

**COUNCIL 29<sup>th</sup> NOVEMBER 2023****Governance and Business Committee, 30<sup>th</sup> October 2023****24 REVISION OF HR POLICIES - EXPENSES POLICY EXEMPT**

The Head of Human Resources and Organisational Development submitted a written report which sought approval to implement the revised Expenses Policy. The Expenses Policy had been revised to include the reimbursement of professional fees when essential for fulfilling a post, i.e., when there was a legal requirement to hold the membership to practice. This policy change had been consulted on with the Managers, HR Policy Focus Group, Legal Services, Finance Services, Equalities, and the Trade Unions. Positive comments were received from the Trade Unions in that if the fees were paid for by the Council this would give another level of compliance to ensure memberships to practice were up to date. The Equality Impact Assessment was completed to ensure it was in line with Equality Act 2010.

During discussions, Members referred to the possibility of recouping the fees paid for by the Council if an employee left its employ. In response, Officers advised that this option could be considered, but paying these fees encouraged the recruitment and retention of Solicitors, Social Workers and Occupational Therapists which were difficult to recruit to posts and provided more stability for the people they supported.

**\*RESOLVED that it be recommended to Council that the:**

**(a) revision to the Expenses Policy and reimburse professional membership fees to roles which legally require a professional membership to practice (Solicitors, Social Workers and Occupational Therapists) to enable them to be registered with their professional body be accepted and approved; and**

(b) Head of Human Resources and Organisational Development be requested look at data to assess the turnover of an early resignation being received when professional fees had been paid for by the Council.

(Part (a) only)