

Equality Impact Assessment (supporting guidance available)

Action Plan

This section is completed at the end of the Equality Impact Assessment. Due to the importance of embedding equality in SQA through our actions the Action Plan will be the focus and record of ongoing actions.

| | | | |
|------------------------------------|--------------------|--|--|
| Agreed Schedule Review Date | By May 2023 | Additional Schedule Review Date | |
|------------------------------------|--------------------|--|--|

| | |
|---|---|
| Name of Policy or practice | Pay Award 2022-23 |
| New Policy or Revision | New |
| Name of Policy Owner | People Reward & Equalities Manager |
| Date Policy Owner Confirmed Completion | 28 October 2022 (backdated to 1/4/2022) |

Explain how you will monitor and record the actual impact on equality groups, including how the evidence can be revisited to measure the actual impact.

Equality Impact Assessment – 2022-23 Pay Award V1.0

| Identified Actions | General Equality Duty | Owner | Date | Comment & Review |
|---|--|--|-----------------------------|------------------|
| <p>Age SQA will undertake an analysis of pay by age to determine if there are any disproportionate trends or risks of discrimination for this protected characteristic. Once the outcome of this review is known, the organisation will determine any relevant actions required to eliminate or mitigate any adverse impact this policy may have on employees of different ages.</p> | <p>Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</p> | <p>People Reward & Equalities Manager</p> | <p>By April 2023</p> | |
| <p>Disability SQA will continue to report the disability pay gap and investigate any discrepancies and trends which may demonstrate any potential barriers in relation to disability. Where a pay gap of greater than 5% exists SQA will conduct in-depth analysis to determine the reason for the gap.</p> | <p>Advance Equality of Opportunity</p> | <p>People Reward & Equalities Manager</p> | <p>Annually</p> | |

Equality Impact Assessment – 2022-23 Pay Award V1.0

| | | | | |
|---|--|--|------------------------|--|
| <p>Race SQA will continue to report the ethnicity pay gap and investigate any discrepancies and trends which may demonstrate any potential barriers in relation to ethnicity. Where a pay gap of greater than 5% exists SQA will conduct in-depth analysis to determine the reason for the gap.</p> | <p>Advance equality of opportunity</p> | <p>People Reward & Equalities Manager</p> | <p>Annually</p> | |
| <p>Sex SQA will continue to report the gender pay gap and investigate any discrepancies and trends which may demonstrate any potential barriers in relation to sex of employees. Where a pay gap of greater than 5% exists SQA will conduct in-depth analysis to determine the reason for the gap.</p> | <p>Advance equality of opportunity</p> | <p>People Reward & Equalities Manager</p> | <p>Annually</p> | |

Policy Aims

What is the rationale for this policy or practice?

The 2022-23 pay award aims to follow the principles outlined within Scottish Government Public Sector Pay Policy 2022-23 setting pay increases in a way that is fair, progressive, restorative, protects the lower paid by providing a minimum income guarantee and protects jobs.

What evidence is there to support the implementation or development of this policy or practice?

Public Sector Pay:

“While over half of all Scottish employees earn under £25,000 there is a significant difference between private and public sector workers with the majority being in the private sector. The proportion in the public sector earning below £25,000 is around a third compared with more than half in the private sector. The lower proportion in the public sector can partly be attributed to the positive action taken in the pay policy in recent years of targeting higher increases for the lowest earners.

Overall, nearly four-fifths of Scottish employees earn below a full-time equivalent salary of £40,000. There are a higher proportion of private sector employees earning below the £40,000 threshold (81 per cent compared with 71 per cent in the public sector). This in part will be accounted for by the maximum of the main grade teacher scale being above this threshold and the majority of teachers being on the maximum. Almost half of employees covered by the pay policy have a fulltime equivalent salary of between £25,000 and £40,000, compared with around 36 per cent across the public sector as a whole and 27 per cent in the private sector.”

Source: <https://www.gov.scot/binaries/content/documents/govscot/publications/impact-assessment/2021/12/public-sector-pay-policy-2022-2023-equality-impact-assessment/documents/public-sector-pay-policy-2022-23-equality-impact-assessment-results/public-sector-pay-policy-2022-23-equality-impact-assessment-results/govscot%3Adocument/public-sector-pay-policy-2022-23-equality-impact-assessment-results.pdf>

Pay Data Statistics – Sex:

It is noted that a higher proportion of part-time employees are among the lower paid staff, and they are more likely to be women. While over 30 per cent of all public sector employees work part-time nearly 90 per cent are women. However, the proportion of employees working part-time in public bodies directly covered by the pay policy is lower than the wider public sector. Around 20 per cent of employees work part-time and of those part-time employees around three quarters are women. As there is a higher proportion of female part-time employees with a full-time equivalent salary of £25,000 or below this means women are more likely to have a lower take-home pay.

