



## 2023 Gender Pay Gap Report

Published March 2024

### Introduction

Sight Scotland and Sight Scotland Veterans promote the inclusion and empowerment of people with visual impairment across Scotland, and as such regard equality and fairness in all its respects as something that should be inherent in our service delivery, our staffing and our management and governance.

Sight Scotland is Scotland's largest visual impairment organisation. We care for, educate and employ blind and partially sighted people from across the UK. Our sister charity Sight Scotland Veterans supports anyone who has served in the Armed Forces who has a visual impairment, whether they lost their sight during or after service.

Gender Pay Gap legislation introduced in April 2017 requires any UK organisation employing 250 or more employees to publicly report on its gender pay gap.

The gender pay gap shows the difference in the average pay between men and women in the organisation, irrespective of the position held. This is different from equal pay which deals with the pay differences between men and women who carry out the same jobs, similar jobs or work of equal value.

In order to calculate the gender pay gap, we were required to calculate the mean and median hourly rates as follows:

- **Mean hourly rate** is calculated by adding all hourly rates and dividing this by the number of staff in the group.
- **Median hourly rate** is calculated by lining up all the hourly rates in the group from lowest to highest, and identifying the rate in the middle.

The legislation only covers Sight Scotland, but we chose to analyse and disclose information for Sight Scotland Veterans as well. Figures are reported separately for the two sister charities.

This report fulfils our reporting requirements, provides context around gender pay in both Sight Scotland and Sight Scotland Veterans and sets out what we are doing to address the gender pay gap in the organisation. It should be noted that neither of the charities pays bonuses and therefore the bonus gender pay gap is explored minimally.

## Sight Scotland Gender Pay Gap

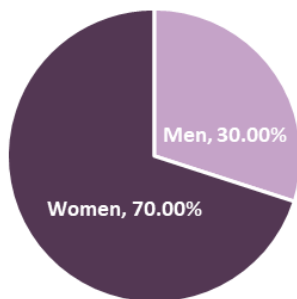
We collected our data on the snapshot date 5 April 2023, when our workforce consisted of 317 full pay relevant employees, out of which 235 (74%) were female and 82 (26%) were male. In the previous year (5 April 2022), our workforce consisted of 303 full pay relevant employees, the proportions of female and male employees was the same 224 (74%) were female and 79 (26%) were male.

Mean and Median gender pay gap	
Mean hourly rate for women: £16.60	Median hourly rate for women: £15.95
Mean hourly rate for men: £17.48	Median hourly rate for men: £16.42
<b>Mean gender pay gap (2023): 4.5%</b>	<b>Median gender pay gap (2023): 2.9%</b>
<b>Mean gender pay gap (2022): 5.8%</b>	<b>Median gender pay gap (2022): 1.6%</b>

The mean and median gender pay gap figures have been reached using the mechanisms that are set out in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

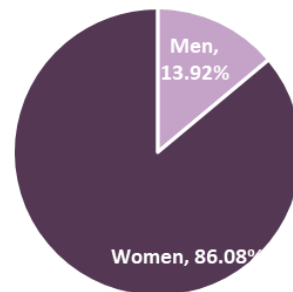
Proportion of men and women in each pay quartile:

Lower Quartile



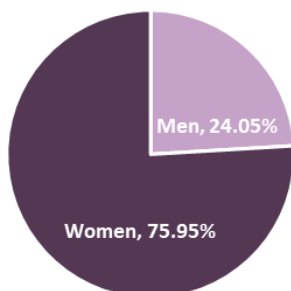
■ Men ■ Women

Lower Middle Quartile



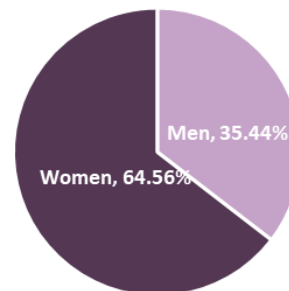
■ Men ■ Women

Upper Middle Quartile



■ Men ■ Women

Upper Quartile



■ Men ■ Women

	<b>Lower Quartile</b>	<b>Lower Middle Quartile</b>	<b>Upper Middle Quartile</b>	<b>Upper Quartile</b>
<b>2023</b>	70.0% women, 30.0% men	86.1% women, 13.9% men	76.0% women, 24.0% men	64.6% women, 35.4% men
<b>2022</b>	73.3% women, 26.7% men	77.6% women, 22.4% men	74.4% women, 25.6% men	70.3% women, 29.7% men

There has been an increase in the proportion of women in both the Lower Middle and Upper Middle Quartiles since the previous year, but a decrease in the Lower and Upper Quartiles.

