



**Pay Policy Statement
and
Transparency Information**

1 April 2024 to 31 March 2025

Contents

| | |
|---|----|
| Introduction | 3 |
| Localism Act 2011 - Pay Policy Statement | 4 |
| Definition of officers covered by the Policy Statement | 5 |
| Policy on remunerating Chief Officers | 6 |
| Salary on Appointment of Chief Officers | 7 |
| Bonus and Performance related payments | 7 |
| Pension Contributions..... | 7 |
| Benefits in Kind | 7 |
| Travel and other expenses | 7 |
| Election Duties undertaken by Chief Officers | 7 |
| Termination payments of Chief Officers including redundancy and pension discretion | 7 |
| Remuneration of other non-chief officer staff | 8 |
| Policy on remunerating the lowest paid in the workforce | 8 |
| Apprenticeship Pay | 8 |
| Policy on the relationship between Chief Officer Remuneration and that of other staff | 9 |
| Amendments to the policy..... | 9 |
| Policy for future years | 9 |
| Transparency Information..... | 10 |
| Organisation Chart (See further notes below)..... | 11 |
| Notes for the Organisation Chart..... | 12 |
| Employees with remuneration over £50,000. | 13 |

Introduction

This document contains information about the Council's workforce, in particular the annual Pay Policy Statement for 2024/25 as required by the Localism Act 2011, and other information required under the Local Authorities (Data Transparency) Code 2015.

The Council has taken the following action to ensure that this Policy Statement is easily accessible to the public:

- it is published on the Council's open data website in a readily accessible place - Senior Salary information, under Governance and Transparency.
- it can also easily be found under global web searches.



Localism Act 2011 - Pay Policy Statement

The following section sets out the Council's Pay Policy in relation to the remuneration of its Chief Officers and employees - in accordance with Section 38 of the Localism Act 2011.

The policy is subject to annual review and must be approved by the Council each financial year. This statement is valid from 1st April 2024 to 31st March 2025. The structures and pay rates quoted are correct as of 1st February 2024.

Subject to specific circumstances it may be necessary to amend the Pay Policy statement during the financial year. Any changes or amendments made will be subject to full Council approval.

The policy will be published on the Council's website as soon as reasonably practicable after Council approval or amendment.

The arrangements set out within this document do not extend to those members of staff who are employed within schools. This is because the scope of the Localism Act does not require Councils to consider individual schools.

The Council is mindful of its duty as defined in the Equality Act 2010. This Pay Policy Statement forms part of a range of pay policies to promote equality in pay practices and assists in ensuring that the Council is promoting transparency of senior managers' pay and a fair approach to pay related equalities objectives.

Definition of officers covered by the Policy Statement

This Policy Statement covers the following posts:

Statutory Chief Officers:

- Head of Paid Service & Returning Officer - Chief Operating Officer
- Monitoring Officer - Director of Governance
- Director of Children's Services – Corporate Director Children & Education
- Director of Adult Social Services - Corporate Director Adult Social Care & Integration
- Chief Finance Officer (S151) - Chief Finance Officer
- Director of Public Health - Director of Public Health

Non-statutory Chief Officers:

- Corporate Director Economy and Place
- Director Environment, Transport & Planning
- Director Economy, Regeneration & Housing
- Director Customer & Communities
- Director of Adults Safeguarding
- Director of Children's Safeguarding
- Assistant Director Policy and Strategy
- Assistant Director Education
- Assistant Director (Consultant) in Public Health
- Assistant Director Communities and Equalities
- Assistant Director Adult Services

Policy on remunerating Chief Officers

The Council has a policy for remunerating Chief Officers based on job evaluation and a grade structure. No changes to this are proposed to this during 2024- 2025.

The grade and salary structure for Chief Officers and the Chief Operating Officer is:

Pay rates as of 1st April 2023

| | | |
|--------------------------------|---|----------|
| Chief Operating Officer | 4 | £159,511 |
| | 3 | £157,363 |
| | 2 | £155,216 |
| | 1 | £150,920 |
| Corporate Directors | 4 | £119,721 |
| | 3 | £115,946 |
| | 2 | £112,312 |
| | 1 | £108,789 |
| Directors | 4 | £106,857 |
| | 3 | £103,310 |
| | 2 | £99,884 |
| | 1 | £96,574 |
| Assistant Directors | 4 | £87,761 |
| | 3 | £84,667 |
| | 2 | £81,934 |
| | 1 | £79,194 |

Any annual increase to the salary scales is in accordance with awards negotiated nationally by the respective National Joint Councils and applicable from 1st April annually.

