

**Briefing Note**  
**Finance & Personnel Committee Thursday 28<sup>th</sup> May 2020**

**Item 9**

**To Receive Information on and Consider Working from Home Allowance**

Consideration should be given to whether Fremington Parish Council will pay its employees an allowance for working from home. Employers can choose to pay a tax-free allowance to those that have to work from home on a regular basis. From 6<sup>th</sup> April 2020 the allowance is up to £6 a week (for previous tax years the rate was £4 per week).

So far staff have been working at home for 9 full weeks (two weeks at the previous rate of £4 per week). There is an argument that the increase in cost to the employee working from home is negated by the saving in fuel cost to travel to the workplace, however, Fremington Parish Council has one employee who is an Apprentice and walks to work.

If the Committee agrees to offer the allowance it should be an offer to all staff and staff can choose whether to accept the allowance. This offer should be seen as a gesture of appreciation and thanks to the staff for the adjustment in their working circumstances and acknowledgement that there is an impact on their home running costs.

**Recommendation** that the Finance & Personnel Committee agree to offer the Working from Home Allowance of £4 per week for the weeks 23<sup>rd</sup> & 30<sup>th</sup> March and £6 per week from 6<sup>th</sup> April 2020 to its staff.

V Woodhouse  
May 2020