Source: <https://www.gov.scot/binaries/content/documents/govscot/publications/impact-assessment/2021/12/public-sector-pay-policy-2022-2023-equality-impact-assessment/documents/public-sector-pay-policy-2022-23-equality-impact-assessment-results/public-sector-pay-policy-2022-23-equality-impact-assessment-results/govscot%3Adocument/public-sector-pay-policy-2022-23-equality-impact-assessment-results.pdf>

According to ONS statistics, among all employees, the gender pay gap in 2021 is 15.4%.

The gender pay gap is higher for all employees than it is for full-time employees or part-time employees. This is because women fill more part-time jobs, which in comparison with full-time jobs have lower hourly median pay.

Source: <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2021>

The Resolution Foundation reports that 57% of low paid employees in 2020 were women.

Pay Data Statistics –Age:

Analysis indicates there are higher proportions of women, those with a disability, from a minority ethnic background and younger employees earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.

Source: <https://www.gov.scot/binaries/content/documents/govscot/publications/impact-assessment/2021/12/public-sector-pay-policy-2022-2023-equality-impact-assessment/documents/public-sector-pay-policy-2022-23-equality-impact-assessment-results/public-sector-pay-policy-2022-23-equality-impact-assessment-results/govscot%3Adocument/public-sector-pay-policy-2022-23-equality-impact-assessment-results.pdf>

It is likely that some of those working part-time are older employees and may do so to cover care duties however there may also be some who choose to reduce their hours for phased retirement or to pursue other life choices.

Source: <https://www.gov.scot/binaries/content/documents/govscot/publications/impact-assessment/2021/12/public-sector-pay-policy-2022-2023-equality-impact-assessment/documents/public-sector-pay-policy-2022-23-equality-impact-assessment-results/public-sector-pay-policy-2022-23-equality-impact-assessment-results/govscot%3Adocument/public-sector-pay-policy-2022-23-equality-impact-assessment-results.pdf>

Pay Data Statistics – Disability:

Analysis indicates there are higher proportions of women, those with a disability, from a minority ethnic background and younger employees earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.

Source: <https://www.gov.scot/binaries/content/documents/govscot/publications/impact-assessment/2021/12/public-sector-pay-policy-2022-2023-equality-impact-assessment/documents/public-sector-pay-policy-2022-23-equality-impact-assessment-results/public-sector-pay-policy-2022-23-equality-impact-assessment-results/govscot%3Adocument/public-sector-pay-policy-2022-23-equality-impact-assessment-results.pdf>

According to ONS the disability pay gap, the gap between median pay for disabled employees and non-disabled employees, was 13.8% in 2021.

Source:

<https://www.ons.gov.uk/peoplepopulationandcommunity/healthandsocialcare/disability/articles/disabilitypaygapsintheuk/2021#:~:text=The%20disability%20pay%20gap%2C%20the,less%20than%20non%2Ddisabled%20employees.>

Pay Data Statistics – Race and Ethnicity:

Analysis indicates there are higher proportions of women, those with a disability, from a minority ethnic background and younger employees earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.

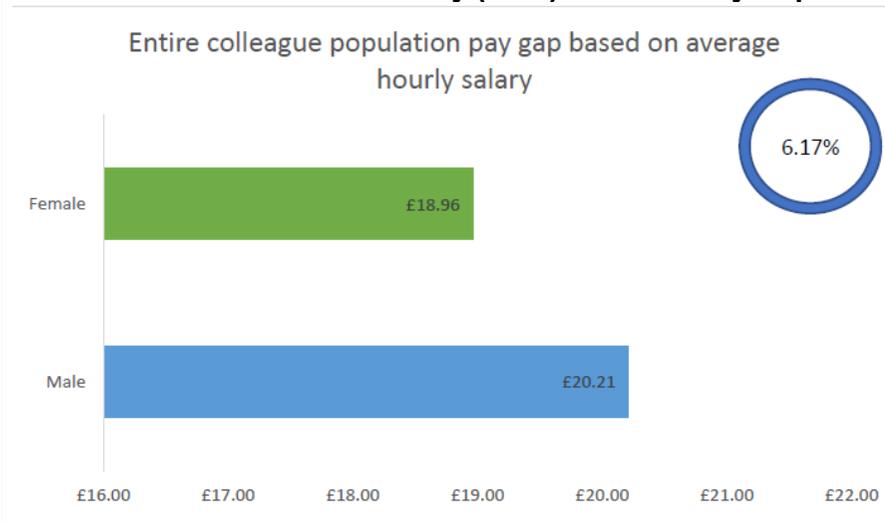
Source: <https://www.gov.scot/binaries/content/documents/govscot/publications/impact-assessment/2021/12/public-sector-pay-policy-2022-2023-equality-impact-assessment/documents/public-sector-pay-policy-2022-23-equality-impact-assessment-results/public-sector-pay-policy-2022-23-equality-impact-assessment-results/govscot%3Adocument/public-sector-pay-policy-2022-23-equality-impact-assessment-results.pdf>

The ethnicity pay gap in Scotland, in 2019 was 10.3% according to ONS.