Progression through the salary scale for the Chief Operating Officer is dependent upon performance and approval by the Leader of the Council.

Progression through the salary scale for Chief Officers is dependent upon performance and achievement of objectives, approved by the line manager.

Salary on Appointment of Chief Officers

The appointments sub-committee, subject to Pay Policy and job evaluated range for the post, determines the salary level and package offered to the successful candidate.

Chief Officer pay packages over £100k in value are subject to approval by the Council's Staffing Matters & Urgency Committee.

Bonus and Performance related payments

The Council does not make any such payments.

Pension Contributions

Employer pension contributions are set by the relevant pension fund.

Benefits in Kind

There are no benefits in kind.

Travel and other expenses

Any necessary travel and expenses are reimbursed through normal Council procedures.

Election Duties undertaken by Chief Officers

Fees for election duties undertaken by Chief Officers are not included in their salaries. The Chief Operating Officer is the Returning Officer and receives payments for elections. For local elections, fees are set locally. For national elections, fees are set by the Cabinet Office.

Termination payments of Chief Officers including redundancy and pension discretion

The Council applies its normal redundancy payments arrangements to Chief Officers and does not have separate provisions for them. The Council also applies the appropriate Pensions regulations when they apply. The Council has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the Council regarding Chief Officers are published in the authority accounts as required under the Accounts and Audit (England) Regulations 2015.

Approval of any pension discretions are made by the Staffing Matters and Urgency Committee.

Chief Officer Severance packages over £100k in value are subject to approval by the Council's Staffing Matters and Urgency Committee.

Remuneration of other non-chief officer staff

In addition to the separate arrangements for the Chief Operating Officer and Chief Officers, the Council has staff employed under terms and conditions set for the following groups:

- Local Government Services Employees
- Soulbury Officers
- Educational Psychologists
- Workshop for the Blind
- Teachers (non-school based)
- The council also employs staff who have separate terms and conditions subject to the Transfer of Undertaking and Protection of Employment (TUPE) Regulations.

Increases to the Council's salary scales for non-chief officer groups are in line with annual salary awards negotiated nationally by the respective National Joint Councils.

Policy on remunerating the lowest paid in the workforce

The Council applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of Council decisions. These are then incorporated into contracts of employment.

The Council operates a grading structure for Local Government Services employees. This runs from Grade 2 to 13 and the lowest paid employees, excluding apprentices, are situated within this structure at Grade 2.

The Council is a Living Wage Foundation accredited employer which means its lowest pay point complies with its outside London Living Wage rate. From 1st April 2024 this rate of pay will be £12.00 per hour (£23,151 per annum). A Living Wage supplement is in place if needed to bridge any gap between basic pay and the Living Wage rate.

Apprenticeship Pay

The Council's pay rates for apprentices are:

- Year 1 (the first 12 months of their training) – the equivalent of the National Minimum Wage for 18 to 20 year olds.
- Year 2 and beyond (from 12 months in training) – the equivalent of the National Minimum Wage for 21 year olds.
- Apprentices aged 23 and above in their second year (or subsequent) of their apprenticeship are paid the National Living Wage.
- Rates increase annually in April following any changes made to the National Minimum and National Living Wage rates.

Policy on the relationship between Chief Officer Remuneration and that of other staff

At the time of this report the highest salary in this Council is £159,511 which is paid to the Chief Operating Officer. The median salary in this council is £31,391 (Apprentices have been excluded from the calculation for the median.) The ratio between the two salaries, the 'pay multiple' is 5.08:1. This Council does not have a policy on maintaining or reaching a specific 'pay multiple', however the Council is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the Council as expressed in this Policy Statement.

Amendments to the policy

No amendments to the Pay Policy are anticipated during the year.

Policy for future years

This Policy Statement will be reviewed each year and presented to full Council for consideration.



