MANCHESTER
CITY COUNCIL

Pay Policy Statement:

2026/27

1. Introduction and Purpose

The Pay Policy Statement sets out the Council's policy regarding remuneration in accordance with the requirements of Section 38 of the Localism Act 2011 (The 'Act') and associated statutory guidance. The purpose of the statement is to provide transparency regarding the Council's approach to setting the pay of its employees and includes:

- The methods by which salaries of all employees are identified
- The detail and level of remuneration of the most senior employees
- The detail and level of remuneration of the lowest paid employees
- The relationship between the remuneration of the highest paid and other employees
- Information in response to the requirement to provide 'Gender Pay Reporting' information in line with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017

The Personnel Committee of the Council is responsible, on behalf of the full Council, for ensuring the provisions set out in this Statement are applied consistently throughout the Council. The Personnel Committee will also refer to Council any decisions affecting newly graded posts or regraded posts where the salary becomes £100,000 or more.

Scope of this Policy

This Pay Policy Statement relates to staff employed by Manchester City Council whose remuneration, including rate of pay and terms and conditions, are determined by and within the control of the authority. It therefore does not apply to:

- Staff employed by a third party contracted to work for the authority (although the comments under the sections below on *interim support* and *preventing tax avoidance* should be noted).
- Staff on secondment to or from the authority, where their rates of pay or terms and conditions are not determined by the Authority. The Authority's approach to secondments sets out how pay with regard to individuals in this group is managed.
- All staff employed in schools, including temporary teaching staff, support staff and agency staff.
- Staff employed through the authority on behalf of a third party where remuneration and some or all of the other conditions of employment are not determined by the authority.
- Unpaid volunteers or individuals on work experience placements. Such placements are intended to give students and/or individuals from the Council's social value priority groups experience of working in the public sector. These roles would not normally be expected to last longer than six weeks.

Once approved by the full Council, the Pay Policy Statement will come into effect on 1st April 2026 and will be subject to annual review.

Legislative framework

In determining pay, the Council will comply with all relevant employment legislation. The Council is also bound by collective agreements and contractual arrangements which cannot be unilaterally altered.

Relevant legislation includes the Employment Rights Act 1996, Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, the Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended), Agency Workers Regulations 2010, and the Children & Families Act 2014.

The Council has taken steps to ensure there is no discrimination within its pay structures and that all pay differentials can be objectively justified. Where relevant, legislative obligation will supersede the approach and principles outlined in this statement, for example where terms and conditions are preserved as a result of contracts of employment transferring under TUPE.

2. Determining pay

Salary levels for the workforce are set via analytical mechanisms. The Council operates a job evaluation scheme for officers at Grade 12 and below and a senior job evaluation scheme for roles at Grades SS1 – SS5 including Deputy Chief Executive (DCX) and Chief Executive (CEX) spot points. The pay and main contractual conditions of all employees of the Council are linked to a national pay bargaining structure relevant to the role (see *Collective Bargaining* below).

Pay can include elements applicable only to a specific group of employees, for example contractual arrangements and terms of the relevant national agreement. This includes, for example, specific allowances and additions to pay (e.g. overtime, flexibility payments, honoraria, which can be time limited and are subject to approval). In limited circumstances, time and cash limited pay protection may be applicable, arrangements for which have been agreed in accordance with relevant local negotiating arrangements.

Other additions to the salary of officers may be made in accordance with the Council's Constitution and stated policies (e.g. car user allowance). Such payments will be made in accordance with the principles of this statement and with approval by the delegated budget holder or approver. All such payments are made in order to support the delivery of effective services and adhere to the principle of value for money.

Collective Bargaining

The Council has a strong commitment to collective bargaining based on national salary structures and to full and open engagement with its workforce.

There is a continuing challenge to ensure the NJC pay spine can absorb the impact of significant annual increases to the statutory National Living Wage which are forecast to continue. The organisation's overarching strategy will continue to ensure the cost of its workforce falls within the budget allocation agreed by the Council in March 2026 as part of the organisation's overall budget for 2026/27 whilst working to ensure the pay structure is able to absorb National Living Wage increases in future years.

