

AGENDA SUPPLEMENT

Council

To: All Members of City of York Council

Date: Thursday, 21 November 2024

Time: 6.30 pm

Venue: Merchant Adventurers' Hall, Fossgate, York, YO1 9XD

The Agenda for the above meeting was published on **13 November 2024**. The attached additional documents are now available for the following agenda item:

- 15. Pay Policy Statement 2024 - 25** (Pages 1 - 14)
Updated 2024/25 Pay Policy Transparency Information

This agenda supplement was published on **26 November 2024**.

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Meeting:	Council
Meeting date:	21 st November 2024
Report of:	Director of Governance
Portfolio of:	Leader of the Council and Executive Member for Policy, Strategy and Partnerships

Decision Report : Updated 2024/2025 Pay Policy Transparency Information

Pay Policy Statement and Transparency Information

1. The Pay Policy Statement for 2024-25 was approved at Budget Council on 22nd February 2024. The report noted that an update would be required following the review of the Senior Management Structure.
2. The statement covers the pay of the Council's senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.
3. This report update complies with the statutory guidance issued under Section 40 of the Localism Act 2011 which requires approval of the Pay Policy Statement including any significant changes to the statement and changes to the associated Data Transparency (under The Local Authorities (Data Transparency) Code 2015) by full Council.
4. The Council is required to produce and publish a Pay Policy Statement annually. The next report will be presented to Budget Council in February 2025, which will then be published publicly on or before 31st March 2025. The February 2025, statement will include an updated pay ratio and median salary as, at the time of writing, the Chief Operating Officer's salary remains the same as reported in February 2023 statement.

Recommendation and Reasons

5. To note the update on the Senior Manager Organisation Structure Chart and the report of Employees with remuneration over £50,000 for publishing.

Reason: In order to fulfil the requirements of Section 38 – 43 of the Localism Act 2011 and the and changes to the associated Data Transparency (under The Local Authorities (Data Transparency) Code 2015) which requires the Council to produce and publish an annual policy statement, and any revisions to the policy where significant changes are made.

Revisions to Published Data

6. The Pay Policy Statement also includes information the Council is required to publish under The Local Authorities (Data Transparency) Code 2015. Combining the information provides improved transparency, consistency and clear presentation of data which can easily be accessed by the public.
7. There is no change to the Council's Pay Policy Statement only the transparency data. As the Council combine the Pay Policy and transparency data, this report seeks Councils endorsement to publish updates reflecting the changes brought about by the senior management structure review.
8. This includes changes to two data sets; a new Organisation Structure which is provided in **Annex 1** and revised data for employees with remuneration over £50,000 which is provided in **Annex 2**.
9. The updated documents will be placed on the Council's web site following the Council meeting.

Consultation Analysis

10. There is no requirement to consult with other management bodies on the Pay Policy Statement or transparency data sets.

Organisational Impact and Implications

11. **Financial** - There are no financial implications.
12. **Human Resources (HR)** – There are no human resources implications.
13. **Legal** – The Pay Policy Statement meets the requirements of the Localism Act and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act.
14. **Procurement** – There are no procurement implications.
15. **Health and Wellbeing** – An approach to council pay which aims to support staff on lower incomes through the real living wage will have positive health and wellbeing impact on the public's health, as will a transparent and cautious approach to the 'pay multiple', which is in line with reducing inequalities in the city and our goals in the Health and Wellbeing Strategy.
16. **Environment and Climate action** – There are no implications as there is no policy change.
17. **Affordability** - If the Living Wage is to continue then this report will have a positive effect on those employees on a lower income.
18. **Equalities and Human Rights** - The Council recognises, and needs to take into account its Public Sector Equality Duty under Section 149 of the Equality Act 2010 (to have due regard to the need to eliminate discrimination, harassment, victimisation and any other prohibited conduct; advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and foster good relations between persons who share a relevant protected characteristic and persons who do not share it in the exercise of a public authority's functions). The information provided in this report is required by the stated Act and Code. However, further information on equalities in pay can be seen in the Council's Gender Pay Gap reports published annually. [CYC Gender Pay Gap - Datasets - York Open Data](#)

19. **Data Protection and Privacy** – Data protection impact assessments (DPIAs) are an essential part of our accountability obligations and is a legal requirement for any type of processing under UK GDPR. Failure to carry out a DPIA when required may leave the council open to enforcement action, including monetary penalties or fines. DPIAs helps us to assess and demonstrate how we comply with all of our data protection obligations. It does not have to eradicate all risks but should help to minimise and determine whether the level of risk is acceptable in the circumstances, considering the benefits of what the council wants to achieve. As there is no personal data, special categories of personal data or criminal offence data being processed to inform the decision in this report, there is no requirement to complete a DPIA for it. This is evidenced by completion of DPIA screening questions. However, there will need to be consideration and completion of DPIAs where required, within the work required to implement the approved decision(s) from this report.