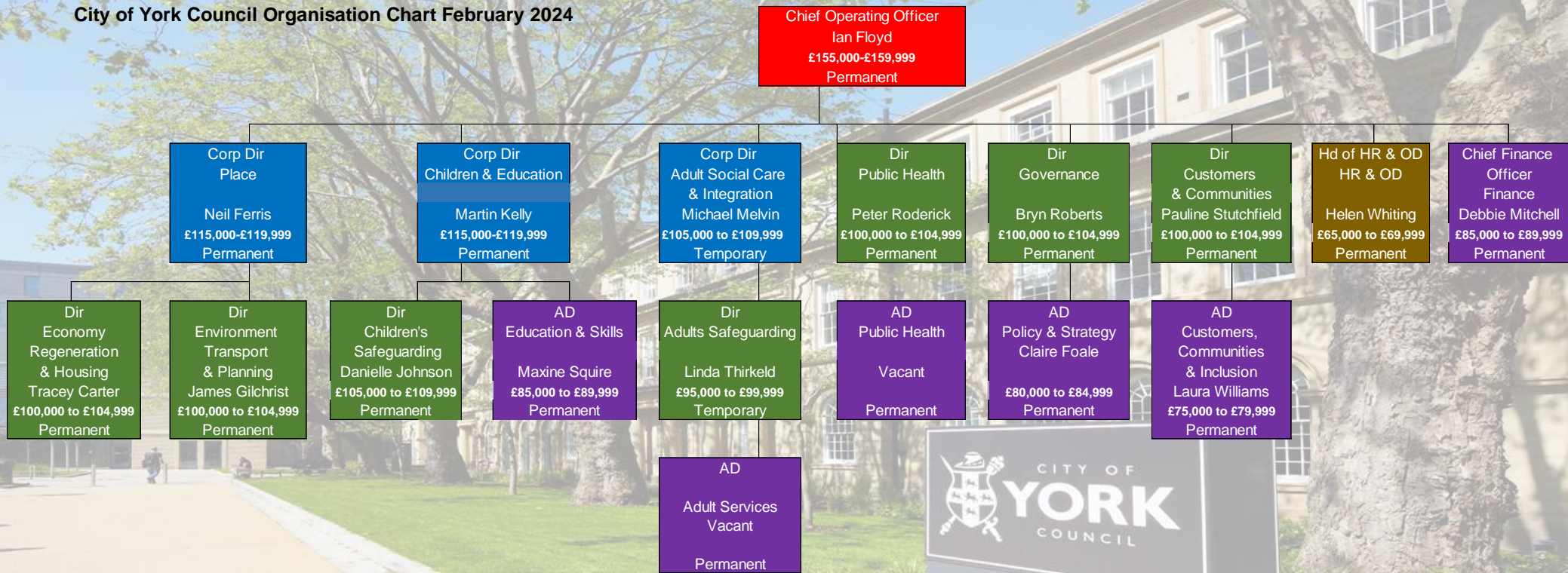
Transparency Information

The following section provides information as required under the Local Authorities (Data Transparency) Code 2015.

The Council is currently undertaking a review of the senior management structure which may result in changes to structure, roles and the job holders currently reported on in the following section. An update to this report will be made following agreement of any changes made as a result of the review.

Organisation Chart (See further notes below)

City of York Council Organisation Chart February 2024



Notes for the Organisation Chart

The chart shows the council's senior staff. The information shown is in the order of:

Job Title
Department
Name of job holder
Salary in £5,000 brackets
Contract status

The grades are colour coded within the above organisation chart, and the salary ceilings for these grades are as follows:

| | |
|----------|----------------|
| COO | up to £159,511 |
| Corp Dir | up to £119,721 |
| Dir | up to £106,857 |
| AD | up to £87,761 |
| G13 | up to £72,736 |

The senior staff can be contacted by:

📧 Email using: firstname.lastname@york.gov.uk

☎ Telephone: 01904 551550

More information on service responsibilities can be found at: [Council Management Team – City of York Council](#)

Employees with remuneration over £50,000.

The Council has 212 employees with remuneration over £50,000. This includes the roles reported in the organisation chart. These employees are covered by the national pay arrangements for Chief Operating Officers, Chief Officers, Soulbury Officers, Educational Psychologists, Teachers (non-school based) and Local Government Service Employees.