The Council remains committed to the national pay structure and the relevant national agreements including those for the National Joint Council (NJC) for local government services, the Joint National Council for Chief Executives and the Joint National Council for Chief Officers. Details of the pay awards agreed for 2025/26 are provided below.

For employees within the scope of the National Joint Council (NJC) for local government services, the following pay agreement has been reached, with effect from 1 April 2025:

- An increase of 3.20% on all NJC pay points

For officers falling within the scope of the Joint National Council for Chief Officers and for Chief Executives, a pay award of 3.20% on individual basic salaries has been agreed with effect from 1 April 2025.

The pay award for 2025/26 also encompasses the deletion of Spinal Column Point 2 (SCP2) from the NJC pay spine with effect from 1 April 2026 with SCP3 now becoming the first pay point.

The deletion of pay point 2 (SCP2) will be implemented as follows:-

- SCP2 will be deleted and SCP3 becomes the first pay point.
- Grade 1 will consist of SCP 3 only – staff within Grade 1 on SCP2 will be assimilated onto SCP3.
- Grade 2 will consist of SCP 4 only – staff within Grade 2 on SCP3 will be assimilated onto SCP4.
- Grade 3 will consist of SCP 5 and SCP 6 (a reduction from 3 pay points to 2 pay points within this Grade).

Appendix A sets out the new pay and grading structure for 2026/27 (subject to the agreement of the pay award).

Discussions with all national negotiating bodies are yet to begin for the 2026/27 period. However, as and when any national agreement is reached, this will be reflected in the Council's pay and grading structure appended to this statement.

The Authority will continue to consult with the trade unions representing its workforce on the impact of any changes in pay.

Policy on Remunerating Chief Officers

The Council's Chief Officers are the Corporate Management Team which includes the Chief Executive and those officers directly responsible for the key functions of the organisation. This information is currently available on the *Open Data* pages of the Council's website and will be updated on at least an annual basis to reflect changes to pay and the organisational structure and to support the Council's aim of enhancing transparency and clarity. Additional information, in accordance with the Accounts and Audit (England) Regulations 2015, is also included within the Council's Annual Statement of Accounts.

The Personnel Committee is responsible for making appropriate recommendations to Council in relation to decisions affecting the remuneration of any newly established or upwardly regraded post whose remuneration is or is proposed to be or would become £100,000 p.a.

Relevant Chief Officers are responsible for determining pay for senior roles alongside the Director of HR, OD & T. Salary levels are proposed in accordance with an analytical job evaluation process within four pay bandings for SS1-3 and SS5, five bandings for SS4 and additional spot salary levels for the Deputy Chief Executive and Chief Executive as set out within the appendix to this Statement.

Since 2018/19 progression through the incremental points within these grades has been dependent upon individuals demonstrating overall annual improvements in performance, measured by delivery against a set of corporate and directorate objectives which is set at the start of each year and covers a range of operational and strategic indicators which are monitored throughout the year.

Employment arrangements for Chief Officers are linked to the relevant national agreements including the Joint National Council for Chief Executives and the Joint National Council for Chief Officers, and salary values are increased in accordance with any nationally agreed pay awards as determined by the appropriate national Joint Negotiating Committee.

Bonus, Performance and Earn Back

The Council does not pay bonuses to staff (notwithstanding the link between incremental progression and pay noted above) as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its staff. Any areas of under-performance are addressed rigorously.

Election Fees

The Council is required to provide funding to the Returning Officer to discharge statutory functions relating to the administration of local government elections. The Returning Officer will make payments to those officers who undertake specific duties in relation to the elections (including to Chief Officers) in accordance with their role. The Chief Executive does not receive any additional payment for the role of Returning Officer for local government elections.

It should be noted that any fees which may be payable for duties undertaken in connection with national elections and referenda (such as Parliamentary General Elections or national referenda) or elections undertaken on a regional basis (Greater Manchester Combined Authority Mayoral Election) are not funded by the Council.

