

Personnel Department

1st Floor Merton House
Stanley Road,
Bootle, Merseyside, L20 3DL

PRIVATE

«Title» «FirstName» «LastName»
«Address1»
«Address2»
«City»
«PostalCode»

Date: 17th August 2009

Our Ref: MF/SM/JM73

Your Ref:

Please contact: Mike Fogg

Contact Number: 0151 934 3398

Fax No: 0151 934 3396

e-mail:

mike.fogg@personnel.sefton.gov.uk

Dear «Title» «LastName»

Re: Formal Notice Of Removal Of Essential Car User Status

I am writing to formally give you notice that from 1st September 2009, the Council will be beginning the process of terminating your essential car user allowance. This follows an agreement that was reached in consultation with the recognised Trade Unions (UNISON, GMB and T&G UNITE) on 29th July 2009. Please find enclosed a copy of the Agreement for your information. This letter and the Agreement attached therefore alters your entitlement under your terms and conditions in respect of essential car allowance.

This decision has not been taken lightly, and has been the result of protracted negotiations with the Trade Unions. The decision reflects the difficult financial situation that the Council currently finds itself in, as well as a desire to move ultimately to a system of employee transport, which is more environmentally friendly and sustainable. The Council has committed itself to ongoing discussions with the Trade Unions to achieve this end.

You will see from the Agreement that the Council has endeavoured to ensure that this change to your contract is phased in over a reasonable period of time, and you will not transfer to the appropriate casual user rate until September 2010. Your lump sum payment will be reduced on a phased basis beginning in March 2010, but there will be a commensurate rise in your mileage rate to compensate for this, until September 2010 when the transfer will be complete. You will see from the Agreement that it is the Council's aim to remove the top casual car mileage band in September 2012, but you will receive separate notice in relation to this change. The Council has also resolved that the top casual rate will not be available to new starters or to job changers from 1st September 2009 (unless they have been offered and accepted a post before receipt of this letter).

In the negotiations that have taken place, the Trade Unions have raised their concerns that some employees may have taken out car loans in the last 12 months, on the basis of an expectation that they would continue to receive essential car user status throughout the period of the loan, and factored this allowance into their decision to take out a loan.

Cont'd.....

Although the Council cannot at this stage guarantee to compensate any individual who falls into this category, I have agreed with the Trade Unions that it will be a subject for further discussion, and therefore if you fall into this category (i.e. have taken out a car loan privately or with the Council in the last 12 months) and you want me to consider your situation, please provide me with the relevant information as soon as possible.

I would be grateful if you would acknowledge receipt of this letter on the attached acknowledgement slip, and return it to your Business support Unit as soon as possible.

If you have any particular questions or concerns about this Notice, please do not hesitate to contact Martin Murphy by email (martin.murphy@sefton.gov.uk) or by phone on extension 3977. I am sure that if you are in a Trade union, your union representative will also be available to answer any questions you may have, or have them answered on your behalf.

Yours sincerely

A handwritten signature in black ink that reads "Michael Fogg". The signature is written in a cursive style with a horizontal line underneath the name.

M H FOGG
PERSONNEL DIRECTOR

I acknowledge receipt of this Notice of amendment to my contract, which follows a collective agreement reached with the recognised Trade Unions on 29th July 2009

Signed

Date