

AGREEMENT BETWEEN SEFTON METROPOLITAN BOROUGH COUNCIL (HEREINAFTER REFERRED TO AS 'THE COUNCIL') AND UNISON, GMB AND T&G UNITE (HEREINAFTER REFERRED TO AS 'THE TRADE UNIONS') CONCERNING CAR MILEAGE ALLOWANCES

A PURPOSE

The purpose of this Agreement is to:

- 1) Withdraw essential car user status on a phased basis to all employees.
- 2) Redefine the contractual requirement to have a vehicle available for work
- 3) Remove the top casual car user band from all employees from 1/09/2012
- 4) Commit the Council and the Trade Unions to on-going discussions to produce more environmentally friendly and cost effective employee transport initiatives

B SCOPE

All employees of the Council, other than teachers and other staff employed in schools.

C OPERATIVE DATE

The withdrawal of essential user status will be implemented with 3 months notice from 1/09/2009 in the manner described in Section D. The withdrawal of the top casual user band will be implemented from 1/09/2012.

D REVISED ALLOWANCES

- (i) Essential user car status, as defined within the various applicable national terms and conditions, will be withdrawn on a phased basis over nine months commencing at the end of the notice period. The phasing is as follows:

First three months period	Dec-Feb09	Full lump sum allowances
Second three months period	March-May 2010	Two thirds of lump sum allowance
Third three months period	June-August 2010	One third of lump sum allowance

The current essential car user mileage rates will be replaced during this period by a local arrangement (Appendix 1) that will taper the mileage rate upward in proportion to the reduction in the lump sum allowance. At the end of the period the casual user rate appropriate to the size of the vehicle will apply.

- (ii) The top casual car user band will cease on 1st September 2012 other than in relation to exceptional cases where the nature of the job creates a genuine and demonstrable business need for a higher cubic capacity vehicle.
- (iii) On the cessation of the essential user allowance employees identified on the emergency plan will have the option, if called out, to use their own vehicle (at the applicable casual rate(s) at the time), or a taxi, or to be transported by Sefton Security.
- (iv) New starters, job changers (who are appointed to posts designated as car users) and occasional users will be restricted to the bottom two car mileage bands from 1/09/09
- (v) Motor cycle allowances will be increased by 20% from 1/09/09. The top motorcycle band will cease on 1st September 2012.
- (vi) For those employees required to have a vehicle available as an essential job requirement, a contractual provision will be made in their terms of employment. This is irrespective of the fact that the payment (to all car users) will be at the casual rates applicable at the time.
- (vii) The 50% out of Borough mileage rate will be maintained relative to the rates applicable at the time.
- (viii) A pilot study will be conducted in the Children's Services Emergency Duty Team (EDT), all of who are currently essential users. The study will relate to the use of a pool (hybrid) vehicle. This study will take place during the twelve weeks notice period referred to in paragraph 1 above. During this period the employees in question will continue to receive their lump sum

allowance and will receive a mileage allowance based on the average of the previous three-month's claim.

- (ix) Further discussion will take place to address the position of Children's Services Escort Officers. These staff will be offered the option of a car leasing arrangement or casual car user status (with no reduction for out of Borough mileage). Should either officer elect to take up casual user status, this will be available as long as the officer maintains his current vehicle. Should the officer elect to change his vehicle casual user status will be removed from the post and a lease car provided.
- (x) Further discussions will take place in relation to Trading Standards Officers and the remuneration available for work in excess of the standard working week.
- (xi) Further discussions will take place in relation to those officers in receipt of essential user allowance who have entered into loan arrangements in the previous 12 months to purchase new vehicles.

E FUTURE ARRANGEMENTS

The Management/Trade Union Car Allowance Working Party will continue to meet and will develop an action plan to consider and realise further environmentally friendly and cost effective employee transport initiatives, including:

- Use of low emission pool vehicles
- Travel Passes in place of excess travel expenses
- Promotion of car sharing
- Car loans restricted to purchase of low emission vehicles
- A vehicle allowance scheme related to emissions
- Revised vehicle user guidelines
- Loans for employees to purchase annual travel passes

F AGREEMENT

This Agreement is made on _____ by the following persons on behalf of the Council and the trade unions:

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For the Council (Personnel Director)

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For UNISON

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For GMB

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For T&G UNITE

Car Mileage Rate Proposals

APPENDIX 1

Engine Size	Sept 2009 /Nov 2009	Dec2009/Feb 2010	March2010/May 2010	June2010/August 2010	September2010
1200+cc					
Lump sum	97.50 pcm	97.50 pcm	65 pcm	32.50 pcm	NIL
Mileage Rate	46.4	46.4	50	54.6	60.1
1000-1199cc					
Lump sum	75.50 pcm	75.50 pcm	50.32 pcm	25.16 pcm	NIL
Mileage Rate	37.1	37.1	40.6	44.1	47.7
451-999					
Lump sum	66.25 pcm	66.25 pcm	44.16pcm	22.08 pcm	NIL
Mileage rate	33.6	33.6	36.7	39.8	42.9
Rates after 8,500 miles remain unchanged					