Recruitment and Retention

The Council's policy regarding the recruitment of all officers including senior officers is set out within the Recruitment and Selection Policy (this includes information relating to re-engagement). As indicated above, the Council aims to set appropriate pay levels, balancing costs with the need to attract and retain employees who contribute the appropriate skills, behaviours and experience needed to deliver its functions. From time to time, it is necessary to make additional payments within the Council's remuneration framework in order to secure or retain staff, with the appropriate skills, notably in roles where there is a national or regional shortage of such skills. Payments will be made in line with the Market Rate Supplement Policy.

Statutory Chief Officer posts including the Chief Executive can only be appointed to by a sub-committee of the Personnel Committee.

Non statutory posts are appointments by officers of the Council. In some cases, consultation with relevant Executive Members may be appropriate.

When an individual is appointed to a role remunerated at a higher grade with multiple scale points, whether through internal or external recruitment, the individual will be appointed to the bottom point of the relevant grade. In exceptional circumstances, appointment at a higher scale point can be considered and agreed by the relevant Chief Officer.

Interim Support

Where the Council is unable to recruit officers, or there is a need for interim support to undertake essential work or provide cover for a substantive post, the Council may decide to engage individuals on a temporary basis.

Such individuals will be sourced through a relevant procurement process in line with legal requirements, financial regulations and standards and the Council's agreed processes. This will ensure the Council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service and full compliance with legal requirements.

Preventing Tax Evasion and Tax Avoidance

The Council is fully compliant with the rules governing the prevention of tax evasion. In addition to this, the Council is committed to taking no part in the aiding of any form of tax avoidance. Council employees must take care not to engage in contractual arrangements which could be perceived as being primarily designed to reduce the rate of tax paid by any person or company.

Living Wage Employer

The Council aims to ensure that wages (salaries) in the City can sustain families and individuals and underpin a thriving economy. In 2015 the Council adopted a Living Wage Policy with the overarching aim to:

Ensure that Manchester City Council employees, current and potential contractors and suppliers, and Manchester based employers are fully aware of the City Council's commitment to the Living Wage. The City Council firmly believes that increasing the number of people being paid at least the Living Wage will make a significant contribution to supporting residents out of poverty and reducing dependence on in-work benefits.

The Manchester Living Wage (MLW) embodies the Council's commitment to the Living Wage Policy noted above. The Council is formally accredited by the Living Wage Foundation as a 'Living Wage Employer' and the Manchester Living Wage aligns to Living Wage Foundation's real living wage – referred to as the Foundation Living Wage in the remainder of this statement.

In October 2025, the Living Wage Foundation announced the new Foundation Living Wage hourly rate for the coming year of £13.45 per hour, an increase of 85p per hour. Accredited Living Wage Employers are required to implement the rise by 1 May 2026. The Manchester Living Wage will therefore be aligned to the new Foundation Living Wage rate from 1 April 2026.

Lowest Paid Employees

The lowest hourly rate of pay for a Council employee will be £13.59 per hour from 1 April 2026 following implementation of the NJC pay award for 2025/26 which included the deletion of SCP2. This hourly rate will increase further when national agreement is reached on the pay award for 2026/27.

Pay Award for 2026/27

Pay awards have been agreed for 2025/26 for Chief Executives, Chief Officers and all officers covered by National Joint Council (NJC) terms and conditions as detailed above. Discussions with all national negotiating bodies are yet to begin for the 2026/2027 period. As and when any national agreement is reached, this will be reflected in the Council's pay and grading structure appended to this statement.

3. Employee Cost and Salary Ratios

The Council does not have a target for the ratio between the pay of the highest earners and other employees. It does not propose to set one, accepting the judgement of the Hutton Report, that such targets serve no useful purpose. However, it will monitor this relationship to ensure that the remuneration of the highest paid is not excessive and remains consistent with the needs of the Council as expressed in this policy statement.

The salary multiple between the highest paid officer (the Chief Executive) and the median rate for all officers within the scope of this policy is 6.6:1.

This ratio results from the detailed implementation of the pay policies set out in this document and will vary with time dependent on the structure of nationally agreed pay awards and as the shape of the organisation and roles change.

