

Monmouthshire County Council

People Services

Equality Impact Assessment for the 2019 Pay Spine

1 Purpose of Report

- 1.1 As part of the two year National pay award the second year (2019) sees a change in the structure of the Local Government Pay Spine.
- 1.2 The reason behind this is to align the National Joint Council for Local Government Services (NJC) pay spine with the National Living Wage in so doing the NJC have added new spinal column points (SCP) and removed others at the lower end of the pay spine at the same time renumbering the spine. With the importance of equal pay within the public sector and across the economy as a whole, it is essential that whenever such a fundamental change is undertaken, the proposed outcomes are subject to a gender impact assessment. This is also recognised by the NJC in the notes attached to the new pay spine.
- 1.3 The purpose of this report is therefore to assess the gender impact specifically, arising from the Councils implementation.
- 1.4 The report is based on a data set in June 2018.

2 Scope of Report

- 2.1 The New pay spine affects the majority of the overall workforce including all employees who are employed under the terms of the 1997 national agreement for Local Government Services. This includes all NJC employees who are currently paid between spinal column points 5 and 57.
- 2.2 The report is based on proposals developed locally. The analyses included within this report are based on the details of 3820 employees undertaking 966 discreet jobs, (based on job titles although in practise this is actually less). Vacant posts have not been included in the analysis for this report although the analysis does include all non permanent employees which account for 855 jobs.

3 Composition of the Workforce

- 3.1 In terms of considering the equality impact of the proposed structure, it is important to understand the current composition of the workforce. Based on the table below it is evident that the workforce is predominantly female accounting for 75.05% of all NJC employees with a significant proportion of them being in part time employment.
- 3.2 The largest proportion of employees is in Children and young People mainly school based employees and Social Care. The gender composition of the workforce should be considered when reviewing the statistical analysis contained in the statistical section of the report.

Directorate	Total Employees	Male	Female	Male		Female	
				Full Time	Part Time	Full Time	Part Time
Chief Executives units (inc Operations)	627	367	260	293	74	50	210
Children and Young People (inc Schools)	1278	122	1156	31	91	89	1076
Enterprise	867	294	573	90	204	105	468
Resources	138	38	100	28	10	53	47
Social Care and Health	910	132	778	56	76	171	607
Grand Total	3820	953	2867	498	455	468	2399
% of Gender				52.26%	47.74%	16.32%	83.68%
% of Overall Workforce		24.95%	75.05%	13.04%	11.91%	12.25%	62.80%

4 Job Evaluation

- 4.1 The Council already uses the computerised version of the GLPC job evaluation scheme, which is a factor based analytical scheme since the introduction of Single Status in 2011. The introduction of the new pay spine in 2019 does not affect its use as the Council is not looking to review the number of grades or boundary points of those grades, merely to implement the nationally agreed pay spine.
- 4.2 For completeness the following table lists the factors that are included in the GLPC scheme which exist to a greater or lesser extent in all jobs.

Factor	Levels	Points per level	Weighting %
Knowledge	8	32	16.3
Creativity and Innovation	7	12	7.8
Contacts and Relationships	8	18	7.8
Decisions – Discretion	6	16	6.5
Decisions – Consequences	5	12	10.4
Resources	5	10	5.0
Working Environment – Work Demands	5	8	5.0
Working Environment – Physical Demands	4	6	5.0
Working Environment – Working Conditions	4	6	7.8
Working Environment – Work Context	4	8	7.8
Supervision / Management of people	7	See matrix below	7.8

Supervision/ management of people - Points matrix by factor level

Factor level	Up to 5 Staff	6-15 Staff	16-49 Staff	50+ Staff
1*	16			
2*	28	34		
3*	46	52	58	
4*	58	64	70	76
5*	64	70	76	82
6		82	88	94
7			94	100

*An additional six points for dispersal is awarded where applicable

4.4 The score distribution across evaluated roles within the Council are typical of other councils in the application of the scheme.

5 Proposed Pay and Grading Structure

5.1 The principal features of the current pay structure are as follows:

- Thirteen grades of 5 increments.
- It applies to all employees within the NJC for Local Government Services.
- The grade lines are set between 38 and 53 points to group similar jobs and scores together to form appropriate grades.
- The pay spine has been developed using the national pay spine as amended locally beyond SCP 49.
- All grades are abutted and there are no overlapping points.

5.2 The proposed pay structure is shown in the tables below. This structure uses a mix of abutted points as per previous structure and implemented in 2011 and adjoining points for Bands D and E. This is as a result of assimilating the new SCPs whilst keeping within the 13 band structure, there is a risk with all abutted grades, however, this risk is considered to be small and meets organisational requirements and has been in place since 2011. The proposed does see a change from the previous grades of 5 incremental points to a mix of incremental points at the lower end of the pay spine again as a direct assimilation of the new National Pay Spine.

Table 3. Proposed Pay and Grading Structure							Increments	
Grade	Minimum Score	Maximum Score	Minimum SCP	Minimum Salary	Maximum SCP	Maximum Salary	Points	Steps
Band A		225	1	£17,364	3	£18,065	3	2
Band B	226	265	3	£18,065	5	£18,795	3	2
Band C	266	315	5	£18,795	8	£19,945	4	3
Band D	316	368	9	£20,344	13	£22,021	5	4
Band E	369	409	14	£22,462	18	£24,313	5	4
Band F	410	453	19	£24,799	23	£26,999	5	4
Band G	454	492	23	£26,999	27	£30,507	5	4
Band H	493	532	27	£30,507	31	£33,799	5	4
Band I	533	581	31	£33,799	35	£37,849	5	4
Band J	582	630	35	£37,849	39	£41,675	5	4
Band K	631	674	39	£41,675	43	£45,591	5	4
Band L	675	712	43	£45,591	47	£49,489	5	4
Band M	713	-----	47	£49,489	51	£53,718	5	4

5.3 Incremental progression will continue on an annual basis within MCC and under the structure will take an employee a maximum of 5 years to reach the top of the grade which is at the boundary of the recommended timeframe for service related pay structures.

