

COUNCIL  
23<sup>rd</sup> April 2014



<b>Recommendations from Cabinet, 31<sup>ST</sup> March 2014</b>	<b>Agenda No: 7</b>
<b>Linking The Basic Member Allowance To Training And Development Undertaken</b>	
<b>Portfolio Area:</b>	<b>Councillor Beavis, Cabinet Member, People and Participation</b>
<b>Background Papers:</b>	<b>Public Report</b>

**Minute Extract:**

**CABINET – 31<sup>ST</sup> MARCH 2014**

82. **LINKING THE BASIC MEMBER ALLOWANCE TO TRAINING AND DEVELOPMENT UNDERTAKEN**

**INFORMATION:** Members agreed to support the proposal to link the basic Member allowance to training and development subject to the following:

- That Member induction events held specifically for newly elected Members be excluded from the proposal;
- Clarity is provided as to the training sessions to which this scheme applies;
- That the proposal be based on withholding an element of the current basic allowance which Members would then receive in the final month of the year as a bonus related to their attendance at Member evening training events as set out in the report.

**DECISION:** That it be recommended to Council that subject to the amendments set out above, the amount of the basic Member allowance paid to individual Members be linked to their attendance at Member evening training events as set out in the report and that the scheme commences on 1<sup>st</sup> July 2015.

**REASON FOR DECISION:**

To promote and demonstrate commitment to Member development and support learning needs.

A revised report following the meeting of Cabinet is attached.

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23<sup>rd</sup> April 2014



<b>Linking the Basic Member Allowance to Training and Development Undertaken.</b>	<b>Agenda No: 7</b>
<b>Corporate Priority: Performance – Providing value for money</b> <b>Portfolio Area: People and Participation</b> <b>Report presented by: Cllr Joanne Beavis</b> <b>Report prepared by: Helen Krischock</b>	
<b>Background Papers:</b>  Council meeting – 22nd April 2013 - item 5	<b>Public Report</b>
<b>Options:</b>  To agree or not to link part of the basic Member allowance to attendance at Member evening training events	<b>Key Decision: No</b>
<b>Executive Summary:</b>  <b>1. Background</b>  At its meeting on 22nd April 2013, Council agreed, in response to the recommendations of the Independent Remuneration Panel, that part of the Basic Member Allowance be linked to training and development undertaken by Members.  Council also agreed that the Member Development Working Group should develop proposals for consideration by Council. This report is presented by Cllr Joanne Beavis, as Chairman of the Member Development Working Group, reflecting the work this Group has done on developing this proposal.  Currently there is no link between payment of the basic Member allowance and attendance at training/development events.  The proposal that follows was debated at Cabinet on 31 March 2014 and this report reflects Cabinet's comments and recommended changes.  <b>2. The aims of the proposal are to:</b> <ul style="list-style-type: none"><li>• To promote Member development</li><li>• To improve the knowledge and skills of Members</li><li>• To increase levels of Member engagement in respect of Member development generally.</li></ul>	

This proposal only relates to Braintree District Council's Member Development Evening Programme which is designed to encompass essential information on issues at a local level. It excludes other internal and external training events including Member Induction.

The Member Development Evening Programme usually consists of 9 events during the course of the year. An update of the Programme is sent out monthly to all Members and will also be published on the Member Portal.

**3. How this would work:**

The basic Member allowance is £4,491.00 annually and the monthly allowance is £374.25.

It is proposed that the monthly Member's allowance will be reduced to £343.00 per month and an amount equivalent to the current monthly allowance of £375.00 will be directly linked to Member's attendance at Member Development Evening Programme events on a sliding scale as follows:

Percentage annual attendance	0 – 10%	10 – 25%	25 – 50%	50 – 75%	75%+
Percentage of one month's allowance	0%	25%	50%	75%	100%
Value of attendance allowance	£0	£93.75	£187.50	£281.25	£375.00

In summary, this means that a Member attending 75% or more of the scheduled events will receive the full payment of £375.00.

**4. How this would be processed:**

The Human Resources (HR) team would calculate overall attendance for each Member at the end of each financial year.

Payroll would need to be informed by the end of February each year to pay the additional amount to Members in March of the same year.

**5. Implementation:**

It is proposed to implement this new scheme from 1st July 2015. The HR team will process attendance figures between July 2015 and February 2016 at Member Development Evening Programme events. Payroll will be informed in the first week of March 2016 and additional allowances will be paid in March 2016. Adjustments will be made in respect of the introductory period being 8 months instead of 12. Thereafter, calculations will be made on the basis of a 12 month period.

**Decision:**

To recommend to Council that the amount of the Basic Member Allowance paid to individual Members is linked to their attendance at Member Development Evening Programme events as set out in Section 3 of this report and this new scheme commences on 1<sup>st</sup> July 2015.

**Purpose of Decision:**

To promote and demonstrate commitment to Member development and support learning needs.

To increase attendance at corporate training events and to increase levels of member engagement with learning interventions generally.

To demonstrate that Braintree District Council continues to meet the standard of the East of England Charter for Elected Member Development. This was awarded in July 2011 and is due for renewal in October 2014.

**Any Corporate implications in relation to the following should be explained in detail**

<b>Financial:</b>	Potentially negative impact on individual Members in respect of reduced basic allowance. There would be a reduction in the cost of Members allowances if Members do not attend the required training. However, it is not intended to reduce the Members allowances budget at this stage.
<b>Legal:</b>	Decisions on Member allowances must be made by the Full Council having regard to the Independent Remuneration Committees recommendations. In this case the Independent Remuneration Committee has already indicated that this form of scheme is appropriate and therefore Council can implement such a change.
<b>Safeguarding</b>	None
<b>Equalities/Diversity</b>	None
<b>Customer Impact:</b>	None
<b>Environment and Climate Change:</b>	None
<b>Consultation/Community Engagement:</b>	None
<b>Risks:</b>	None
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