority of staff are male and most operational staff have significant service with the organisation. Therefore more men are employed at the top of these bands than women attracting a higher rate of pay.

The charts below illustrate the difference in the average hourly rate for men and women, for part time and full time staff and how these rates have changed between 2012 and 2016.



We have over the last few years begun to attract more women in to operational posts. Between April 2015 and March 2016, 45 per cent of new recruits were women (36 per cent between April 2011 and March 2012). During 2015 - 16 proportionately more women joined SAS (49 per cent of new recruits) and fewer left (35 per cent). Over time, we would expect to see them progress

through to Paramedic (band 5) and Team Leader (band 6) posts, as male recruits have done over the years.

Part-time staff have a lower average hourly rate than full-time staff – this is true of male and female staff although the difference is more marked with male staff. The hourly rate differential is partly explained by the fact that many more part-time staff work in bands 1 – 3 than in more senior grades. We would want to ensure that there are no barriers to progression caused by flexible working and this has been identified as an issue with steps being taken to promote understanding and access to flexible work patterns.

Comparisons can be made across other Health Boards for those staff groups on agenda for change pay and conditions of employment. Not all figures are available or disaggregated however looking at a small sample of the percentage differences published in 2015 the difference ranged between 3 - 21 per cent. In 2015 the Fire and Rescue Service reported a percentage difference of 11.3 for all staff and Police Scotland a difference of 4.3 per cent.

For the public sector overall, full-time and part-time pay gaps are lower than the national average whilst the private sector pay gap is higher for each group as illustrated below.

	Overall pay gap percentage	Full-time pay gap percentage	Part-time pay gap percentage
Public sector	12.1	7.3	26.8

Source Office of National Statistics 2016 - Annual Survey of Hours and Earnings Table 25.6

The table below illustrates the gender pay gap for part-time and full-time staff across staff groups. It is interesting to note that the gap for all groups with the exception of admin and clerical falls below the 8 per cent difference between men and women's average hourly pay for SAS overall.

The pay gap percentage difference for the admin and clerical group is 19 per cent, that is the average hourly rate for men is higher than that for women. The staff in this group represent 5 per cent of the total staff compared with operational groups where the percentage is between 9 per cent (Ambulance Control staff) and 60 per cent (Accident & Emergency staff). The percentage difference in the pay gap for the admin and clerical staff group can be explained by the greater span of salary bands covering band 2 to band 8B and therefore a broader range of salary levels compared with Patient Transport Service staff group for example which covers salary bands 2 – 4. Sixty two per cent of staff in this group are women. This difference will be closely monitored to identify any trends going forward which warrant further investigation.

Female			Male			% Difference M:F		
PT	FT	All	PT	FT	All	PT	FT	All

Accident & Emergency Crew								
15.71	14.87	14.94	14.90	15.94	15.90	-5%	+7%	+6%
Patient Transport Service Crew								
10.65	10.49	10.54	10.53	10.36	10.40	-1%	-1%	-1%
Ambulance Control A & E								
14.23	14.06	14.10	13.05	14.71	14.64	-8%	+5%	+4%
Ambulance Control PTS								
10.16	9.86	10.00	10.23	9.98	10.04	+1%	+1%	+0%
Fleet								
				13.22	13.21			
Support Services								
8.25		8.40	8.80	8.73	8.76	+7%		+4%
Admin & Clerical								
11.99	11.87	11.90	14.18	14.18	14.18	+18%	+19%	+19%
Managerial								
25.42	23.28	23.40	20.91	23.83	23.78	-18%	+2%	+2%

6. Positive action to enhance attraction, development and retention of under-represented groups

Glasgow Centre for Inclusive Living

NHS Chief Executives supported the establishment of the Glasgow Centre for Inclusive Living Equality Academy's Professional Careers Programme within NHS Scotland Boards. This work builds on and expands upon the successful existing partnership arrangement with the Golden Jubilee National Hospital. The overall aim of this programme is for NHSS to provide a two year employment opportunity for disabled graduates by providing them with a challenging and rewarding experience of employment and to help set them up for a long-term sustainable career.