20. **Communications** – The Council’s Pay Policy Statements and Transparency information is published on the Council’s website at: <https://data.yorkopendata.org/group/transparency> This year’s information will be published following approval by Full Council.

21. **Economy** - Whilst there are no direct economy implications relating to the publication of the Pay Policy Statement, it is positive to note that the Council is a Living Wage Foundation accredited employer. This enables the Council, as a key employer in York, to lead by example in encouraging other local employers to consider paying their staff the Real Living Wage. This supports ambitions within the York Economic Strategy 2022-2032 to improve living standards and livelihoods for all of York’s residents and businesses and to promote ‘an economy driven by good business’.

22. **Specialist Implications Officer** – (Director of Governance and Monitoring Officer). There are no further implications.

Risks and Mitigations

23. There are no significant risks associated with production of the Pay Policy Statement or this update.

Wards Impacted

24. There are no wards impacted by this report.

Contact details

For further information please contact the authors of this Decision Report.

Author

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Report approved:	Helen Whiting – Chief Officer HR and Support Services
Date:	10 th October 2024

Background papers

Pay Policy Statement Council Report 2024/2025 approved at Budget Council 22nd February 2023

<https://democracy.york.gov.uk/documents/s173430/Pay Policy Statement 2024-2025 report.pdf>

Pay Policy Statement approved at Budget Council 22nd February 2024

<https://democracy.york.gov.uk/documents/s173431/Pay Policy Statement Transparency Information 2024-25.pdf>

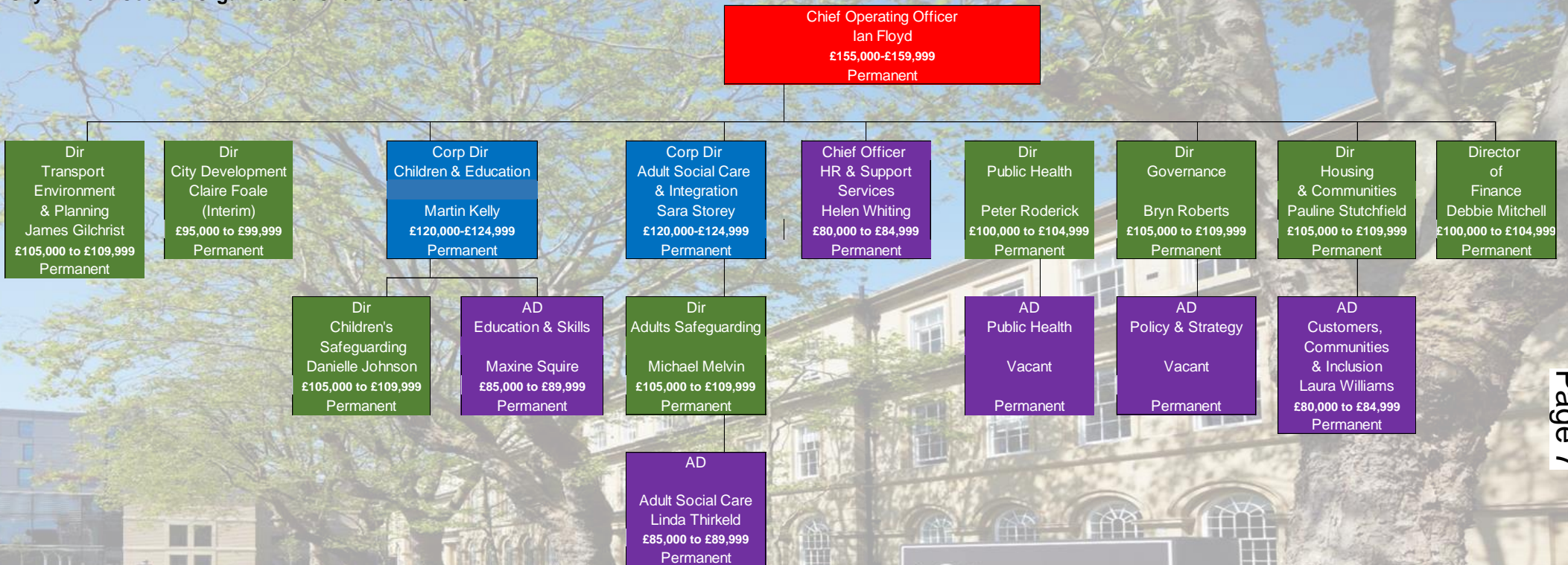
Annexes

Annex 1 – Senior Manager Organisation structure as at 1st October 2024

Annex 2 – Employees with remuneration over £50,000

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City of York Council Organisation Chart October 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 as per the Transparency Guidance requirements

Contract status

The job roles are colour coded in line with the actual salary grade ceilings for the relevant officer role:

COO	up to £159,511
Corp Dir	up to £122,715
Dir	up to £109,529
AD	up to £89,956

For example; Corporate Director of Children Social Care and Education has a salary ceiling of £122,715 and within the transparency guidance £5000 salary banding this role would fit within the band of £120,000 to £124,999.