Sight Scotland do not pay bonuses, and the gender bonus gap is therefore 0%.

This year 7 employees were excluded, primarily due to reduced pay due to sickness absence (5 employees) but also maternity leave (2 employees).

The **median gender pay gap** shows that women in Sight Scotland are paid 2.9% less than men. This is a slight increase on the previous year when the median gender pay gap was 1.6%.

The **mean gender pay gap** shows that women in Sight Scotland are paid 4.5% less than men, which is lower than the figure reported in the previous year. The mean gender pay gap continues to be much higher than the median, which is influenced by the fact that our Chief Executive is male.

We also recognise that with our male employees comprising only 26% of the total workforce, even small fluctuations can have a significant impact on our gender pay gap.

### **Why do we have a Gender Pay Gap?**

- As is common within health and social care and education sectors, our employees are primarily female, and women outnumber men in each pay quartile.
- There are proportionally more part-time jobs in our lower pay brackets, which are societally still more likely to be filled by women. Within Sight Scotland 39% of roles are part time and of these 88% are filled by women and only 12% by men.
- The ordinary pay used for gender pay gap calculations excludes salary sacrifice schemes, and as such the level of participation in salary sacrifice schemes is worth noting. We operate salary exchange for the following purposes: pensions, childcare vouchers, cycle to work and holiday purchase scheme. There are gender differences in the uptake and level of deductions through salary sacrifice schemes. Our schemes including pensions are taken up primarily by female employees (72% of salary scheme members are female, 28% are male).

## Sight Scotland Veterans Gender Pay Gap

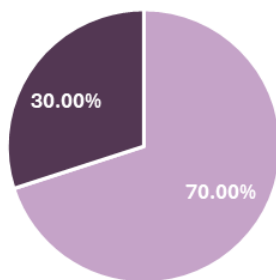
On 5 April 2022 Sight Scotland Veterans workforce consisted of 78 full pay relevant employees, out of which 49 (63%) were female and 29 (37%) were male.

Mean and Median gender pay gap	
Mean hourly rate for women: £16.87	Median hourly rate for women: £16.52
Mean hourly rate for men: £13.85	Median hourly rate for men: £12.39
<b>Mean gender pay gap (2023): -21.8%</b>	<b>Median gender pay gap (2023): -33.4%</b>
<b>Mean gender pay gap (2022): -19.9%</b>	<b>Median gender pay gap (2022): -30.1%</b>

The above figures show that on average in Sight Scotland Veterans women are paid more than men with significantly more women than men in management positions. The introduction of two senior management posts in 2022 both occupied by women has continued to have a significant impact on the gender pay gap figures for 2023. Our staff numbers in Sight Scotland Veterans are very low overall, so even small fluctuations can have a significant impact on our gender pay gap.

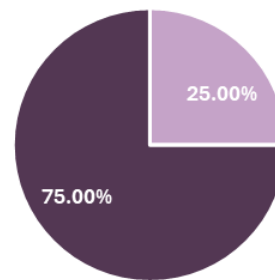
### Proportion of men and women in each pay quartile:

Lower Quartile



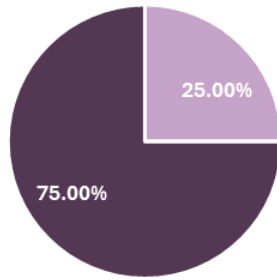
■ Men ■ Women

Lower Middle Quartile



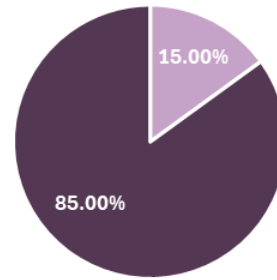
■ Men ■ Women

Lower Middle Quartile



■ Men ■ Women

Upper Quartile



■ Men ■ Women

	Lower Quartile	Lower Middle Quartile	Upper Middle Quartile	Upper Quartile
<b>2023</b>	30.0% women, 70.0% men	75.0% women, 25.0% men	65.0% women, 35.0% men	85.0% women, 15.0% men
<b>2022</b>	44.4% women, 66.7% men	71.4% women, 28.6% men	63.2% women, 36.8% men	80.0% women, 20.0% men