4. Payments on Termination

The Council's approach to severance and discretionary payments on termination of employment is set out within its policy on the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2000 and 2006 and the Local Government Pension Scheme Regulations 2007 as agreed by the Council's Personnel Committee. The Council applies this policy to all employees and in all cases. Any changes to this policy, whether permanent or time limited, will be agreed by the Personnel Committee.

In addition to the Council's Severance and Early Retirement (Efficiency) Policy Statement the City Solicitor has the authority to settle, if appropriate and in the interests of the Council, any actual or threatened legal proceedings as set out in Part 3 Section F of the Council's Constitution.

Any severance packages with a value in excess of £100,000 (including any Pension Strain costs) will be approved by Council before they are agreed. This policy applies to severance packages pursuant to a settlement agreement. However, it does not apply in relation to the cost of early access to, and/or enhancement of a retirement pension, where the employee's employment is terminated on grounds of ill health.

The Council has adopted the statutory guidance on Special Severance Payments where non-contractual exit payments above certain thresholds are subject to additional scrutiny, approval and disclosure processes. This is to comply with our best value duty as set out in section 3 of the Local Government Act 1999. Further details are set out in the Special Severance Payments Guidance.

Provisions in the Finance (No.2) Act 2017 changed the rules on the taxation of termination payments to remove the distinction between contractual and non-contractual payments in lieu of notice, effective from April 2018. The Council continues to comply with these requirements.

5. Gender Pay Reporting

The Council is required by law to carry out Gender Pay Reporting on an annual basis in line with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017. Reporting is based on a 'snapshot' date of 31 March 2025 and must include:

- the difference between the mean and median hourly rate of pay of male and female employees.
- the difference between the mean and median bonus pay received by male and female employees.
- the proportions of male and female employees who were paid a bonus, and
- the proportions of male and female employees in the lower, lower middle, upper middle, and upper quartile.

It is worth emphasising that a 'Gender Pay Gap' is not the same as an issue of 'Equal Pay'. The Council has a long-standing commitment to equality and a sound analytical approach to pay and grading in line with the Single Status Agreement as well as an analytical approach to the evaluation of senior roles. As a result, the Council is confident employees receive remuneration within the same grade when carrying out the same or equivalent work. The gender pay gap therefore does not stem from paying men and women differently. Rather, it is the result of the roles in which men and women work within the organisation and the salaries that these roles attract.

The tables below provide the information the Council is required to publish in line with the legislation cited above and is based on the snapshot date of 31 March 2025.

Table A: Gender Pay Gap

Gender Pay Gap (difference in hourly pay)		
	Mean	Median
Hourly Pay	3.2%	1.4%

The table above shows the percentage difference between the mean (average) and median (middle value) hourly rate of pay of male and female employees. A positive percentage shows that, on average, female employees are paid less than male employees. The closer to 0 the lower the Gender Pay Gap.

Table B: Bonus Pay

The Council does not pay bonuses

Table C: Pay Quartiles by Gender

Gender Split within each Pay Quartile		
Hourly Pay Quartile	Male	Female
Upper Quartile	37.7%	62.3%
Upper Middle Quartile	33.6%	66.4%
Lower Middle Quartile	35.7%	64.3%
Lower Quartile	33.8%	66.2%

The table above shows the percentage of male and female employees in the lower, lower middle, upper middle and upper quartile pay bands. These quartiles have been calculated by working out the hourly pay for each employee and then ranking them in order from lowest to highest paid. This list is then divided (as equally as possible) into four sections to provide the above.

The Council's mean gap of 3.2% (*previous year: 3.4%)* and median gap of 1.4% (*previous year: 0.7%)* remains significantly below the mean and median gap for the UK of 13.4% and 12.8%[1] respectively. However, the Council is committed to reducing its pay gap even further.

The gender pay gap within the Council reflects the level of female employees within the lower quartile pay band. Roles within this quartile are often part-time or term-time-only and follow the national trend of being predominantly female. Female employees account for c.65% of the overall employees falling within the scope of the gender pay calculations but this increases to 66% of employees falling within the lower quartile pay band. Conversely, there is a disproportionately low level of female employees within the upper quartile pay band where 62% of employees are female.