Source:

<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/articles/ethnicitypaygapsingreatbritain/2019#pay-gaps-by-region>

Scottish Qualifications Authority (SQA) - Gender Pay Gap Statistics:



The graph above illustrates SQA's entire colleague population pay gap based on average hourly salary.

Source: SQA Equality Mainstreaming Report 2019 – 2021

https://www.sqa.org.uk/sqa/files_ccc/sqa-equality-mainstreaming-report-2019-21.pdf

The overall gender pay gap has increased by 2.47% since the previous Equality Mainstreaming Report published in 2019. However, there has been a 0.80% decrease in the overall gender pay gap from the 2020 internally published equal pay audit. The average female hourly salary is £18.96, and the average male hourly salary is £20.21.

SQA's pay gap between male and female salaries can be explained by the fact that there are proportionately more female colleagues at the lower grades within SQA. However, as the gender pay gap has widened since the last Equality Mainstreaming Report was published, we have explored the reasons for the increase. Last year, we began including additional salary components to provide a more accurate reflection of colleagues' annual earnings based on the Advisory, Conciliation and Arbitration Service (ACAS) and the UK Government Equalities Office guidance on gender pay gap reporting, i.e., allowances including market supplement payments. Most market supplement payments are within the Business Systems (IT) area of SQA, which has a higher male population (68.2%). However, we still have a higher percentage of females, 31.8%, working in technology roles than the proportion of technology roles held by women in Scotland overall, which stands at 23% according to Scotland's Digital Technologies: Summary Report 2019 published by Skills Development Scotland.

In the most recent equal pay audit, yet to be published, the gender pay gap has decreased further to 5.6%.

Scottish Qualifications Authority (SQA) - Disability Pay Gap Statistics:



The graph above illustrates SQA’s Disability pay gap (average hourly salary)

Source: SQA Equality Mainstreaming Report 2019 – 2021

https://www.sqa.org.uk/sqa/files_ccc/sqa-equality-mainstreaming-report-2019-21.pdf

There has been an 8.1% decrease in the disability pay gap from last years’ Equal Pay Audit. As previously mentioned, this can be explained by the increase in colleague data available for analysis due to the equality campaign run in the second half of 2020.

In the most recent equal pay audit, yet to be published, SQA no longer has a disability pay gap as it has decreased to -0.3%.

Scottish Qualifications Authority (SQA) - Ethnicity Pay Gap Statistics:



The graph above illustrates SQA’s ethnicity pay gap (average hourly salary)

Source: SQA Equality Mainstreaming Report 2019 – 2021

https://www.sqa.org.uk/sqa/files_ccc/sqa-equality-mainstreaming-report-2019-21.pdf

The ethnicity pay gap has decreased compared to the previous Equality Mainstreaming Report 2017-2019 (↓6.99%) and last year’s 2020 internal equal pay audit (↓18.03%) to 6.21%.

Further analysis was not conducted in 2021. However, in the most recent equal pay audit, yet to be published, SQA’s ethnicity pay gap has again decreased to 2.5%.

What are the aims of this policy or practice?

As previously stated, the aims of the 2022-23 pay award are to:

- follow the principles outlined within Scottish Government Public Sector Pay Policy 2022-23 setting pay increases in a way that is fair, progressive, restorative, protects the lower paid and protects jobs.
- increase maternity, adoption and shared parental leave pay from 18 to 22 weeks' full pay to further SQA's equality agenda.
- commitment to the No Compulsory Redundancy policy* provides job protection for all employees.
*SQA has a commitment from the Cabinet Secretary for Education and Skills, Shirley-Anne Somerville, that there will be no compulsory redundancies as a direct result of any restructuring required due to the replacement of SQA.
- provide a cushion against the increasing cost of living¹ and continue to provide measures to protect the lower paid.

What are the aims of this policy or practice?

The following SQA policies or guidance are also related to the 2022-23 pay award:

- Scottish Government's Public Sector Pay Policy 2022-23
- SQA's pay policy.
- Maternity policy
- Adoption policy
- Shared Parental Leave policy

How is the content of these aims relevant to equality groups?

SQA acknowledges that people who share /do not share certain 'Protected Characteristics' may, on balance:

- Be less likely to secure promotion and therefore salary progression.
- Experience compound discrimination or intersectionality i.e., where a person has one or more characteristics and may be subjected to consequentially greater levels of disadvantage. For example, people who are women and of an ethnic minority may have restricted earnings potential and may experience barriers to salary progression.

The development, implementation, and analysis of the effects of this policy are therefore highly relevant to people from all Equality groups as they may risk experiencing disproportionate impacts or outcomes.

