

**Bolsover District Council**

**Union / Employee Consultation Committee**

**9 October 2014**

<b>Review of Staff Access to Leisure Facilities</b>
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**Report of the Joint Assistant Director (Human Resources and Payroll)**

This report is public

**Purpose of the Report**

- To ask UECC to consider the proposal that Bolsover District Council employees and Councillors are charged at a discounted rate of 50% of the total cost of a monthly membership or pay as you go activities to access Leisure facilities operated by Bolsover District Council.

**1 Report Details**

- 1.1 The benefits of encouraging employees and Members to participate in leisure activities are that it facilitates a work life balance, enhances well-being and morale, reduces stress and depression and increases employee productivity. It is also useful as a recruitment incentive.
- 1.2 Currently, Bolsover District Council (BDC) employees and Members are charged for access to Council Leisure facilities excluding outdoor pitches and whole hall hire at a 25% discounted rate on the B-Active Leisure Membership Scheme which equates to 25% off a resident's rate.
- 1.3 Currently, there are a total of 32 employees who have leisure membership, each employee paying £25 per month. This is a reduction from around 80 when BDC offered the scheme free of charge before BDC moved to The Arc.
- 1.4 It is proposed employees and Members are charged at a discounted rate of 50% of the total cost of a monthly membership or pay as you go activities. This is a simple scheme that would hopefully encourage employees and Members to participate in sport activities while continuing to minimise the administrative burden on Leisure Services.

- 1.5 The HMRC Regulations state that employee access to leisure facilities that are open to the general public is classed as a taxable benefit. The proposal ensures employees and Members are charged a reasonable rate to access the Council Leisure facilities. As long as the discounted rate does not mean there is a cost to the Council by providing access to leisure facilities at this discounted rate e.g. requirement for longer opening hours or to employee extra staff to accommodate employee use of the facilities, this would satisfy HMRC regulations.
- 1.6 There would be no requirement to report this on an employee's or Member's P11D or for the employer to pay Class 1A National Insurance Contributions because the employee is paying for the benefit of accessing the leisure facilities.

## **2 Conclusions and Reasons for Recommendation**

- 2.1 The purpose of the report is to ask UECC to consider the proposal that Bolsover District Council employees and Councillors are charged at a rate of 50% discounted rate of the total cost of a monthly membership or pay as you go activities to access Leisure facilities operated by Bolsover District Council.
- 2.2 It is evident that encouraging employees and Members to access Council Leisure facilities does provide many benefits and supports achievement of corporate Health and Wellbeing objectives.
- 2.3 The proposed arrangements will meet HMRC requirements.
- 2.4 Provision of a simple, fair and consistent access to leisure scheme that could be applied separately at each Council would be beneficial to employees and Members health and wellbeing. Furthermore, it would then be relatively straightforward to administer for Leisure Services.

## **3 Consultation and Equality Impact**

- 3.1 Discussions on the proposal will take place at UECC.

## **4 Alternative Options and Reasons for Rejection**

- 4.1 None arising directly from this report

## **5 Implications**

### **5.1 Finance and Risk Implications**

Income from this provision will be monitored and reviewed.

5.2 **Legal Implications including Data Protection**

Full account has been taken of relevant legislation.

5.3 **Human Resources Implications**

None arising directly from this report.

6 **Recommendations**

- 6.1 That UECC consider the proposal that Bolsover District Council employees and Councillors are charged at a discounted rate of 50% of the total cost of a monthly membership or pay as you go activities to access Leisure facilities operated by Bolsover District Council.

7 **Decision Information**

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	N/A
<b>District Wards Affected</b>	N/A
<b>Links to Corporate Plan priorities or Policy Framework</b>	.

**8      Document Information**

Appendix No	Title
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
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