Whilst, as noted above, the key factors here align with the national trend, the Council is committed to undertaking action which will support a positive reduction in the gender pay gap (i.e. through increasing the average pay of women and not reducing overall pay or removing lower paid roles from the organisational structure). Key activities in support of this include:

- The Workforce Equality, Diversity and Inclusion Plan 2025 – 2028 includes reducing the pay gaps across gender, ethnicity and disability as an objective.
- We continue to deliver our LeadHership programme focused on driving the internal progression for Black, Asian and Minority Ethnic Women. We have delivered four cohorts with 65 participants of whom 39% have achieved promotions.
- We have enhanced our recruitment portal to allow hiring managers to review job descriptions and adverts for language that may indicate gender bias before posting.

[1] All employees as per ONS, Gender Pay Gap in the UK: October 2025 - Provisional

- We produce and monitor data in the Workforce Diversity Profile for all women and women in senior leadership positions.
- The Women's Equality Network continues to play a vital role in driving inclusion across our organisation.
- In December 2025, we achieved Menopause Friendly Accreditation, a clear demonstration of our commitment to supporting colleagues through every stage of life.
- All our workforce policies are subject to an Equality Impact Assessment as part of the review process. This ensures that any potential impacts relating to gender are identified at any early stage and addressed to ensure employment approaches are fair for all and specific requirements are built into policy and guidance.
- Apprenticeships are available to new and existing employees with qualifications from level 2 (NVQ/GCSE equivalent) to level 7 (post-graduate degree). They are available to people at any stage of their career looking to further develop skills and knowledge.
- Our flexible working framework enables employees to better balance their home and work commitments, while promoting flexibility as a standard across roles at all levels of the organisation.
- Our Diverse Panels App connects recruiting managers with diverse panel members from across our workforce. In line with Council policy, all recruitment panels must be gender-diverse, and this tool helps ensure that requirement is consistently met.
- Our Tackling Discrimination Action Plan will shape both corporate and directorate-level actions to drive meaningful local change.
- Our Pregnancy and Parenting Network continues to offer a mentoring programme to support parents returning to work following maternity, adoption, or shared parental leave, by pairing them up with mentors who have experienced the same period of transition.

The Government has confirmed their intention to introduce a mandatory requirement for employers with 250 or more employees to publish their disability pay gap. The details of these measures and when they will be brought into effect is not yet known. The Council responded to a government consultation on ethnicity and disability pay gap reporting in 2025 and will await further detail on how we approach such reporting in future.

6. Ethnicity Pay Gap Reporting

The Government has confirmed its intention to introduce a mandatory requirement for employers with 250 or more employees to publish their ethnicity pay gap. The details of these measures and when they will be brought into effect is not yet known. There is currently no legal requirement for employers in the UK to publish ethnicity pay gap information – it remains a voluntary disclosure. Ethnicity pay gap reporting is much more complex than gender pay gap reporting. While gender pay analysis only involves a comparison between two groups, ethnicity pay analysis involves a number of ethnic groups. However, the government issued guidance in May 2023 on how to voluntarily analyse and report on ethnicity pay and the Council believes that publishing this data will help to build transparency and trust.

Unlike gender, the Council's ethnicity disclosure rate is not 100% (as at March 2025, it was 89%) as not all employees have provided us with this data. Therefore, any employees with undisclosed ethnicities are excluded from the calculations.

The tables below are again based on the snapshot date of 31 March 2025.

Table D: Ethnicity Pay Gap

Ethnicity Pay Gap (difference in hourly pay)				
	Mean		Median	
	2025	***2024***	**2025**	***2024***
Black ethnic group	11.7%	*12.3%*	11.8%	*12.3%*
Asian ethnic group	8.0%	*8.0%*	8.9%	*9.2%*
Mixed ethnic group	*5.7%*	*4.9%*	4.5%	*1.5%*
Other ethnic groups	9.8%	*10.6%*	10.9%	*9.2%*
Overall Ethnicity Pay Gap	**9.7%**	***9.9%***	**9.1%**	***9.4%***

The table above shows the percentage difference between the mean (average) and median (middle value) hourly rate of pay of employees from a White ethnic background and employees from an Ethnic minority (excluding white minorities) background. A positive percentage shows that, on average, employees from an Ethnic minority (excluding white minorities) background are paid less than employees from a White ethnic background. The closer to 0 the lower the Ethnicity Pay Gap. The percentages for the previous year are shown in brackets.