¹ The CPI, which is the UK Government's preferred measure for wage growth, was 10.1 per cent as of July 2022 (compared with 3.1 per cent in September 2021). The September CPI is the UK Government's reference point for taking decisions on inflationary uplifts for pensions and benefits, which was no longer relevant given the economic context in the months following the release of Public Sector Pay Policy 2022-23

It is important that the SQA identifies and takes action to mitigate or remove any disadvantage identified which is the overall purpose of this Equality Impact Assessment.

Evidence, Consultation and Engagement

| What stakeholders have you engaged with in the development of this policy or practice? | |
|---|--|
| <p>This pay award was agreed in partnership with SQA’s recognised Trades Unions, Unite and Unison, who represent all staff up to Head of Service throughout the organisation. The proposed pay award was put to ballot and ratified by members of both Trade Unions.</p> <p>In addition, the pay award was approved by Scottish Government Ministers.</p> <p>Trade Union and SQA Management Pay Negotiations:</p> <p>Members of SQA Human Resources department and trade union representatives from <i>Unite the Union</i> and <i>Unison</i> met from April 2022-September 2022 in order to reach agreement on the 2022-23 pay award. SQA’s trade union representatives are also given statutory time off to attend relevant training, meetings and other information gathering activities as supported in our union framework agreement.</p> <p>Evidence of all meeting minutes, actions and consultation undertaken as part of pay negotiations (including Equality considerations in respect of all policies, activities, and functions) are held in a secure dedicated folder on SQA servers.</p> | |

| What evidence about equality groups do you have to support this assessment? | |
|--|---|
| Age | <p>50% of older workers (defined as those over age 65) at SQA work part-time. These older workers account for 10.4% of all part-time employees at SQA.</p> <p>5.1% of colleagues are younger workers (defined here as those 24 years old or younger) and 75.6% of those younger workers earn under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> <p>15.5% of those who earn under the lower pay threshold based on a fulltime equivalent salary of £25,000 are younger workers.</p> <p>Stats produced based on pay award modelling data as of 28 February 2022.</p> |
| Disability | <p>17.5% of colleagues who have declared a disability are earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> |