The following list shows the job titles of roles with remuneration over £50,000 in £5,000 brackets:

| £50,000 to £54,999 | 115 |
|--|-----|
| Approved Mental Health Professional (AMHP) | |
| Approved Mental Health Professional (AMHP) | |
| Approved Mental Health Professional (AMHP) | |
| Approved Mental Health Professional (AMHP) | |
| Asset Manager | |
| Assistant Service Manager - Mental Health | |
| Bereavement Services Manager (Gd 11) | |
| Business Change Manager | |
| Category Manager G11 (Career Grade) | |
| Category Manager G11 (Career Grade) | |
| Communities Team Manager | |
| Community Safety Manager (Neighbourhood Safety) | |
| Community Safety Manager Crime & Night Time Economy | |
| Community Sports Development Manager | |
| Customer & Resident Services Manager | |
| Democratic Services Manager | |
| Design and Sustainability Manager | |
| DM Team Leader | |
| Education Psychologist | |
| Facilities Manager (TFM) West Offices | |
| Flood Risk Manager | |
| General Licensing Manager | |
| Healthy Child Service Manager (G11) | |
| Healthy Child Service Manager (G11) | |
| Highways Asset Manager | |
| Highways Engineering Design Manager | |
| Housing ICT Programme Business Change Manager (Secondment) | |
| Housing Management Services Manager | |
| Housing Options and Support Services Manager | |
| HR Performance and Change Manager | |
| HR Performance and Change Manager | |
| HR Performance and Change Manager | |
| Improvement and Transformation Service Manager | |
| Independent Reviewing Officer - Carers & Placements (G11) | |
| Independent Reviewing Officer (G11) | |
| Independent Reviewing Officer (G11) | |
| Independent Reviewing Officer (G11) | |
| Independent Reviewing Officer (G11) | |
| Independent Reviewing Officer (G11) | |
| Information and Social Action Manager (G11) | |

| |
|---|
| Information, Governance and Feedback Team Manager |
| Investment Manager - Housing Maintenance |
| Lead Nurse for Safeguarding |
| Learning Disability Service Manager |
| M and E Engineering Services Manager |
| Parking Services Manager |
| Practice Manager - Specialist Learning and Employment Adviser |
| Principal Accountant |
| Principal Accountant |
| Principal Building Control Surveyor |
| Programme Manager |
| Programme Manager |
| Public Health Specialist Practitioner Advanced |
| Public Health Specialist Practitioner Advanced |
| Public Health Specialist Practitioner Advanced |
| Public Health Specialist Practitioner Advanced |
| Public Health Specialist Practitioner Advanced |
| Public Health Specialist Practitioner Advanced (Family Hub) |
| Public Health Specialist Practitioner Advanced (PH003) |
| Public Protection Manager - Regulatory Advice |
| Registration Services Manager |
| Resourcing Manager |
| Resourcing Manager |
| Revenues and Benefits Manager |
| School Business Support Manager |
| Senior Investigator |
| Senior Investigator |
| Senior Investigator - Secondment |
| Senior Lawyer - Contract Commercial |
| Senior Lawyer - Contract Commercial |
| Senior Lawyer - Litigation |
| Senior Lawyer - Litigation |
| Senior Lawyer - Planning |
| Senior Lawyer - Planning |
| Senior Lawyer - Property |
| Senior Lawyer - Property |
| Senior Lawyer - Social |
| Senior Lawyer - Social |
| Senior Regeneration Project Delivery Manager |
| Senior Solicitor - Employment & Education |
| Senior Transport Project Manager |
| Senior Transport Project Manager |
| Senior Transport Project Manager |
| Service Manager |
| Service Manager - Assessing Carers |
| Service Manager - Child Exploitation Lead |
| Service Manager - CiN 3 |
| Service Manager - CiN Team 4 |
| Service Manager - MASH |
| Service Manager - MASH |
| Service Manager - R&A 1 |
| Service Manager - R&A 1 |
| Service Manager - R&A 2 |
| Service Manager - R&A 3 |