The Council's mean ethnicity pay gap is 9.7% (*previous year: 9.9%)* and median ethnicity pay gap is 9.1% (*previous year: 9.4%).* The Council is committed to reducing its ethnicity pay gap through initiatives described below.

Table E: Bonus Pay

The Council does not pay bonuses.

Table F: Pay Quartiles by Ethnicity

Ethnicity Split within each Pay Quartile							
Hourly Pay Quartile	**White ethnic group**	**Black ethnic group**	**Asian ethnic group**	**Mixed ethnic group**	**Other Ethnic Group**	**Prefer not to say**	**Undisclosed**
Upper Quartile	72.9%	7.6%	6.0%	3.2%	0.4%	2.8%	7.2%
Upper Middle Quartile	65.3%	12.3%	7.1%	3.8%	0.6%	2.7%	8.2%
Lower Middle Quartile	64.8%	16.2%	7.2%	3.8%	1.1%	2.8%	4.1%
Lower Quartile	55.0%	18.9%	9.9%	3.5%	0.7%	4.3%	7.9%
Council Wide	**64.5%**	**13.7%**	**7.5%**	**3.6%**	**0.7%**	**3.1%**	**6.8%**

The table above shows the percentage of employees from a White ethnic background and employees from an Ethnic minority (excluding white minorities) background in the lower, lower middle, upper middle and upper quartile pay bands. These quartiles have been calculated by working out the hourly pay for each employee and then ranking them in order

from lowest to highest paid. This list is then divided (as equally as possible) into four sections to provide the above.
The overall percentage of employees from an Ethnic minority (excluding white minorities) background within the scope of the ethnicity pay gap calculations is 25.5% when “prefer not to say” and “undisclosed” responses are included (28.4% when they are excluded).

The table demonstrates that the relative proportion of employees from an Ethnic minority (excluding white minorities) background tends to decrease as the pay bands increase and that they are therefore relatively under-represented in higher pay bands (particularly in relation to employees from black ethnic and Asian ethnic backgrounds). The notable under-representation of employees from an Ethnic minority (excluding white minorities) background within the upper quartile pay band is a significant factor driving the Council’s current ethnicity pay gap.

The Council is committed to reducing the ethnicity pay gap and increasing the representation of employees from an Ethnic minority (excluding white minorities) background at all levels which is reflected in the Workforce Equality, Diversity and Inclusion Plan and the Talent Plan. Key activities to support this include:

- The Workforce Equality, Diversity and Inclusion Plan 2025 – 2028 identifies race and anti-racism as key priorities.
- The Corporate Management Team has approved the establishment of an Anti-Racism Working Group to oversee delivery of the Anti-Racism Programme.
- The Let’s Talk About Race programme forms part of the Council’s ambition to improve race equality and build an inclusive workplace.
- We have enhanced our recruitment portal to allow hiring managers to review job descriptions and adverts for language that may indicate bias in relation to race and ethnicity before posting.
- The Leadership Pathway Programme for our Black, Asian and Minority Ethnic staff. The programme aims to build on existing skills and capabilities and provide staff with experience and exposure to senior level colleagues.
- Our reverse mentoring scheme is in its fourth year and enables Black, Asian and Minority Ethnic staff to share lived experiences with senior leaders.
- The Council continues to invest in early career talent through a range of programmes such as:
    - the Graduate Management Trainee Programme which 15 graduates joined in 2023 with 31% identifying as Black, Asian and Minority Ethnic.
    - the School and College Leaver Programme which exemplifies the Council’s commitment to inclusive talent development. In Cohort 1 (2024), 29 young people joined the programme, with 75% identifying as Black, Asian or Minority Ethnic. Cohort 2 (2025) welcomed 15 participants, 53% of whom are from Black, Asian or Minority Ethnic backgrounds.
- All of our workforce policies are subject to Equality Impact Assessment as part of the review process. This ensures that any potential impacts relating to race are identified at any early stage and addressed to ensure employment approaches are fair for all and specific requirements are built into policy and guidance.
- Our Diverse Panel App connects recruiting managers with diverse panel members from across our workforce. In line with Council policy, all recruitment panels must be racially diverse, and this tool helps ensure that requirement is consistently met.