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:

<https://www.york.gov.uk/CorporateManagementTeam>

City of York Council Employees with a Remuneration Over £50,000 as at October 2024.

The following data has been updated as at October 2024 and shows the Council's 197 employees with remuneration over £50,000. This data set is reported in accordance with The Local Authorities (Data Transparency) Code 2015 and shows remuneration in £5000 bands, therefore, not presenting the actual salary band of the job roles.

This data set includes the roles presented in the senior managers organisation chart (Annex 1).

The 197 employees below are covered by the pay arrangements for Chief Executives (Chief Operating Officer), Chief Officers, Soulbury Officers, Educational Psychologists, Teachers (non-school based) and Local Government Service Employees.

It should be noted that those officers covered by the Chief Officer and Teachers pay arrangement are in receipt of a national pay award for 2024/2025, however, other Officers including the Chief Operating Officer (covered by Chief Executive pay arrangements), Local Government Service Employees, Educational Psychologists and Soulbury Officers are yet to receive their pay award as national collective bargaining for these groups of offices are not concluded. This list will therefore, change once collective pay bargaining is concluded and applied, a further report will be presented to Council with the appropriate update in February 2025.

£50,000 to £54,999	110
General Licensing Manager	
Communities Team Manager	
Practice Manager - Specialist Learning and Employment Adviser	
Learning Disability Service Manager	
Principal Accountant - Budget Collection Fund	
Information and Social Action Manager (G11)	
Service Manager - R&A 3	
Service Manager - Pathways	
Service Manager - Hamilton House	
Practice Development Manager	
Senior Investigator	
Senior Lawyer - Litigation	
Service Manager - CiN 3	
Public Health Specialist Practitioner Advanced	
Approved Social Worker	
Service Manager - R&A 3	
Independent Reviewing Officer (G11)	
Team Manager - ASC Community Team	
Service Manager - MASH	

Senior Regeneration Project Delivery Manager
Strategy & Contract Manager
Community Safety Manager Crime & Night Time Economy
Independent Reviewing Officer (G11)
Housing Business Change Manager (ICT Lead)
Service Manager
Service Manager Independent Review Service
Resourcing Manager
Public Protection Manager - Regulatory Advice
Principal Accountant
Service Manager - R&A 2
Community Sports Development Manager
Principal Accountant
Community Safety Manager (Neighbourhood Safety)
Team Manager- Learning Disabilities
Information, Governance and Feedback Team Manager
Strategic Manager - Employability and Work Programmes
Senior Investigator - Secondment
HR Performance and Change Manager
Housing Options and Support Services Manager
Revenues and Benefits Manager
Resourcing Manager
HR Performance and Change Manager
DM Team Leader
Team Manager - ASC Community Team
Programme Manager
Housing Management Services Manager
HR Performance and Change Manager
Improvement and Transformation Service Manager
School Business Support Manager
Service Manager Independent Review Service
Senior Lawyer - Planning
Asset Manager
Highways Engineering Design Manager
Senior Investigator
Team Manager - Intensive Support Services
Bereavement Services Manager (Gd 11)
Senior Lawyer - Contract Commercial
Supported Housing Service Manager
Technical Accountant
Design and Sustainability Manager
Public Health Specialist Practitioner Advanced (PH003)
Senior Lawyer - Contract Commercial
Customer & Resident Services Manager
Local Authority Designated Officer - LADO
YOT Manager
Facilities Manager (TFM) West Offices
Sustainable Transport Manager
Public Health Specialist Practitioner Advanced
Category Manager G11 (Career Grade)
Senior Lawyer - Social
Service Manager - CiN Team 4
Assistant Service Manager - Mental Health
Independent Reviewing Officer (G11)

