



## **Policy Statement on Equal Pay**

Approved at Council Executive: 3 June 2025

**WEST LOTHIAN COUNCIL**  
**POLICY STATEMENT ON EQUAL PAY**

**1. Statement of Intent**

- 1.1 The council's Policy on Equality - Employment and Service Provision sets out the organisation's commitment to eliminate discrimination, advance equality of opportunity and promote good relations between different groups.
- 1.2 A key consideration in meeting that commitment is the need to ensure that the council's pay, grading and benefit arrangements are transparent, based on objective criteria and free from unfair bias related to the protected characteristics covered by the Equality Act 2010. To achieve this objective the council will continuously monitor the application of its pay and grading systems with a view to identifying and eliminating any inequitable or unlawful pay practices.
- 1.3 The council will also monitor the application of other relevant employment policies and practices to ensure that they do not adversely impact on equality in respect of access to pay, benefits or career development.
- 1.4 By tackling the potential sources of pay discrimination and removing barriers to equality, the council believes it sends a positive message to both its workforce and customers alike.

**2. Implementation**

- 2.1 With appropriate resources, the policy will be implemented through the application of sound and legally robust pay and reward practices supported and complemented by the initiatives and measures set out in the council's Equality Outcomes and Mainstreaming Framework 2025 -2029.
- 2.2 Any proposed changes to pay and other associated employment practices will be subject to consultation with the recognised trade unions and other relevant stakeholders.
- 2.3 Following the implementation of Single Status across the Authority in 2007, the council operates measures to continue to monitor issues related to equal pay within the organisation.

**3. Scope**

- 3.1 This policy statement covers the four discrete employee groups comprising the council's workforce. Pay and conditions of service for each of those groups derive from separate Schemes of Pay and Conditions of Service negotiated nationally and supplemented where appropriate by local collective agreements.

The national negotiating bodies are:

- Scottish Joint Council for Local Government Employees;
- Scottish Joint Council for Craft Operatives;
- Scottish Negotiating Committee for Teachers; and
- Joint Negotiating Committee for Chief Officials of Local Authorities (Scotland).

#### **4. Specific Actions**

- 4.1 In addition to addressing the priorities set out within the wider Corporate Equality Outcomes, the council is committed to implementing a number of other specific actions in relation to equal pay. Those actions are to:
- In consultation with relevant trade unions, conduct regular equal pay reviews within the council and thereby:
    - identify and understand the reasons for any differences in pay within and between employee groups;
    - eliminate pay gaps/ differences that cannot satisfactorily be explained on grounds other than those relating to a protected characteristic;
  - Provide appropriate training and guidance on equal pay for those involved in determining pay and grading matters in terms of job evaluation, new appointments, progression, grievances and providing advice;
  - Gather evidence of the impact of caring responsibilities on the workforce, to identify whether career continuity and pay progression is being adversely affected, and set appropriate objectives for remedial action; and
  - Gather evidence on the extent of occupational segregation within the council and set appropriate objectives for remedial action as necessary.

#### **5. Monitoring and Reporting**

- 5.1 In accordance with the requirement under the Public Sector Equality Duty, to publish data on the gender pay gap every two years, data on gender pay and gender occupational segregation in the council will be addressed in the biennial review of this policy. Information on the recruitment, development and retention of employees will also be published every two years as part of the council's Equality Mainstreaming Report.
- 5.2 Details of actions taken to implement the outcome of equality impact assessments will also be posted on the council's website and as part of the council's Equality Mainstreaming Report.

#### **6. Review and Accountability**

- 6.1 This policy will be reviewed every two years through involvement with all relevant stakeholders and reported to the Council's Executive Committee.
- 6.2 The Head of Corporate Services, on behalf of the council's Corporate Management Team, has overall responsibility for implementation of the commitments outlined within this policy.

## 7. Gender Pay Gap

7.1 The council's gender pay gap as at February 2025 is set out below:

Gender	Number of Staff	Combined Hourly Rate	Average Hourly Rate
Female	6,109	£130,398.02	£21.35
Male	2,134	£45,393.22	£21.27
Total	8,243	175,791.24	£21.33

### Standard Calculation

Male average salary – Female average salary = paygap (monetary)  
 $21.27 - 21.35 = -0.08$

Paygap (monetary) / male average salary x 100 = **paygap (%)**  
 $-0.08 / 21.27 \times 100 = -0.38 \%$

**West Lothian Council Gender Pay Gap = -0.38 %**

7.2 The council's mean gender pay gap for all employees has decreased since last reported in the 2023 Equal Pay Statement when it was recorded as 0.53%. The council's current gender pay gap is lower than the average rate for Scottish Local Authorities (1.7%) as reported in the 2023/24 Local Government Benchmarking Framework.

## 8. Ethnicity Pay Gap

8.1 The council's ethnicity pay gap as at February 2025 is set out below:

Ethnicity	Number of Staff	Combined Hourly Rate	Average Hourly Rate
Ethnic minorities	259	£5,406.78	£20.88
Other	7984	£169,984.46	£21.29
Total	8,243	£175,391.24	£21.28

### Standard Calculation

Other average salary – Ethnic minorities average salary = paygap (monetary)  
 $21.29 - 20.88 = 0.41$

Paygap (monetary) / Other average salary x 100 = **paygap (%)**  
 $0.41 / 21.29 \times 100 = 1.93 \%$

**West Lothian Council Ethnicity Pay Gap = 1.93 %**

8.2 The council's mean ethnicity pay gap for all employees has increased since last reported in the 2023 Equal Pay Statement when it was recorded as 0.27%. Numbers of employees identified as being of an ethnic minority have increased by 38%, however

numbers of staff reporting remain relatively small, and therefore may account for the increased pay gap.