| | <p>7.7% of colleagues earning under the lower pay threshold based on a fulltime equivalent salary of £25,000 have declared a disability.</p> <p>Stats produced based on pay award modelling data as of 28 February 2022.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------------------------------|--|--------------------|----------|------|----------|-----------|--------|--------|-------|---------------|--------|--------|-------|------|--------|--------|-------|-------------------|-------|--------|-------|--------------|--------|--------|---------|--------------|----------------|----------------|--|
| <p>Race Ethnicity</p> | <p>15.6% of colleagues from ethnic minority backgrounds are earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> <p>2.4% of those colleagues earning under the lower pay threshold based on a fulltime equivalent salary of £25,000 have declared a minority ethnic background.</p> <p>Stats produced based on pay award modelling data as of 28 February 2022.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Religion or Belief</p> | <table border="1" data-bbox="831 727 1771 1002"> <thead> <tr> <th>Religion or Belief</th> <th>2019</th> <th>2020</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Christian</td> <td>20.69%</td> <td>29.82%</td> <td>9.13%</td> </tr> <tr> <td>Non-Christian</td> <td>11.47%</td> <td>17.28%</td> <td>5.81%</td> </tr> <tr> <td>None</td> <td>20.69%</td> <td>29.29%</td> <td>8.61%</td> </tr> <tr> <td>Prefer not to say</td> <td>3.75%</td> <td>10.33%</td> <td>6.58%</td> </tr> <tr> <td>Not Provided</td> <td>43.41%</td> <td>13.28%</td> <td>-30.13%</td> </tr> <tr> <td>Total</td> <td>100.00%</td> <td>100.00%</td> <td></td> </tr> </tbody> </table> <p>This table (1.16) shows colleague religion / belief data for 2019 – 2020 and variance between the two years.</p> <p>Source: SQA Workforce Equality Monitoring Report 2019-2021 https://www.sqa.org.uk/sqa/files_ccc/workforce-equality-monitoring-report-2019-2021.pdf</p> | Religion or Belief | 2019 | 2020 | Variance | Christian | 20.69% | 29.82% | 9.13% | Non-Christian | 11.47% | 17.28% | 5.81% | None | 20.69% | 29.29% | 8.61% | Prefer not to say | 3.75% | 10.33% | 6.58% | Not Provided | 43.41% | 13.28% | -30.13% | Total | 100.00% | 100.00% | |
| Religion or Belief | 2019 | 2020 | Variance | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Christian | 20.69% | 29.82% | 9.13% | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Non-Christian | 11.47% | 17.28% | 5.81% | | | | | | | | | | | | | | | | | | | | | | | | | | |
| None | 20.69% | 29.29% | 8.61% | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Prefer not to say | 3.75% | 10.33% | 6.58% | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Not Provided | 43.41% | 13.28% | -30.13% | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 100.00% | 100.00% | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Sex</p> | <p>66.0% of colleagues who earn under the lower pay threshold based on a fulltime equivalent salary of £25,000 are female.</p> <p>25.4% of all female colleagues earn under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | <p>31.3% of female colleagues who work part-time earn under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> <p>Stats produced based on pay award modelling data as of 28 February 2022.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|--------------------|----------|------|----------|----------|-------|-------|-------|---------|-------|-------|-------|---------------------|-------|-------|-------|-----------------------|--------|--------|--------|----------------|-------|-------|-------|----------|-------|-------|-------|-------------------|-------|-------|-------|--------------|--------|--------|---------|--------------|----------------|----------------|--|
| <p>Sexual Orientation</p> | <table border="1" data-bbox="510 411 1711 852"> <thead> <tr> <th>Sexual Orientation</th> <th>2019</th> <th>2020</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Bisexual</td> <td>0.96%</td> <td>1.26%</td> <td>0.30%</td> </tr> <tr> <td>Gay man</td> <td>1.39%</td> <td>2.11%</td> <td>0.71%</td> </tr> <tr> <td>Gay woman / Lesbian</td> <td>0.96%</td> <td>1.05%</td> <td>0.09%</td> </tr> <tr> <td>Heterosexual/straight</td> <td>46.20%</td> <td>70.60%</td> <td>24.41%</td> </tr> <tr> <td>In another way</td> <td>0.11%</td> <td>0.21%</td> <td>0.10%</td> </tr> <tr> <td>Not sure</td> <td>0.11%</td> <td>0.11%</td> <td>0.00%</td> </tr> <tr> <td>Prefer not to say</td> <td>2.79%</td> <td>8.01%</td> <td>5.22%</td> </tr> <tr> <td>Not Provided</td> <td>47.48%</td> <td>16.65%</td> <td>-30.83%</td> </tr> <tr> <td>Total</td> <td>100.00%</td> <td>100.00%</td> <td></td> </tr> </tbody> </table> <p data-bbox="488 874 1962 906">This table (1.18) shows colleagues by sexual orientation for 2019 – 2020 and the variance between the two years.</p> <p data-bbox="488 948 1637 1015">Source: SQA Workforce Equality Monitoring Report 2019-2021 https://www.sqa.org.uk/sqa/files_ccc/workforce-equality-monitoring-report-2019-2021.pdf</p> | Sexual Orientation | 2019 | 2020 | Variance | Bisexual | 0.96% | 1.26% | 0.30% | Gay man | 1.39% | 2.11% | 0.71% | Gay woman / Lesbian | 0.96% | 1.05% | 0.09% | Heterosexual/straight | 46.20% | 70.60% | 24.41% | In another way | 0.11% | 0.21% | 0.10% | Not sure | 0.11% | 0.11% | 0.00% | Prefer not to say | 2.79% | 8.01% | 5.22% | Not Provided | 47.48% | 16.65% | -30.83% | Total | 100.00% | 100.00% | |
| Sexual Orientation | 2019 | 2020 | Variance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bisexual | 0.96% | 1.26% | 0.30% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gay man | 1.39% | 2.11% | 0.71% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gay woman / Lesbian | 0.96% | 1.05% | 0.09% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Heterosexual/straight | 46.20% | 70.60% | 24.41% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| In another way | 0.11% | 0.21% | 0.10% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Not sure | 0.11% | 0.11% | 0.00% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Prefer not to say | 2.79% | 8.01% | 5.22% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Not Provided | 47.48% | 16.65% | -30.83% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 100.00% | 100.00% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Gender Re-assignment (Gender identity and transgender)</p> | <p>No equality profiling data is currently published by SQA.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| <p>Marriage/Civil Partnership</p> | <p>Table 1.10: Colleagues by relationship status</p> <table border="1"> <thead> <tr> <th>Relationship status</th> <th>2019</th> <th>2020</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Married/Civil Partnership</td> <td>30.01%</td> <td>44.66%</td> <td>14.65%</td> </tr> <tr> <td>Single</td> <td>24.44%</td> <td>35.87%</td> <td>11.44%</td> </tr> <tr> <td>Prefer not to say</td> <td>1.93%</td> <td>5.71%</td> <td>3.79%</td> </tr> <tr> <td>Not Provided</td> <td>43.62%</td> <td>13.76%</td> <td>-29.87%</td> </tr> <tr> <td>Total</td> <td>100.00%</td> <td>100.00%</td> <td></td> </tr> </tbody> </table> <p>This table (1.10) shows colleagues by marriage/civil partnership for 2019 – 2020 and the variance between the two years.</p> <p>Source: SQA Workforce Equality Monitoring Report 2019-2021 https://www.sqa.org.uk/sqa/files_ccc/workforce-equality-monitoring-report-2019-2021.pdf</p> | Relationship status | 2019 | 2020 | Variance | Married/Civil Partnership | 30.01% | 44.66% | 14.65% | Single | 24.44% | 35.87% | 11.44% | Prefer not to say | 1.93% | 5.71% | 3.79% | Not Provided | 43.62% | 13.76% | -29.87% | Total | 100.00% | 100.00% | |
|--|---|---------------------|----------------|------|----------|----------------------------------|--------|--------|---------------|---------------------|--------|--------|---------------|--------------------------|-------|-------|---------------|---------------------|----------------|----------------|----------------|--------------|----------------|----------------|--|
| Relationship status | 2019 | 2020 | Variance | | | | | | | | | | | | | | | | | | | | | | |
| Married/Civil Partnership | 30.01% | 44.66% | 14.65% | | | | | | | | | | | | | | | | | | | | | | |
| Single | 24.44% | 35.87% | 11.44% | | | | | | | | | | | | | | | | | | | | | | |
| Prefer not to say | 1.93% | 5.71% | 3.79% | | | | | | | | | | | | | | | | | | | | | | |
| Not Provided | 43.62% | 13.76% | -29.87% | | | | | | | | | | | | | | | | | | | | | | |
| Total | 100.00% | 100.00% | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Pregnancy / Maternity</p> | <table border="1"> <thead> <tr> <th></th> <th colspan="3">Colleagues</th> </tr> <tr> <th>Pregnancy Status</th> <th>2019</th> <th>2020</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Not Pregnant</td> <td>98.25%</td> <td>98.95%</td> <td>0.70%</td> </tr> <tr> <td>Pregnant</td> <td>1.75%</td> <td>1.05%</td> <td>-0.70%</td> </tr> <tr> <td>Total</td> <td>100.00%</td> <td>100.00%</td> <td></td> </tr> </tbody> </table> <p>This table (1.20) shows colleagues by pregnancy / maternity for 2019 – 2020 and the variance between the two years.</p> <p>Source: SQA Workforce Equality Monitoring Report 2019-2021 https://www.sqa.org.uk/sqa/files_ccc/workforce-equality-monitoring-report-2019-2021.pdf</p> | | Colleagues | | | Pregnancy Status | 2019 | 2020 | Variance | Not Pregnant | 98.25% | 98.95% | 0.70% | Pregnant | 1.75% | 1.05% | -0.70% | Total | 100.00% | 100.00% | | | | | |
| | Colleagues | | | | | | | | | | | | | | | | | | | | | | | | |
| Pregnancy Status | 2019 | 2020 | Variance | | | | | | | | | | | | | | | | | | | | | | |
| Not Pregnant | 98.25% | 98.95% | 0.70% | | | | | | | | | | | | | | | | | | | | | | |
| Pregnant | 1.75% | 1.05% | -0.70% | | | | | | | | | | | | | | | | | | | | | | |
| Total | 100.00% | 100.00% | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Care experience (where relevant)</p> | <p>SQA does not currently collect Care Experience data.</p> | | | | | | | | | | | | | | | | | | | | | | | | |

