

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.

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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