The following table shows the distribution of increments within each of the proposed grades based on the NJC pay scales as at April 2019.

Grade	Increments and values				
	1	2	3	4	5
Band A	£17,364	£17,711	£18,065		
Band B	£18,065	£18,426	£18,795		
Band C	£18,795	£19,171	£19,554	£19,945	
Band D	£20,344	£20,751	£21,166	£21,589	£22,021
Band E	£22,462	£22,911	£23,369	£23,836	£24,313
Band F	£24,799	£25,295	£25,801	£26,317	£26,999
Band G	£26,999	£27,905	£28,785	£29,636	£30,507
Band H	£30,507	£31,371	£32,029	£32,878	£33,799
Band I	£33,799	£34,788	£35,934	£36,876	£37,849
Band J	£37,849	£38,813	£39,782	£40,760	£41,675
Band K	£41,675	£42,683	£43,662	£44,632	£45,591
Band L	£45,591	£46,594	£47,561	£48,543	£49,489
Band M	£49,489	£50,546	£51,604	£52,661	£53,718

5.4 In terms of the proposed structure, the number of grades has not changed therefore, the grade attached to an individual job is linked to a consistent job evaluation outcome as opposed to a range of grades being applied to any one job.

5.5 Table 5 illustrates the allocation of jobs and job holders to the proposed grade. The distribution of jobs is typical of that seen in most councils.

Table 5 - Distribution of Jobs and Job Holders - Summary				
Proposed Grade	Job Count	% of Total Jobs	Job Holders	% of Total Job Holders
Band A	55	5.38	191	5.00
Band B	52	5.09	625	16.36
Band C	94	9.20	530	13.87
Band D	194	18.98	1088	28.48
Band E	145	14.19	505	13.22
Band F	122	11.94	341	8.93
Band G	84	8.22	118	3.09
Band H	64	6.26	82	2.18
Band I	83	8.12	169	4.42
Band J	62	6.06	91	2.38
Band K	38	3.72	50	1.31
Band L	19	1.86	19	0.50
Band M	10	0.98	11	0.29
Total	1022	100.00	3820	100.00

5.6 Table 6 illustrates the allocation of male and female job holders by proposed grade. It can be seen that the overall distribution of job holders is similar to that for the workforce as a whole. However, the distribution of female job holders is concentrated at the lower end of the grading structure and are concentrated in a relatively small number of traditionally female dominated roles. Once again this is typical of the distribution of gender specific roles in local government,

Table 6 - Distribution of Male and Female by Grade						
Proposed Grade	Male	Male %	Female	Female %	Total Employees	Total Employees %
Band A	20	2.10	171	5.96	191	5.00
Band B	69	7.24	556	19.39	625	16.36
Band C	185	19.41	345	12.03	530	13.87
Band D	247	25.92	841	29.33	1088	28.48

Band E	105	11.02	400	13.95	505	13.22
Band F	110	11.54	231	8.06	341	8.93
Band G	49	5.14	69	2.41	118	3.09
Band H	45	4.72	37	1.29	82	2.15
Band I	48	5.04	121	4.22	169	4.42
Band J	39	4.09	52	1.81	91	2.38
Band K	21	2.20	29	1.01	50	1.31
Band L	12	1.26	7	0.24	19	0.50
Band M	3	0.31	8	0.28	11	0.29
TOTAL	953	100.00	2867	100.00	3820	100.00

6 Assimilation

6.1 There are two options provided to implement the new pay spine

- Assimilate and then increment
- Increment and then assimilate

Both are valid options to bring employees onto the new pay spine, the council chooses to adopt the second option. Either of these options have no gender impact.

7 Allowances and Working Arrangement

7.1 The change of the pay spine is separate to any local negotiations the Council may have in regards to additions to salary or supplements. Therefore this EIA does not look into these as they remain unaffected. The only payment that is linked to national pay bargaining is the Standby rate this has been increased in the 2019 pay award to £29.03 per session.

8 Gender Pay Gap

8.1 The Gender Pay Gap is not incorporated into this analysis as it only reflects the basic national salaries not overall pay. The Council has undertaken a Gender Pay Gap review and this has been published.

9 Summary of Conclusions

9.1 The principal outcomes of the Equality Impact Assessment can be summarised as follows;

Job Evaluation

9.2 The Council applies an appropriate factor based scheme which was developed specifically for local government and has been in place since 'Single Status' was implemented, all new posts within the scope of the NJC have to be evaluated. The implementation of the 2019 pay spine does not affect the Councils job evaluation process.

Pay and Grading Structure

9.3 The proposed pay and grading structure is typical of those within local government. The principal features are as follows;

- Thirteen grades of 3, 4 and 5 increments.
- The proposed grading structure applies to all employees within the NJC for Local Government Services.
- The proposed grade lines have been set between 38 and 53 points to group similar jobs and scores together to form appropriate grades (no change).
- The pay spine has been developed using the agreed national pay spine as amended locally to the new SCP 51.
- The majority of grades have not changed it is only Bands A to E that are affected by the new pay spine.
- There are now a mix of abutted and adjoining grades.

The overall distribution of jobs and job holders is typical but clearly shows a significant number of female employees are in lower graded roles. The Council should consider ways in which it can encourage female employees into non traditional roles.

9.4 As stated previously in this report, the new pay spine replaces the existing spine as of 1st April 2009. The Council has not looked to review the evaluation process, number of grades or boundary lines and as such the effect of the assimilating to the new pay spine is gender neutral.