| | |
|---|-----------|
| Service Manager - R&A 3 | |
| Service Manager - R&A 3 | |
| Service Manager - Social Work 1 | |
| Service Manager - Social Work 2 | |
| Service Manager Independent Review Service | |
| Service Manager Independent Review Service | |
| Strategic Manager - Employability and Work Programmes | |
| Strategic Planning Policy Manager | |
| Strategy & Contract Manager | |
| Supported Housing Service Manager | |
| Sustainable Transport Manager | |
| Team Manager - ASC Community Team | |
| Team Manager - Hospital Team | |
| Team Manager - Intensive Support Services | |
| Team Manager - Physical Disability and Sensory Impairment | |
| Team Manager Adoption | |
| Team Manager- Learning Disabilities | |
| Team Manager- Learning Disabilities | |
| Technical Accountant | |
| Transport Major Projects Regulatory Coordinator | |
| YOT Manager | |
| £55,000 to 59,999 | 27 |
| Corporate Business Partner - Acting Up | |
| Court Business Partner (Acting Up) | |
| Education Psychologist | |
| Education Psychologist | |
| Finance Manager | |
| Head of Active and Sustainable Transport - Acting Up | |
| Head of Agency - One Adoption North and Humber (Regional Adoption Agency) | |
| Head of Corporate Parenting | |
| Head of Fleet and Operations | |
| Head of Highway Access and Development | |
| Head of Highway Asset Management - Secondment | |
| Head of Inward Investment and Business Growth | |
| Head of Operations and Partnerships COM | |
| Head of Operations and Partnerships LD PFA | |
| Head of Operations and Partnerships MH P2R | |
| Head of Procurement | |
| Head of Programmes and ITS | |
| Head of Provider Services All Age Care and Support | |
| Head of Provider Services All Age Learning Disabilities and Autism | |
| Head of Safeguarding Interventions | |
| Head of Strategic Planning & Policy | |
| Head of Transformation and Improvement | |
| Healthy and Sustainable Homes Manager | |
| Housing Delivery Programme Manager | |
| ICT Digital Portfolio and Change Manager | |
| ICT Infrastructure and Security Manager | |
| Service Improvement Manager | |
| £60,000 to 64,999 | 33 |
| Corporate Business Partner | |
| Education Psychologist | |
| Education Psychologist | |
| Education Psychologist | |

| | |
|---|-----------|
| Education Psychologist | |
| Finance Manager | |
| Head of Assessment MASH and Targeting Interventions | |
| Head of Business and Administrative Support Services | |
| Head of Business Intelligence | |
| Head of Carbon Reduction | |
| Head of Communications and Marketing | |
| Head of Community Safety | |
| Head of Economy | |
| Head of Education Support Services | |
| Head of Facilities Management & Property Services | |
| Head of Highways and Transport | |
| Head of Housing Management Services | |
| Head of Housing Strategy and Performance | |
| Head of ICT Support | |
| Head of Innovation and Children's Champion | |
| Head of Public Health (Healthy Child Service) | |
| Head of Regeneration | |
| Head of Service Resources - Fostering and Residential Care | |
| Head of York Learning | |
| Major Transports Projects Manager | |
| Regional Investigations and eCrime Manager | |
| School Improvement Adviser 0-11 | |
| School Improvement Adviser 11-19 | |
| School Inclusion Advisor | |
| Senior Education Psychologist | |
| Service Manager - Strategic Services | |
| Specialist Senior Educ Psychologist | |
| £65,000 to £69,999 | 12 |
| Head of All Age Commissioning | |
| Head of Communities | |
| Head of Democratic Governance | |
| Head of Human Resources & Organisational Development | |
| Head of Integrated SEND (0 - 25) | |
| Head of Legal | |
| Head of Planning & Development Services | |
| Head of Property | |
| Head of Public Protection | |
| Head of Quality Assurance, Safeguarding and Principal Social Worker | |
| Head of Service - Finance (Deputy s151 Officer) | |
| Team Leader - Specialist Teaching Team | |
| £70,000 to £74,999 | 10 |
| Head of City Development | |
| Head of Customer, Resident & Exchequer Services | |
| Head of Environmental Services | |
| Head of Housing Delivery & Asset Management | |
| Head of Primary School Improvement | |
| Nurse Consultant in Public Health | |
| Principal Educational Psychologist | |
| Principal Social Worker Safeguarding | |
| Shared Head of ICT York and Harrogate | |
| Virtual School Head | |
| £75,000 to £79,999 | 1 |
| Assistant Director Communities and Inclusion | |
| £80,000 to £84,999 | 1 |

| | |
|--|----------|
| Assistant Director Policy & Strategy | |
| £85,000 to £89,999 | 2 |
| Assistant Director Education & Skills | |
| Chief Finance Officer | |
| £95,000 to £99,999 | 1 |
| Director of Adults Safeguarding - Acting Up | |
| £100,000 to £104,999 | 5 |
| Director Customer and Communities | |
| Director Economy, Regeneration and Housing | |
| Director Environment, Transport and Planning | |
| Director of Governance | |
| Director of Public Health | |
| £105,000 to £109,999 | 2 |
| Corporate Director of Adults and Integration - Acting Up | |
| Director of Childrens Safeguarding | |
| £115,000 to £119,999 | 2 |
| Corporate Director Children and Education | |
| Corporate Director Economy & Place | |
| £155,000 to £159,999 | 1 |
| Chief Operating Officer | |