Disability symbol 'Positive about disabled people'

In recognition of our commitment to equality and diversity, the Scottish Ambulance Service has agreed to take action to meet five commitments regarding the employment, retention, training and career development of staff with a disability.

The five commitments are:

- To interview all disabled candidates who meet the minimum criteria for a job vacancy and consider them on their abilities.
- To ensure there is a mechanism in place to discuss with disabled employees what can be done to make sure they can develop and use their abilities. Discussions may take place any time, and will take place once a year.
- To make very effort when employees become disabled to make sure they stay in employment.
- To take action to ensure that all employees develop the appropriate level of disability awareness needed to make these commitments work.
- To review these commitments and what has been achieved annually and to plan ways to improve them.

Modern Apprenticeships

IN 2014, the then Cabinet Secretary for Health and Wellbeing announced that 500 new Modern Apprentices (MA) will be recruited to NHS Scotland over a three year period.

Each NHS Health Board has a target set by Scottish Government and the target for SAS is 15 MA in place by July 2017. MA can be offered in any sector of a business and there are 85 MA frameworks in Scotland with three components: a relevant SVQ qualification; core skills and industry specific training. SAS has previously had 2 Modern Apprentices employed in the Fleet department. Work is underway to plan where MA will be recruited across SAS. Consideration will be given as to how we can use MA to expand job and career opportunities for young people in a way that tackles occupational segregation by placing young men and women into roles where there has been under-representation.

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Flexible working

The percentage of staff working on a part-time basis has increased to 12.7 per cent (7.5 per cent in 2012) the majority of which are women (60 per cent). There are markedly fewer men and women working part-time employed in more senior roles at band 6 and above. We recognise the need to enable our staff to work flexibly. This is particularly important for female staff who have a disproportionate responsibility for care. Having a flexible approach to quality part-time working options results in women being employed at the right level to utilise their skills, qualifications and experience.

Remuneration Committee

The Scottish Ambulance Service Remuneration Committee meets twice per year. The Committee ensures the application and implementation of fair and equitable pay systems on behalf of the Board, as determined by Ministers and the Scottish Government. The Remuneration Committee may also consider additional confidential remuneration related matters on behalf of the Board.

Pension provisions and retirement

Staff have access to the pension provisions and retirement section on the HR pages on the intranet. Details can be found here relating to pension contributions, how to obtain estimates of pensions and benefits and how to book on a retirement course. Retirement courses are run 4 times a year and HR teams promote details of these locally.

It is recognised that women save significantly less than men towards pensions, are less likely to understand pension products and a high proportion do not know how much to save for a comfortable retirement (Source: research by Fawcett Society & Scottish Widows)

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Equal Pay Statement

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Equality Act 2010 Specific Duty - Equal Pay Statement

This statement has been agreed in partnership and will be reviewed on a regular basis by the Scottish Ambulance Service National Partnership Forum and the Staff Governance and Remuneration Committee.

The Scottish Ambulance Service is committed to the principles of equality of opportunity in employment and believes in the principle that staff should receive equal pay for the same or broadly similar work, or work rated as equivalent and for work of equal value, regardless of their age, disability, ethnicity or race, gender reassignment, marital or civil partnership status, pregnancy and maternity, political beliefs, religion or belief, sex or sexual orientation.

The Scottish Ambulance Service understands that the right to equal pay between women and men is a legal right under both domestic and European Law. In addition, the Equality Act 2010 (Specific Duties)(Scotland) Regulations 2012 require the Scottish Ambulance Service to take the following steps:

- Publish gender pay gap information by 30 April 2017
- Publish a statement on equal pay between men and women by 30 April 2013, and to include the protected characteristics of race and disability in the second and subsequent statements from 2017 onwards.

It is good practice and reflects the values of the Scottish Ambulance Service that pay is awarded fairly and equitably.

The Scottish Ambulance Service recognises that in order to achieve equal pay for employees doing the same or broadly similar work, work rated as equivalent, or work of equal value, it should operate pay systems which are transparent, based on objective criteria and free from unlawful bias.