Impact and Opportunities for Action

The impact that a policy or practice has on an equality group may be different and this requires to be recorded. The impact may not always be negative. Actions are taken to address any differential impact, and include actions to mitigate against any negative impact, to advance equality and to foster good relations between groups.

Each section contains questions for each equality group. These questions are here to support consideration; however, you can provide further detail. Focus initially on the equality groups that would be affected by this policy. If you do not consider that certain equality groups would be affected by this policy, you may leave these sections.

Use of the term Discrimination:

Please note that for the purposes of this document we have used the term Discrimination as a generic descriptor which takes into account six discrete elements:

- Direct Discrimination
- Indirect Discrimination
- Harassment
- Victimisation
- Discrimination by perception
- Associative discrimination

| Protected Characteristic | General Equality Duty |
|--------------------------|---|
| Age | <p style="text-align: center;">Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</p> <p>Risks of Discrimination – Direct and Indirect:</p> <p>The pay award provides a guaranteed basic award for those working part-time who are older employees and may do so to cover care duties however there may also be some who choose to reduce their hours for phased retirement or to pursue other life choices and therefore reduces the impact.</p> |

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| | <p>As there is a higher representation of those from the younger age group among the lower earners, the approach taken in the pay award will help provide such individuals with a positive benefit.</p> <p>Positive Equality related impact is therefore recorded in this area.</p> |
| | <p>Advance equality of opportunity</p> |
| | <p>All SQA employees are entitled to use, access and be subjected to the <i>Pay Policy</i> and there is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their <i>Age</i>.</p> |
| | <p>Foster good relations</p> |
| | <p>Fostering good relations involves tackling prejudice and promoting understanding between people who share, or may not share, a protected characteristic.</p> |
| Protected Characteristic | General Equality Duty |
| Disability | <p>Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</p> <p>As stated in an earlier section of this document, <u>those with a disability</u>, in general are more likely to be earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> <p>Risks of Discrimination – Direct and Indirect: As the 2022-23 pay award supports a progressive approach to pay to target higher increases for lower earners this will help protect these individuals and, in many cases, provide a positive benefit.</p> <p>Positive Equality related impact is therefore recorded in this area.</p> |
| | <p>Advance equality of opportunity</p> |
| | <p>All SQA employees are entitled to use, access and be subjected to the pay award. There is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their disability status.</p> |

