



Personnel Sub-Committee 20 March 2012

Council Car Scheme Review Update

Purpose of report:

This report sets the work that has been done so far on the car scheme review.

Attached: Updated project timetable, options grid, equalities impact assessment, copy of 29 November 2011 report, copy of 31 January report, what other council's do research

1.0 Background

- 1.1 The Personnel Sub-Committee on 29 November 2011 agreed that a review of the Council car scheme would be undertaken (report attached).
- 1.2 The scope of the review was agreed by Personnel Sub-Committee on 31 January 2012, which included a timetable. An updated version of the timetable and a copy of the paper are attached.
- 1.3 The majority of the work done so far has been research and data analysis. The analysis and research has not yet been completed; the information given in this report is a sample of what has been done so far, rather than the finished analysis.

2.0 Mileage data

- 2.1 So far, some analysis has been undertaken for the 9 months between 1 March 2011 and 30 November 2011. Further analysis on a complete year will be undertaken.

No. of people undertaking more than 5,000 miles per year	4
No. of people undertaking between 2,000 and 5,000 miles per year	22
No. of people undertaking 3 or more trips per week	22
No. of people undertaking 1 or 2 trips per week	40
Total no. of miles in 9 months	112,078
Total no. of trips in 9 months	3,929
Average miles per trip	29
Average miles per month	12,453
Average trips per month	437
Highest individual miles per month	1,007

- 2.2 There are currently 59 essential car users, 17 of which have council cars. 90% of the top 25 mileage drivers are essential car users.

3.0 Trends

- 3.1 Three issues seem to be driving changes to car provision in local authorities:
 - A desire to increase corporate social responsibility by reducing carbon emissions.
 - Concerns about the duty of care associated with the "grey fleet" (cars owned by employees but used for work related travel).
 - Controlling and reducing costs.
- 3.2 Where changes to schemes are being made, they mostly include:
 - Limiting the choice of cars. This usually includes excluding soft tops, 4x4s,

and the more expensive luxury cars.

- Extending replacement timeframes from 3 to 4 years (ENC has already done this).
- Limiting the choice of cars to cars whose CO2 is less than 120 grams of CO2 per km (the ENC limit is 200)
- Restricting staff to buying cars with their allowance (not allowing them to top up with additional payments).
- Buying cars with low depreciation.

3.3 There are less and less council owned car schemes. Attached is a copy of an enquiry made by East Midlands Councils in 2011. Of the 10 councils that responded, we were the only one who had a live scheme at the time.

3.4 There are only 2 realistic alternatives to having a car scheme. They are:

- Relying on an entirely "grey fleet", with or without support for staff to buy cars through a salary sacrifice scheme.
- Operating a pool car scheme

3.5 A broad overview of the options open to the Council, with the advantages and disadvantages is provided in the table attached. There is an associated paper on the staffing implications of the possible changes being presented to this meeting on pinks.

4.0 Consultation

4.1 Consultation with staff and UNISON has now commenced; a copy of the email is attached.

5.0 Financial implications

5.1 Whilst any recommendations made on the car review may have financial implications, the car review itself will be done within current resources.

6.0 Legal implications

6.1 There are no legal implications at this time. However, if the scheme is reviewed with significant changes or with a view to discontinuation, the legal implications in respect of employees' contracts of employment should be assessed at that time and where possible the risks be mitigated.

7.0 Risk implications

7.1 This review has already raised some concerns and anxiety with staff. Until it is complete this is likely to continue. If significant changes to the scheme are implemented, or it is discontinued it is likely to substantially decrease staff satisfaction.

8.0 Equality implications

8.1 An equality impact assessment has been conducted and is attached.

9.0 Recommendations

9.1 The Sub-Committee is recommended to:

- note and discuss the contents of this report.
- advise on any particular information or research they would like to be collated to enable them to make an informed decision.
- advise on which options should be investigated further so that fully costed options can be presented at the next Personnel Sub-Committee meeting.

Legal	Power: Local Government Act 1972.
	Other considerations:
Background Papers: None	
Person Originating Report: Aime Armstrong - HR Manager	
Date: 7 March 2012	

(Committee Report Normal Rev. 22)

Dear all,

Personnel Sub Committee met at the end of January and approved the scope of the car review. The report agreed is attached.

The purpose of this email is to provide an update, and start a period of consultation.

The key points to note are:

- The car scheme will be reviewed.
- The criteria for deciding what roles should be essential car users will be reviewed.
- Car mileage returns will be analysed.
- The essential car user payment **is not** under review, this will remain the same.
- Consultation and research will be undertaken as to what other council's are doing, and what alternatives might be available.
- An update paper will be taken to Personnel Sub Committee on 20 March 2012 (this will mainly cover the research that has been done).
- The aim is then to take an option paper to the next Personnel Sub Committee (the date will not be confirmed until full council in April but is likely to be in June 2012). At that meeting permission will be sought to enter into formal consultation with any staff whose entitlement may change [this will not be needed if the decision in June 2012 is to keep things the same as they are now].
- Any decision to implement would then be given at a further Council meeting in late summer early Autumn 2012.