Registration Services Manager	
Service Manager - Assessing Carers	
Healthy Child Service Operational and Quality Manager	
Approved Mental Health Professional (AMHP)	
Public Health Specialist Practitioner Advanced	
Team Manager - Physical Disability and Sensory Impairment	
Approved Mental Health Professional (AMHP)	
Senior Lawyer - Litigation	
Independent Reviewing Officer - Carers & Placements (G11)	
Senior Transport Project Manager	
Business Change Manager	
Senior Transport Project Manager	
Public Health Specialist Practitioner Advanced	
Approved Mental Health Professional (AMHP)	
Senior Lawyer - Contract Commercial	
Team Manager Adoption	
Public Health Specialist Practitioner Advanced	
Independent Reviewing Officer (G11)	
Service Manager - R&A 1 - Secondment	
Senior Lawyer - Social	
Senior Lawyer - Planning	
Public Health Specialist Practitioner Advanced	
Independent Reviewing Officer (G11)	
Highways Capital Delivery Manager	
Service Manager - Social Work 1	
Team Manager - ASC Community Team	
Service Manager - R&A 3	
Highways Asset Manager	
Investment Manager - Housing Maintenance	
Service Manager - MASH	
Independent Reviewing Officer (G11)	
Approved Mental Health Professional (AMHP)	
Service Manager - R&A 3	
Team Manager- Learning Disabilities	
Public Health Specialist Practitioner Advanced	
Senior Lawyer - Property	
Education Psychologist	
£55,000 to 59,999	23
Lead Nurse for Safeguarding	
Head of Active and Sustainable Transport	
Head of Regeneration	
Head of Highway Asset Management	
Head of Operations and Partnerships LD PFA	
Education Psychologist	
ICT Digital Portfolio and Change Manager	
Head of Corporate Parenting	
Healthy and Sustainable Homes Manager	
Head of Programmes and ITS	
Court Business Partner	
Head of Procurement	
Head of Provider Services All Age Learning Disabilities and Autism	
Head of Highway Access and Development	
Head of Operations and Partnership- HOSP - Acting Up	
Head of Safeguarding Interventions	

Head of Inward Investment and Business Growth	
Head of Agency - One Adoption North and Humber (Regional Adoption Agency)	
Head of Strategic Planning & Policy	
Head of Operations and Partnerships MH P2R	
Housing Delivery Programme Manager	
Head of Operations and Partnerships COM	
Service Improvement Manager	
£60,000 to 64,999	30
Education Psychologist	
Education Psychologist	
Education Psychologist	
Education Psychologist	
School Inclusion Advisor	
School Improvement Adviser 0-11	
Finance Manager	
Head of Housing Strategy and Performance	
Head of Business and Administrative Support Services	
Head of Education Support Services	
Head of Housing Management Services	
Head of Provider Services All Age Care and Support	
Head of York Learning	
Service Manager - Strategic Services	
Head of Community Safety	
Head of Business Intelligence	
Head of Innovation and Children's Champion	
Finance Manager	
Head of Public Health (Healthy Child Service)	
Corporate Business Partner	
Head of Economy	
Head of Fleet and Operations	
Head of Carbon Reduction	
Regional Investigations and eCrime Manager	
Head of Assessment MASH and Targeting Interventions	
Head of Service Resources - Fostering and Residential Care	
Head of Building Services	
Senior Education Psychologist	
Specialist Senior Educ Psychologist	
Head of Highways and Transport	
£65,000 to £69,999	8
Head of Public Protection	
Head of Service - Finance (Deputy s151 Officer)	
Head of Property	
Head of Communities	
Head of Planning & Development Services	
Head of Legal	
Head of Democratic Governance	
Team Leader - Specialist Teaching Team	
£70,000 to £74,999	10
Principal Educational Psychologist	
Virtual School Head	
Head of Customer, Resident & Exchequer Services	
Shared Head of ICT York and Harrogate	
Head of Housing Delivery & Asset Management	
Nurse Consultant in Public Health	

Head of Environmental Services	
Head of City Development	
Principal Social Worker Safeguarding	
Head of Primary School Improvement	
£80,000 to £84,999	2
Assistant Director Communities and Inclusion	
Chief HR and Support Services Officer	
£85,000 to £89,999	1
Assistant Director - Adult Social Care	
£90,000 to £94,999	1
Assistant Director Education & Skills	
£95,000 to £99,999	1
Director of City Development - Acting up	
£100,000 to £104,999	2
Director of Finance and Section 151 Officer	
Director of Public Health	
£105,000 to £109,999	6
Director of Adults Safeguarding	
Director of Governance	
Director Economy, Regeneration and Housing	
Director of Housing and Community Services	
Director of Transport and Environment	
Director of Childrens Safeguarding	
£120,000 to £124,999	2
Corporate Director Children and Education	
Corporate Director of Adults and Integration	
£155,000 to £159,999	1
Chief Operating Officer	
Total	197

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