- The Race Equality Network continues to play a pivotal role in advancing inclusion across our organisation and is instrumental in supporting the delivery of the Workforce EDI Plan.

7. Publication

This Statement will be published on the *Open Data* pages of the Council's Website once it has been approved by Council.

In addition, details of senior posts are available on the Council's website together with information on the organisation's structure and the roles and responsibilities of individual officers. This information will be updated on at least an annual basis.

In order to comply with the regulations in relation to gender pay gap reporting, the Council figures will, in addition to publication in this Statement, also be submitted via the dedicated government portal for publication on the designated government website.

Additional information on the organisation's workforce expenditure is set out in the Council's Annual Statement of Accounts.

Detailed information on the equality make-up of the organisation's workforce is also available on the Council's website.

Glossary of Terms

Chief Officer (statutory definition)

Section 43(2) of the Localism Act defines a 'Chief Officer' for the purposes of the Pay Policy Statement as meaning the following:-

(a) the Authority's Head of Paid Service
(b) the Authority's Monitoring Officer
(c) the Authority's Director of Children's Services
(d) the Authority's Director of Social Services
(e) the officer having responsibility for the administration of the Authority's financial affairs
(f) any officer for whom the Authority's Head of Paid Service is directly responsible; or who, as respects all or most of the duties of his post, is required to report directly or is directly accountable to the Authority's Head of Paid Service; or who, as respects all or most of the duties of his post, is required to report directly or is directly accountable to the Authority itself or any committee or sub-committee of the Authority.
(g) any officer who, as respects all or most of the duties of his post, is required to report directly or is directly accountable to one or more of the officers listed at points (a) to (f) above.

The definition of 'Chief Officers' excludes any officer 'whose duties are solely secretarial or clerical or are otherwise in the nature of support services'.

Employer Pension Contributions

Where employees have exercised their statutory right to become members of the Local Government Pension Scheme, the Council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee. The rate of contribution is set by Actuaries advising the Greater Manchester Pension Fund (GMPF) and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The rate from April 2026 is 15.3% following the most recent GMPF triennial actuarial valuation.

Flexibility Payment

A flexibility payment is paid for roles where an employee is contractually required to work a regular pattern involving a non-standard rota, working 'over and beyond' normal working hours on a regular five, six or seven days out of seven pattern which includes late and weekend working. A graduated allowance will be included as part of the basic salary for the job, depending on the degree of inconvenience.

Foundation Living Wage

Also known as the 'real' Living Wage. This is a voluntary rate of pay announced annually by the Living Wage Foundation and is based on an independent assessment of the real cost of living based on a number of indicators, including goods and services, which represent what people need to meet their basic everyday needs.

FTE - Full Time Equivalent

This term stands for full-time equivalent (not full-time employee) and translates the total hours worked by part-time employees into the number of equivalent full-time employees.

Honorarium

An honorarium is a payment made to an individual in a structured, funded role for specific, time-limited additional duties undertaken on top of their substantive role. This can be a way of developing staff whilst maintaining service delivery. An approval process is in place for any payments made. Any honorarium payment made to an employee at Grade 12, SCP 51 or above, or where the honorarium is ongoing for over 12 months, requires approval by the relevant Chief Officer and the Director of HR, OD and T.

Manchester Living Wage

The Council's commitment to paying a living wage is reflected by the Manchester Living Wage. The Council is formally accredited by the Living Wage Foundation as a 'Living Wage Employer' and the Manchester Living Wage aligns to the Foundation's 'real' Living wage (also known as the Foundation living wage).

Median Salary

The authority's median salary is based on the salary which is the numerical 'mid-point' when the organisations salaries are arranged from top to bottom in order of size. It is based purely on the actual salary assigned to the post (assuming the post is worked at 1 FTE). Salaries of vacant posts, casual members of staff, contractors, and other non-employees are not used for the purposes of this calculation. The current median salary is £35,412.