Four groups will be consulted with.

1. Affected staff
2. CMT (with regard to the corporate impact of keeping or amending the scheme).
3. Xchange
4. UNISON

The purpose of the consultation will be to collect views, information, thoughts, ideas, opinions and any concerns about the review of the car scheme. I will be undertaking the consultation, and collecting the information.

As affected staff you can respond to the consultation in various different ways. You can send me an email, arrange to meet with me (you are welcome to bring your trade union representative), attend one of the open sessions I will arrange or invite me to a group meeting if you feel there are a group of you with similar issues. This stage of consultation will last 2 months, commencing today, and running until 7 May 2012.

I can appreciate that you might wish this process to happen faster and decisions to be made more quickly. However, because of the contractual nature of this scheme, it is necessary to follow a formal process which includes all of the relevant periods of consultation.

Aime Armstrong
Human Resources Manager
East Northamptonshire Council
01832 742214
www.east-northamptonshire.gov.uk



EIA Initial Screening Form – Committee decision

1. Decision being taken:	Review of Car Scheme
2. Name and Job title / role of person completing Initial Screening:	Aime Armstrong - HR Manager
3. What is the main purpose of the Service or Policy under discussion?	Provision of council owned cars on lease to staff to use for work related purposes, as well as for private use.
4. List the main activities of the Service or Policy under discussion	All essential car users (including CMT) are entitled under the current policy to apply for a council car. Allowances are determined by grade according the scheme terms and handbook.
5. Who are the main beneficiaries of the Service or Policy under discussion?	Staff - Essential car users (including CMT)
6. How is the success of the Service or Policy under discussion measured?	Ability of staff to undertake work related travel, and an element of recruitment and retention.
7. Are equality monitoring systems for the Service or Policy under discussion in place?	No

8. Use the following table to indicate using a ✓:

- a) Where you think that the decision being taken could have a positive impact on any of the groups or contribute to promoting equality of opportunity or improving relations within equality groups.
- b) Where you think that the decision being taken could have a negative impact on any of the equality groups i.e. it could disadvantage them.
- c) Where you think that the decision being taken could have a neutral impact on any of the equality group i.e. no impact

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
Gender:				
Women/Girls			✓	
Men/Boys			✓	
Transgender people			✓	
Sexual Orientation:				
Lesbians, gay men and bisexuals			✓	
Race/Ethnicity:				
White British people			✓	
White non-British people (including Irish people)			✓	
Asian or Asian British people			✓	
Black or Black British people			✓	
People of mixed heritage			✓	
Chinese people			✓	
Travellers (Gypsy/Roma/Irish heritage)			✓	
People from other ethnic groups			✓	
People who do not have English as their first language			✓	
Disability:				
Physical impairment, e.g mobility issues which mean using a wheelchair or crutches.			✓	

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
Sensory impairment, e.g. blind/having a serious visual impairment, deaf/having a serious hearing impairment.			✓	
Mental health condition, e.g. depression or schizophrenia			✓	
Learning disability/difficulty, e.g. Down's syndrome or dyslexia, or cognitive impairment such as autistic spectrum disorder			✓	
Long-standing illness or health condition, e.g. cancer, HIV. Diabetes, chronic heart disease or epilepsy			✓	
Other health problems or impairments (<i>please specify if appropriate</i>)			✓	
Age:				
Older People (60+)			✓	
Children and Young People (see guidance for definition)			✓	
Religion/Belief:				
Christian			✓	
Buddhist			✓	
Hindu			✓	
Jewish			✓	
Muslim			✓	
Sikh			✓	
Other religion (including holding no belief)			✓	
Other Potentially Affected Groups				
Rural Isolation - People who live in rural areas e.g. isolated geographically, lack of internet access			✓	

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
Socio-economic Exclusion – e.g. people who are on benefits, have low educational attainment, single parents, people living in poor quality housing, people who have poor access to services, the unemployed or any combination of these and the other protected strands			✓	
Any other potentially affected groups (<i>please specify</i>)				
9. If you have indicated that there is a negative impact on any group:				
a) Is that impact against legislation?	Yes		No	
b) What is the level of impact?	High		Low	
10. Could you minimise or remove any negative impact that is of low significance?	How?			
11. Could you improve a positive impact of the decision?	How?			
12. If there is no evidence that the decision promotes equality of opportunity or improved relations, could it be adapted so that it does?	How?			
Head of Service signature	Katy Everitt - Head of Resources and Organisational Development			
Date of Initial Screening:	1 March 2012			

NOTE

If a negative impact has been highlighted and it is possibly discriminatory and not intended and/or of high impact you must complete a Full EIA.

If not, you should still consider if completing a Full EIA would be helpful in making a thorough assessment.

Purpose of report

This report sets out information about the Council's Car Scheme and asks the Personnel Sub-Committee (PSC) to decide whether the scheme should:

- continue as it is
- be reviewed, which may include possible removal of the scheme.

