

CABINET MEMBER DECISION RECORD TEMPLATE

This form should be used to record Executive decisions taken by Cabinet Members

Decision Ref. No:
Responsible Officer: Sarah Longthorpe (Commercial Programme Manager)
Subject: Bournemouth Council Group Limited (the Group) - Non Executive Director(s) Remuneration
Decision taken: To remunerate the Bournemouth Council Group Limited Non Executive Director in recognition of the service and commercial expertise this position provides to the Group board.
Reasons for the decision: The Directors of Bournemouth Council Group Limited feel it is wholly appropriate to recognise the value of the commercial expertise this role brings to the Group, along with the significant time commitment involved, by remunerating this position accordingly. As such, the Group board agreed to remunerate the Non Executive Director position and have decided that a payment of £2,500pa would be appropriate. This level of remuneration was carefully considered by the board and compared against other similar member allowances.
Call-in and Urgency: This decision is subject to the Council's call in procedure.
Background: Cabinet on 24 th July 2013 approved the recommendation to appoint one Non Executive Director to Group board with suitable experience and skills to provide independent challenge and input for the Group and its subsidiaries. Further to an external recruitment process, Mr Gordon Page was appointed to the Group board as a Non Executive Director in November 2013. The Group's Shareholder Agreement requires any decision regarding remuneration of Directors to be approved by the Shareholder.
Options - and reasons for rejection: 1) Do not remunerate the Non Executive Director position. The company is at risk of losing the service and expertise this position provides, by not recognising its value in monetary terms. It would also be harder to attract new external candidates of a suitable calibre to undertake this position in the future.
Consultations undertaken:

The following Officers have been consulted and are supportive of the proposal;
 Interim Executive Director Finance, Section 151 Officer
 Service Director, Legal and Democratic, Monitoring Officer

The Directors of Bournemouth Council Group Limited consisting of Cllr John Beesley, Cllr Nicola Greene, Tony Williams and Robin Ingleton have been consulted and are supportive of the proposal. The Non Executive Director was excluded from the board discussions on this item.

Finance/Resource Implications:

The Finance Director of Bournemouth Council Group Limited is in agreement with this level of remuneration and recognises these costs will be incurred within the Group accounts.

The Section 151 officer confirmed that the cost of remuneration will be met by Bournemouth Council Group Limited.

Name: Ian Milner

Date: 20/8/15

Signature (of Chief Finance Officer)

Legal implications:

The Council as Shareholder has the power to take this decision and it is made in accordance with the Constitution.

Name: Tanya Coulter

Date: 20/08/15

Signature (of Monitoring Officer)

Risk assessment:

An initial risk assessment has been completed which identified this proposal as a low risk.

Name: Sarah Longthorpe

Date: 07/08/2015

Signature

Impact Assessments:

Environmental and Equality and Diversity Impact Assessments have been completed

Information for publication:

The decision contains no confidential information

Background papers:

- Cabinet Report 24 July 2014
<http://www.bournemouth.gov.uk/CouncilDemocratic/CouncilMeetings/CommitteeMeetings/Cabinet/2013/07/24/Cabinet24-Jul-2013.aspx>

Any conflict of interest declared by a Cabinet Member who is consulted by the Member taking the decision	Name of Cabinet Member	Nature of interest	Details of any dispensation granted by the Monitoring Officer
No			

Decision taken by:

Councillor John Beesley

Cabinet Portfolio: Resources

Signed:



Date of decision:

25.8.15.

Date of publication of record of decision: (to be inserted by Democratic Services)

Date decision effective - that is 5 working days after the date of publication of the record of decision unless the decision is called-in for consideration by the relevant Overview and Scrutiny Panel:

-insert
date-

EINA Screening Record

Title of Policy/Service/Project	Bournemouth Group Board Non Executive Director Remuneration
Date of screening	07 August 2015
Service Unit	Corporate & Commercial
Lead Responsible Officer	Sarah Longthorpe
Job Title	Commercial Programme Manager
Members of the Assessment Team	Hugh Lambourne

If the answers to the following questions are Yes or Don't know, then a full EINA will need to be carried out.