National Living Wage

The National Living Wage is the statutory hourly rate of pay for those aged 21 and over.

On costs

These are the additional costs of employment, over and above what is paid (or provided) to the employee by way of remuneration. There are two types of on cost, *direct*, which for the purpose of this Statement is deemed to be employer's National Insurance and pension costs and *indirect* which include items such as premises costs, the cost of support functions etc and are not applicable to this Statement.

Pay / Remuneration

For the purpose of this Statement 'pay' is referred to as remuneration and is consistent within the definition contained within the Localism Act.

Pay Bill

The total sum paid by the organisation inclusive of salary and on-costs.

Salary / Spot Salary

For the purpose of this Pay Statement, salary refers to its normally accepted meaning i.e. monetary pay.

A spot salary is a salary set at a specific sum, does not form a part of a pay band or contain increments to which the employee is entitled. Spot salaries are normally subject to increase in line with contractual provisions with regard to inflation.

Senior Manager (Senior Officer)

Any Officer in receipt of a basic salary in ***excess*** of Spinal Column Point 51.

Severance Package

Severance packages can comprise of a number of different payments or benefits made in relation to the termination of a person's employment, which include (but are not limited to):

- lump sum severance payments
- redundancy compensation
- termination payments on grounds of business efficiency
- early access to, and/or enhancement of, pension benefits (in respect of this the value is defined as the capital cost to the Council of the early release / enhancement).
- salary paid in lieu of notice

Special Severance Payment

Special Severance Payments are payments made to employees, officeholders, workers, contractors, and others outside of statutory, contractual or other requirements when leaving employment in public service.

Appendix A: Pay & Grading Structure 2026/27 (subject to pay award)

Grade	SCP	Basic Pay	Grade	SCP	Basic Pay	Grade	SCP	Basic Pay
Grade 1	3	£24,796	Grade 8	31	£41,771	SS2**	21	£80,840
Grade 2	4	£25,185	Grade 8	32	£42,839	SS2**	22	£82,417
Grade 3	5	£25,583	Grade 8	33	£44,075	SS2**	23	£84,021
Grade 3	6	£25,989	Grade 8	34	£45,091	SS2**	24	£87,330
Grade 4	7	£26,403	Grade 8	35*	£46,142	SS3**	31	£91,985
Grade 4	8	£26,824	Grade 9	36	£47,181	SS3**	32	£93,783
Grade 4	9	£27,254	Grade 9	37	£48,226	SS3**	33	£95,616
Grade 4	10	£27,694	Grade 9	38	£49,282	SS3**	34	£101,692
Grade 4	11*	£28,142	Grade 9	39	£50,269	SS4**	41	£111,669
Grade 5	13	£29,064	Grade 9	40*	£51,356	SS4**	42	£113,857
Grade 5	14	£29,540	Grade 10	41	£52,413	SS4**	43	£116,094
Grade 5	15	£30,024	Grade 10	42	£53,460	SS4**	44	£118,375
Grade 5	17	£31,022	Grade 10	43*	£54,495	SS4**	45	£123,071
Grade 5	19*	£32,061	Grade 11	44	£55,940	SS5*	51	£143,836
Grade 6	21	£33,143	Grade 11	45	£57,097	SS5*	52	£147,525
Grade 6	22	£33,699	Grade 11	46	£58,498	SS5*	53	£153,584
Grade 6	23	£34,434	Grade 11	47*	£59,715	SS5*	54	£164,909
Grade 6	24	£35,412	Grade 12	48	£61,056	DCX		£176,805
Grade 6	25*	£36,363	Grade 12	49	£62,325	CEX		£233,755
Grade 7	26	£37,280	Grade 12	50	£63,619			
Grade 7	27	£38,220	Grade 12	51*	£64,927			
Grade 7	28	£39,152	SS1**	11	£72,031			
Grade 7	29	£39,862	SS1**	12	£73,420			
Grade 7	30	£40,777	SS1**	13	£74,844			
			SS1**	14	£77,783			

*	Progression subject to competency review
**	Progression dependent on individuals demonstrating overall annual improvements in performance