In line with the General Duty of the Equality Act 2010, our objectives are to:

- Eliminate unfair, unjust or unlawful practices and other discrimination that impact on pay equality
- Promote equality of opportunity and the principles of equal pay throughout the workforce.
- Promote good relations between people sharing different protected characteristics and those who do not in the implementation of equal pay

We will:

- Review this policy, statement and action points with trades unions and professional organisations as appropriate, every 2 years and provide a formal report within 4 years;
- Ensure there are communication systems in place to inform employees as to how pay practices work and how their own pay is determined;
- Provide training and guidance for managers and for those involved in making decisions about pay and benefits and grading decisions to ensure consistent and fair practice;
- Examine our existing and future pay practices for all our employees, including part-time workers, those on fixed term contracts or contracts of unspecified duration, and those on pregnancy, maternity or other authorised leave;

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- Undertake regular monitoring of the impact of our practices in line with the requirements of the Equality Act 2010;
- Consider, and where appropriate, undertake a planned programme of equal pay reviews in line with guidance to be developed in partnership with the workforce and Trades Union Representatives.

The breakdown of staff by category and band can be seen at Appendix 2.

Responsibility for implementing this policy is held by the Scottish Ambulance Service Chief Executive with the Director of Human Resources and Organisational Development having lead responsibility for the delivery of this policy.

If a member of staff wishes to raise a concern at a formal level within the Scottish Ambulance Service relating to equal pay, the Grievance Policy is available for their use

National terms and conditions:

The Scottish Ambulance Service employs staff on nationally negotiated and agreed NHS contracts of employment which includes provision on pay, pay progression and terms and conditions of employment. These include National Health Service Agenda for Change Contract Terms & Conditions of employment and NHS Consultant contracts of employment. Some staff are employed on NHS Scotland Executive contracts of employment which are evaluated using national grading policies with prescribed pay ranges and terms and conditions of employment.

Staff Governance Standard:

NHS Scotland Boards work within a Staff Governance Standard which is underpinned by statute. the Staff Governance Standard sets out what each NHSS employer must achieve in order to continuously improve in relation to the fair and effective management of staff.

The Standard requires all NHS Boards to demonstrate that staff are :

- well informed;
- appropriately trained and developed;
- involved in decisions;
- treated fairly and consistently with dignity and respect, in an environment where diversity is valued; and
- provided with continuously improving and safe working environment, promoting the health and wellbeing of staff, patients and the wider community.

Delivering equal pay is integrally linked o the aims of the Staff Governance Standard.

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Next steps

We said in our equal pay statement and gender pay gap report in 2013 that we would take a number of steps. This is what we did, the results and what we plan to do next.

1. Continue to monitor the salary spine point allocated to new employees to ensure this is consistently applied. Annual check to be carried out in April each year		
Actions	Results	Next steps
This information has been monitored through the payroll system.	Requests to place new starters on higher salary spine points at the commencement of employment are made for men and women. There is no disproportionate application of this process.	Continue to monitor this annually.
2. Conduct an analysis of applicants for vacancies where there has traditionally been under-representation of men or women. Identify any emerging barriers and actions / initiatives to support an increased number of applicants including men and women for all posts.		
Actions	Results	Next steps
A high level analysis of the gender split of applicants for vacancies was conducted to identify the difference in profile for those applying for vacancies in operational, management and admin and clerical posts	A higher proportion of applications were received from men for operational and managerial roles with more applications from women for admin and clerical roles. Under- representation of women was greatest for management roles where 29 per cent of applications were from women. Overall more women are applying for posts and between April 2015 - March 2016 these accounted for 45 per cent of all applicants.	<ul style="list-style-type: none"> - Conduct a more detailed analysis of applications for posts to identify where there is most under-representation of men and women - Through discussions with staff groups identify any actions to be taken to eliminate barriers - Review recruitment literature to identify if there are ways of promoting roles more specifically for men and women
At careers fairs and	We have seen an increase in	- Monitor applications from

community engagement events we have been able to highlight the broad range of roles within SAS, entry requirements and details of training provided.	interest in joining SAS particularly from younger people, women those from minority ethnic communities.	young people and women - Continue to promote SAS at careers fairs and engagement events targeting young people, people who are disabled and those from minority ethnic communities.
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3. Monitor and review access to career development opportunities and in particular identify whether there are particular barriers to progression for part-time staff.