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| | <u>SQA will continue to report the disability pay gap and investigate any discrepancies and trends which may demonstrate any potential barriers in relation to disability. Where a pay gap of greater than 5% exists SQA will conduct in-depth analysis to determine the reason for the gap.</u> |
| | Foster good relations |
| | There is no evidence to indicate that this policy currently fosters good relations between disabled and non-disabled employees. No further recommendations are made in this respect at this stage. |

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|---------------------------------|--|
| Protected Characteristic | General Equality Duty |
| Race Ethnicity | <p style="text-align: center;">Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</p> <p>As stated in an earlier section of this document, <u>those from a minority ethnic background</u>, in general are more likely to be earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> <p>Risks of Discrimination – Direct and Indirect: As the 2022-23 pay award supports a progressive approach to pay to target higher increases for lower earners this will help protect these individuals and, in many cases, provide a positive benefit.</p> <p>Positive Equality related impact is therefore recorded in this area.</p> |
| | <p style="text-align: center;">Advance equality of opportunity</p> <p>All SQA employees are entitled to use, access and be subjected to the pay award. There is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their ethnicity.</p> <p>SQA will continue to report the ethnicity pay gap and investigate any discrepancies and trends which may demonstrate any potential barriers in relation to ethnicity. Where a pay gap of greater than 5% exists SQA will conduct in-depth analysis to determine the reason for the gap.</p> <p style="text-align: center;">Foster good relations</p> <p>There is no evidence to indicate that this policy currently fosters good relations between employees of different ethnicities.</p> |
| Protected Characteristic | General Equality Duty |
| Religion or Belief | <p style="text-align: center;">Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</p> <p>We conclude there is no evidence to suggest that this policy may impact directly on people of different <i>Religion or Belief</i> and therefore make no further recommendations in this area.</p> |

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| | Neutral Equality related impact is therefore recorded in this area. |
| | Advance equality of opportunity |
| | All SQA employees are entitled to use, access and be subjected to the <i>Pay Award</i> and there is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their <i>Religion or Belief</i> . |
| | Foster good relations |
| | There is no evidence to indicate that this policy currently fosters good relations between employees of different <i>Religion or Belief</i> . |
| No further recommendations are made in respect of this in relation to this policy. | |

| Protected Characteristic | General Equality Duty |
|--------------------------|---|
| Sex | <p data-bbox="465 268 2002 328">Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</p> <p data-bbox="427 403 1951 501">As noted earlier in the document there are higher proportions <u>of women</u>, those with a disability, from a minority ethnic background and younger employees earning under the lower pay threshold based on a fulltime equivalent salary of £25,000.</p> <p data-bbox="427 539 2027 671">The progressive approach taken in the pay award may help in working towards reducing the gender pay gap within SQA as it should increase the overall base levels of pay for lower earners where traditionally women are overly concentrated and this is further supported by the continued restraint applied to higher earners including senior appointments, where there are higher proportions of men.</p> <p data-bbox="427 710 2013 807">From the information provided for the wider public sector, there is nothing to suggest that setting a cash underpin for those earning under a full-time equivalent salary of £25,000 will result in any staff being adversely affected, and in fact it will benefit nearly a quarter of employees at SQA.</p> <p data-bbox="427 877 1008 906">Risks of Discrimination – Direct and Indirect:</p> <p data-bbox="427 944 1346 973">Positive Equality related impact is therefore recorded in this area.</p> |
| Sex (Continued) | <p data-bbox="1025 1015 1435 1043">Advance equality of opportunity</p> <p data-bbox="427 1050 1989 1115">All SQA employees are entitled to use, access and be subjected to the pay award. There is evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their sex.</p> <p data-bbox="427 1153 2007 1251"><u>SQA will continue to report the gender pay gap and investigate any discrepancies and trends which may demonstrate any potential barriers in relation to sex of employees. Where a pay gap of greater than 5% exists SQA will conduct in-depth analysis to determine the reason for the gap.</u></p> <p data-bbox="1093 1289 1368 1318">Foster good relations</p> <p data-bbox="427 1324 1955 1383">There is no evidence to indicate that this policy currently fosters good relations between employees of different sexes. No further recommendations are made in respect of this at this stage.</p> |