There has been an increase in the proportion of women in the Upper Quartile as well as the Lower Middle and Upper Middle Quartiles since the previous year, but a decrease in the Lower Quartile.

Sight Scotland Veterans do not pay bonuses, and the gender bonus gap is therefore 0%.

It is worth highlighting that Sight Scotland Veterans does not directly employ any head office staff, these functions are provided by Sight Scotland (this includes the Chief Executive for both charities, Finance, IT, HR, Facilities, and Marketing and Communications).

**Benchmarking**

Overall, for both charities our figures compare favourably to the ONS statistics (2023 (provisional)), which show a national median gender pay gap for Scotland of 8.3% and national mean gender pay gap at 6.5% for all employees. We are confident that our employees are paid fairly and equally for the same or similar roles, and our equal pay statements are included in our Equality Status Reports.

**Actions**

Sight Scotland and Sight Scotland Veterans support the fair treatment and reward of all staff irrespective of gender. We have pay and conditions of employment that do not discriminate unlawfully and are free from bias by ensuring that equal pay is in place for like work, work rated as equivalent and work of equal value.

## **Pay system**

We operate a fair and transparent payscale system, all our main scale salary points are published on our intranet and are visible to all our employees. We ensure that the salary and conditions for each job relate to job content and not to any characteristic of the person carrying it out. We are accredited Living Wage employers and pay all our staff the real Living Wage as a minimum. Pay is not negotiated on an individual basis. We have a Remuneration Policy which clearly sets out the rules for determining and reviewing employees' pay. The policy and any updates are subject to the Board approval.

## **Recruitment**

We will continue to ensure that our recruitment practices are transparent and fair, our Recruitment and Resourcing policy underpins all recruitment activities. We clearly display salary ranges for any position advertised to ensure transparency and fairness. We provide recruitment skills training for all managers, which covers unconscious bias. This is further underpinned by our Dignity at Work training. Our shortlisting processes are based on the stated criteria in job descriptions which are relevant to the role. We use structured interviews and skills-based assessment tasks. We recognise that we need to continue our efforts to achieve greater gender balance within our organisation however that this is a broader challenge in the care and education sectors. As an equal opportunities employer we firmly believe in appointing the best candidate for the role, regardless of their gender or other protected characteristic.

## **Family friendly support**

We offer a wide range of family friendly leave policies, which include enhanced pay for maternity, paternity, adoption and shared parental leave. Our Special Leave policy includes provisions for paid Time off for Dependents and Carers' Leave. We support flexible working, including hybrid working where possible and have approximately 40% of staff who work on a part-time basis across both charities.

## **Development opportunities**

We recognise that our staff don't all want the same things from their careers, however, we aim to provide everyone with opportunities to be the best they can be and to progress, whether to more senior roles, or other opportunities within the organisation. To support this, we will continue to offer various development opportunities, such as funded professional qualification programmes (e.g. SVQ 3 or QTVI), and other development opportunities e.g. Leadership Development programmes, coaching skills and will be introducing a programme for aspiring managers.

## **Equality, Diversity and Inclusion Forum**

We will continue operating our colleague Equality, Diversity and Inclusion Forum which acts as a reference panel to bring forward ideas which will help us improve equality in our employment practice. The Forum meets regularly and considers actions to improve

equality in our workplace in relation to all the protected characteristics, including gender equality.

### **Workforce Profile reporting**

We have introduced an annual report on our workforce profiles so we can assess our progress against our equalities objectives and better understand the current and future needs of our workforce. This report also reviews the profile of candidates applying for roles with the two charities so we can understand where any barriers to employment may exist.

I confirm that the data reported and the calculations produced are accurate.

Craig Spalding  
Chief Executive