Actions	Results	Next steps
A staff survey on working flexibly was used to identify barriers particularly for part-time staff	Key barriers identified included inconsistent application of flexible working policy, concerns relating to losing a rostered position if taking up flexible working options, operational requirements and development opportunities.	A number of actions are being taken forward including; - communication and training for managers around the flexible working policy and accessing training and development opportunities - the flexible working policy will be reviewed and revised by end 2016 - flexible working applications will be logged centrally to enable better analysis / trends to be identified - flexible working options to be advertised through recruitment

4. Identify the percentage difference in average hourly rate between men and women including overtime in order to establish any disproportionate use of overtime.

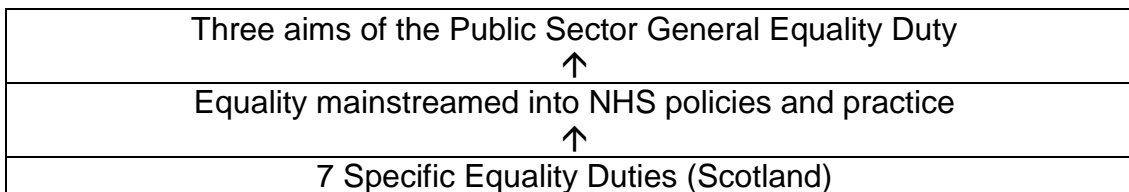
Actions	Results	Next steps
The difference was calculated in May 2013	There was a difference of 10 per cent - this was the same as the calculation excluding overtime.	

We will move from the 'Positive about disabled' initiative to being a 'Disability Confident' employer. In 2017 we will self assess our progress against the Disability Confident standard for the first time and we will take steps to ensure we meet the standard going forward.

We will make links with NHS Lanarkshire to establish ways in which we can support Project Search which helps young people with learning disabilities gain work experience with the ultimate aim of assisting them to secure employment.

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Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012



Under the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, we are required to comply with the following duties;

- Report progress on mainstreaming the public sector equality duty
- Publish equality outcomes and report progress
- Assess and review policies and practices (impact assessment)
- Gather and use employee information
- Publish a statement on equal pay
- Consider award criteria and conditions in relation to public procurement
- Publish in a manner that is accessible

Staff in post by category and salary band as at November 2016

Appendix 2

Band	Accident & Emergency crew		Patient Transport Service crew		Ambulance Control Centre A & E		Ambulance Control Centre PTS		Fleet		Support Services		Admin & Clerical		Managerial	
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
1																
2	1	2	8	44						27	10	24	4			
3	63	123	234	432	74	26	81	30		8			67	16		
4	454	759	18	20	77	34	8	4		3			39	12		
5	321	796			25	23				82			24	36		
6	49	202			15	10				1			20	28		
7															42	102
8A															24	30
8B															11	21
8C															6	10
8D																7
Total	888	1882	260	496	191	93	89	34		121	10	24	154	92	83	170
Total by %	32	68	34	66	67	33	72	28		100	29	71	62	38	33	67
Total F & M	2770		756		284		123		121		34		246		253	

Non Agenda for Change

Executives	
F	M
3	3

It should be noted that individuals will be included twice if they have worked both part-time and full-time during the year (2015 - Nov 2016)

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Appendix 3

Staff groups

Staff group	Categories included
Accident and Emergency crew	Technicians, Paramedics, Urgent Tier, Special Operations Response Teams (A & E), Auxiliaries
Patient Transport Service crew	Ambulance Care Assistants, Special Operations Response Teams (PTS)
Ambulance Control Centre - A & E	Call Takers, Dispatchers, Clinical Advisors
Ambulance Control Centre - PTS	Call Takers, Supervisors
Fleet	All non admin and clerical workshop staff up to band 6
Support Services	IT support including support assistants, domestics, estates
Admin and clerical	All admin and clerical staff not covered by another category, HR Advisors
Managerial	General Managers, all band 7 and above (excluding Area Service Managers)

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