| Protected Characteristic | General Equality Duty |
|--------------------------|--|
| Sexual Orientation | Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010 |
| | We conclude there is no evidence to suggest that this policy may impact directly on people of different <i>Sexual Orientations</i> and therefore make no further recommendations in this area. Neutral Equality related impact is therefore recorded in this area. |
| | Advance equality of opportunity |
| | All SQA employees are entitled to use, access and be subjected to the <i>Pay Award</i> and there is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their <i>Sexual Orientation</i> . |
| | |
| | Foster good relations |
| | There is no evidence to indicate that this policy currently fosters good relations between employees with different <i>Sexual Orientations</i> . No further recommendations are made in respect of this in relation to this policy. |

| Protected Characteristic | General Equality Duty |
|---|--|
| Gender Re-assignment (Gender identity and transgender) | Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010 |
| | We conclude there is no evidence to suggest that this policy may impact directly on people with different <i>Gender identities</i> or <i>those who have undergone Gender Re-assignment</i> and therefore make no further recommendations in this area. Neutral Equality related impact is therefore recorded in this area. |
| | Advance equality of opportunity |
| | All SQA employees are entitled to use, access and be subjected to the <i>Pay Award</i> and there is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their <i>Gender Identity</i> . |
| | Foster good relations |
| | There is no evidence to indicate that this policy currently fosters good relations between employees of different <i>Gender Identities</i> . No further recommendations are made in respect of this at this stage. |
| Protected Characteristic | General Equality Duty |
| Marriage/Civil Partnership | Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010 |
| | We conclude there is no evidence to suggest that this policy may impact directly / indirectly on people who are <i>Married</i> or in a <i>Civil Partnership</i> and therefore make no further recommendations in this area. Neutral Equality related impact is therefore recorded in this area. |
| | Advance equality of opportunity |
| | All SQA employees are entitled to use, access and be subjected to the <i>Pay Award</i> and there is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their <i>Marital Status</i> . |
| | Foster good relations |
| | There is no evidence to indicate that this policy currently fosters good relations between employees of different <i>Marital Status</i> . No further recommendations are made in respect of this in relation to this policy. |

| Protected Characteristic | General Equality Duty |
|------------------------------|--|
| Pregnancy / Maternity | Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010 |
| | <p>Providing an increase in enhanced maternity, adoption and shared parental leave pay will increase the overall earnings of those who qualify for these types of leaves.</p> <p>Risks of Discrimination – Direct and Indirect: As the 2022-23 pay award supports an increase in the payment received while on maternity, adoption or shared parental leave this will help protect these individuals (who in most cases are women) and in many cases provide a positive benefit.</p> <p>Positive Equality related impact is therefore recorded in this area.</p> <p>Please refer to the separate SQA Policies – Maternity and Shared Parental Leave which deals with Pay while on Maternity or Shared Parental Leave.</p> |
| | Advance equality of opportunity |
| | All SQA employees are entitled to use, access and be subjected to the <i>Pay Award</i> and there is no evidence to indicate that this policy could affect employees differently or less favourably, on the grounds of their <i>Pregnancy or Maternity status</i> . |
| | Foster good relations |
| | There is no evidence to indicate that this policy currently fosters good relations between employees who have the protected characteristic of <i>Pregnancy/Maternity</i> . No further recommendations are made in respect of this in relation to this policy. |

| Protected Characteristic | General Equality Duty |
|----------------------------------|---|
| Care experience (where relevant) | Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010 |
| | SQA does not currently collect Care Experience data. |
| | Advance equality of opportunity |
| | No evidence identified. |
| | Foster good relations |
| | No evidence identified. |

Rationale

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| If you are proceeding with a decision that may have a negative impact and are not putting in place actions to mitigate against this, please explain how this is objectively justified. |
| <p>Miscellaneous:</p> <p>Other impacts identified as part of this Equality Impact Assessment which generally have a positive impact on all SQA employees include:</p> <ul style="list-style-type: none"> The continuation of the commitment to a No Compulsory Redundancy policy* provides job protection for all employees covered by the pay policy and there is no evidence to suggest that this creates any negative direct or indirect discrimination. *SQA has a commitment from the Cabinet Secretary for Education and Skills, Shirley-Anne Somerville, that there will be no compulsory redundancies as a direct result of any restructuring required due to the replacement of SQA. SQA has a 5-year journey time from the minimum to the maximum of the pay band reducing the risk of potential inequalities for all groups. |

- An SQA employee assistance programme providing employees with confidential support and guidance 24 hours a day, 7 days a week.

Additionally, the SQA is committed to being a supportive and inclusive employer and is members of and/or accredited by various organisations these include:

- Accreditation as a Scottish Living Wage Employer
- Disability Confident Employer
- Hidden Disability Sunflower Scheme Member
- Employers Network for Equality & Inclusion Member
- Happy to Talk Flexible Working Employer
- Business in the Community Race at Work Charter Signatory
- Stonewall Diversity Champion
- Dying to Work Charter Member
- Accreditation as a Carer Positive Employer at Engaged Level