## 9. Disability Pay Gap

9.1 The council's disability pay gap as at February 2025 is set out below:

Disability	Number of Staff	Combined Hourly Rate	Average Hourly Rate
Disabled	411	£7,917.60	£19.26
Non-Disabled	2987	£59,444.91	£19.90
Unknown	4845	£108,428.74	£22.38
Total	8,243	£175,791.24	£21.33

### Standard Calculation

Non-Disabled average salary – Disabled average salary = paygap (monetary)  
 $19.90 - 19.26 = 0.64$

Paygap (monetary) / Other average salary x 100 = **paygap (%)**  
 $0.64 / 19.90 \times 100 = 3.21 \%$

**West Lothian Council Disability Pay Gap = 3.21 %**

9.2 Given the significant number of employees for which disability status is unknown. The pay gap has been calculated with reference only to employees where their disability status is known. The council's mean disability pay gap has increased since last reported in the 2023 Equal Pay Statement when it was recorded as 0.58%. Numbers of employees identified as having a disability have increased by 30%, however numbers of staff reporting remain relatively small, and therefore may account for the increased pay gap.

## 10. Occupational Segregation

10.1 The council recognises that occupational segregation is one of the key barriers which prevents women and men from fulfilling their potential, and consequently contributes to the gender pay gap.

10.2 At the same time, it can have a damaging impact due to the segmentation of men and women into different types of employment; segmentation that can fail to make the most efficient use of the potential workforce, can contribute to skills deficits and can hold back productivity.

10.3 The challenge for the council is therefore to address the inherent issues relating to horizontal segregation in the service areas currently dominated by either female or male employees.

10.4 The tables below outline the council's data on gender based occupational segregation. In addition, in line with the reporting requirements, information is provided on occupational segregation in relation to ethnicity and disability.

# WEST Lothian Council Occupational Segregation by Gender as at February 2023

	Salary Bands																		
Service Area	Gender	Apprentice / Trainees	1	2	3	4	5	6	7	8	9	10	11	12	13	Chief Officers	Psych	Teachers	Grand Total
Chief Exec, Finance & Property	F				14	62	32	30	17	10	2	4		2		6			179
	M	1		1	14	15	16	31	14	10	5	2	1	1	1	6			118
Corporate Services	F	3		7	33	34	16	19	13	10	5	5	2	1	2				150
	M	1		3	8	9	16	5	18	8	2	2	1	1	1				75
Education	F	5	133	579	408	411	120	32	29	12	2	1		2			12	1919	3665
	M	1	5	19	27	34	17	12	6	2	1			1			2	476	603
Housing Customer & Building Services	F	4	6	30	72	25	55	61	13	9	1		2		2				280
	M	48	187	108	18	6	21	41	15	5	3			2					454
Operational Services	F	6	657	85	84	6	19	9	10	1	3			1					881
	M	12	71	141	188	163	48	36	17	6	4	3		2	3				694
Planning, Economic Dev & Regeneration	F		6	2	7	5	7	28	15	4	1	1	1	1	1				79
	M		2	1	1	4	6	7	18	6	4	4	1		2				56
Social Policy	F		6	173	47	142	212	31	197	55		8			4				875
	M		4	12	8	25	30	8	28	14	1	3			1				134
TOTALS		81	1077	1161	929	941	615	350	410	152	34	33	8	14	17	12	14	2395	8243

# WEST Lothian Council Occupational Segregation by Ethnicity as at February 2023

Service Area	Ethnicity	Salary Bands																	Grand Total
		Apprentice / Graduate	1	2	3	4	5	6	7	8	9	10	11	12	13	Chief Officers	Psych	Teachers	
Chief Executive Finance & Property	Minority Ethnic				1	2	3	1	3	1				1					12
	Other	1		1	27	75	45	60	28	19	7	6	1	2	1	12			285
Corporate Services	Minority Ethnic	1		1	4				3	1		1							11
	Other	3		9	37	43	32	24	28	17	7	6	3	2	3				214
Education	Minority Ethnic	4	1	24	17	7	1	2										72	128
	Other	2	137	574	418	438	136	42	35	14	3	1		3			14	2323	4140
Housing Customer & Building Services	Minority Ethnic		1		4		3	6		1	1								16
	Other	52	192	138	86	31	73	96	28	13	3		2	2	2				718
Operational Services	Minority Ethnic	1	35	5	1	3	1	2	1	2									51
	Other	17	693	221	271	166	66	43	26	5	7	3		3	3				1524
Planning, Economic Dev & Regeneration	Minority Ethnic		1					2	1	1									5
	Other		7	3	8	9	13	33	32	9	5	5	2	1	3				130
Social Policy	Minority Ethnic			10	1	7	3		10	4		1							36
	Other		10	175	54	160	239	39	215	65	1	10			5				973
<b>TOTALS</b>		<b>81</b>	<b>1077</b>	<b>1161</b>	<b>929</b>	<b>941</b>	<b>615</b>	<b>350</b>	<b>410</b>	<b>152</b>	<b>34</b>	<b>33</b>	<b>8</b>	<b>14</b>	<b>17</b>	<b>12</b>	<b>14</b>	<b>2395</b>	<b>8243</b>

**WEST LoTHIAN COUNCIL OCCUPATIONAL SEGREGATION BY DISABILITY AS AT FEBRUARY 2023**

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