Is there likely to be a positive or negative impact in terms of equalities?	No
Does it involve a significant commitment of resources?	No

It is not necessary at the screening stage to identify adverse or differential impact

It is important to remember that even when it is decided that a policy/service/project does not require an EINA, it remains subject to the general duties. Not carrying out a full EINA places our council at greater risk of legal challenge because it cannot use the EINA process to meet our [Public Duties](#) around equality. It also means, more importantly, that opportunities may have been missed to promote equality.

If you have answered no to the questions above and do not intend to carry out an EINA, please explain why?

The proposal to remunerate a Non Executive Director does not change the governance or way the Council operates its Group Companies. This role already exists and the proposed remuneration amount is in line with existing member allowances.

Environment Impact Checklist for all Cabinet Reports

Issue: Bournemouth Group Non Executive Director Remuneration
 Meeting Date: N/A
 Accountable Manager: Hugh Lambourne
 Impact Assessor: Sarah Longthorpe, t: x1170 e: sarah.longthorpe@bournemouth.gov.uk

Key	
+	Balance of positive Impacts
?	Balanced or unclear impacts
-	Balance of negative impacts
n/a	Not applicable

Impact Criteria	Impact	Comments
Natural resources impact on use of natural resources - for example energy, water, raw materials		n/a
Quality of environment contribution to safe and supportive environments for living, recreation and working		n/a
Bio-diversity protects and improves wildlife and habitats		n/a
Waste and pollution effects on air, land and water from waste and emissions		n/a
Council Priority and Objectives for Improving our Environment: <ul style="list-style-type: none"> • Reduce traffic congestion • Improve streetscene • Improve recycling & energy management • Respond to climate change • Improve quality of existing space 		n/a

Please complete and save your checklist, and email a copy to Lee Green, Environment Strategy and Sustainability Manager @ lee.green@bournemouth.gov.uk

If you would like help in completing this checklist or would like to request a change, again contact Lee Green by email or call on 01202 451144.

G2 Initial Risk Assessment



PROJECT NAME:

Remuneration of Bournemouth Group Board Non Executive Director

PROJECT NUMBER: *To be obtained from PMO*

PROJECT RISK LEVEL:

LOW *

Table 1 - Suggested criteria on which to score the type of project (please tick appropriate category)					
CRITERIA				Score	
1) Duration of Project	0-6 months <input type="radio"/>	7-12 months <input type="radio"/>	Above 1 year <input checked="" type="radio"/>	6	
2) Effort	1-4 people (FTE) <input checked="" type="radio"/>	5-10 people (FTE) <input type="radio"/>	11+ people (FTE) <input type="radio"/>	1	
3) Business Impact	Service Unit/Service <input type="radio"/>	More than 1 SU <input checked="" type="radio"/>	Council/External <input type="radio"/>	6	
4) Priority	Desirable <input checked="" type="radio"/>	Highly Desirable <input type="radio"/>	Essential <input type="radio"/>	1	
5) Costs &/or Savings	Up to £250k <input checked="" type="radio"/>	£251k-£500k <input type="radio"/>	Over £501k or if project is to be funded through prudential borrowing <input type="radio"/>	2	
6) Risk Impact	Low Impact - Minor service disruption/inconvenience, minor injury, small financial loss, isolated service user complaint. <input checked="" type="radio"/>	Medium Impact - Service disruption, More serious injury or financial loss, adverse media coverage, numerous service user complaints <input type="radio"/>	High Impact - Significant or total service disruption, major disabling injury or fatality, high or catastrophic financial loss, adverse national media coverage, ministerial intervention in service running. <input type="radio"/>	1	
				Risk Score	17

A numerical rating is applied to each cell (see Table 1) For example a 'Priority' of 'Highly Desirable' is worth 3 points and a 'Cost' of '£501-£1m' is worth 5 points. Totalling the points scored for each 'criteria' gives a project score. This score is then mapped against a project-risk status in Table 1 below:

Table 1 - Risk Status	
Project Risk Rating	Points Total
Low	Between 10-18
Medium	Between 19-35
High	36+