Attachment(s)

Car Scheme Handbook - **Appendix A**

Financial analysis of removing the Car Scheme – **Appendix B**

1.0 Introduction – about the Car Scheme

1.1 The Council's Car Scheme is open to:

- Chief Executive and Executive Directors
- Heads of Service
- Employees whose posts are classified as essential car users.

1.2 The allowance an individual receives is dependent upon their grade. Current car allowance levels per annum are:

- | | |
|----------------------|--------------------------------------|
| - Chief Executive | £6,710 (£26,840 over a 4 year lease) |
| - Executive Director | £6,480 (£25,920 over a 4 year lease) |
| - Head of Service | £5,420 (£21,680 over a 4 year lease) |
| - Essential Car User | £3,500 (£14,000 over a 4 year lease) |

1.3 Car allowance levels have remained unchanged for several years and include the cost of:

- the car
- car insurance
- car tax
- servicing the car
- breakdown cover

1.4 An individual is free to choose the make and model of their car, although the Chief Executive can disallow the purchase of a car which he considers to be inappropriate. All cars purchased must have carbon emissions of no more than 200 grams of CO₂ per km.

1.5 Individuals can select a car that is worth more than the value of their car allowance. When that happens the individual will pay a personal monthly contribution towards the cost of their car, which is credited to the Council as a revenue receipt.

1.6 When an individual joins the Car Scheme, they accept a car on a four year agreement. If the individual terminates their agreement early, they become responsible for an early termination charge.

1.7 When the car is sold at the end of the agreement period, the sale proceeds are treated as a capital receipt if they are >£10,000 and, under accounting rules that we must apply, a revenue receipt if they are <£10,000. As the deal with employees is now a 4-year deal rather than a 3-year deal, receipts are generally <£10,000.

- 1.8 An organisation called Total Motion administers the Car Scheme on behalf of the Council. This includes arranging car services and dealing with breakdowns and tyre repairs.
- 1.9 Individuals who have a car under the Car Scheme receive a fuel allowance of 11 pence per mile. This compares to 45 pence per mile for essential car users who have their own vehicle.
- 1.10 Full details about the Council's Car Scheme are provided in the Car Scheme Handbook contained in **Appendix A**.

2.0 Comparing the cost

- 2.1 The information contained in this section of the report is provided to Councillors to help inform them what will happen if the Car Scheme is removed. The information is based on there being no change to the Council's existing essential car user allowances.
- 2.2 The Council currently has 59 individuals whose jobs are designated as requiring essential car user status. Of those, 17 have a car under the Car Scheme and the remainder receive the following car allowances:

2.3

	451 – 999cc	1000 – 1199 cc	1200 – 1450cc
Essential Users			
Lump sum per annum	£846	£963	£1,239
Fuel allowances			
Per mile first 10,000	36.9p	40.9p	45p
Per mile after 10,000	25p	25p	25p

Table 1 – essential car user allowances

- 2.4 The annual lump sum detailed in Table 1 is paid in line with the Green Book National Joint Council (NJC) for local government services which covers pay and conditions of service for local authority employees. The fuel allowances contained in Table 1 were locally negotiated and are paid in line with HMRC recommended fuel reimbursement rates.
- 2.5 If the Car Scheme is removed, and there is no change to the Council's existing essential car user allowances, all 17 individuals who currently have a council owned car will become eligible to receive the annual lump sum payment and increased fuel allowance (they currently receive 11 pence per mile – see paragraph 1.8).
- 2.6 An analysis of the impact this would have financially is provided in **Appendix B**. The analysis is based on:
- there currently being 17 individuals in the Car Scheme
 - estimated total annual mileage for individuals in the Car Scheme (10/11 – based on current fuel claims)
 - existing essential car user allowances (see Table 1)
 - existing car allowances (see paragraph 1.2)
 - capital costs to fund car purchases, as set out in the capital programme.
- 2.7 In summary, the financial analysis shows that, taking into account the above facts over an average four year period, the financial impact of removing the Car Scheme would:
- reduce capital spending by £67k per annum
 - increase revenue spending by £39k per annum.
- 2.8 The impact on revenue is caused by the payment of essential user allowances and

increased mileage rates (see 2.3 above) combined with the loss of revenue receipts from user contributions (see 1.5 above) and sale proceeds of the vehicles after 4 years (see 1.7 above).

3.0 Communication to existing council car owners and essential car users

3.1 All individuals who currently have a car under the Car Scheme, and all essential car users, have been informed that no further car orders will be placed until a decision is made about the future of the Car Scheme.

3.2 If anyone has a car that is reaching the end of its agreement period, the agreement will be extended until a final decision is made by PSC.

3.3 It is known that there are currently four people who are due to place a car order:

- two already have a car under the Car Scheme
- two are requesting their first car under the Car Scheme.

3.4 They have been advised that their car orders have been placed on hold.

3.5 Unison has been made aware of this.

4.0 Financial implications

4.1 The financial impact of removing the Car Scheme is contained in Section 2 and **Appendix B**. This is an initial analysis and further analysis should be undertaken if PSC decides to review the scheme.

5.0 Legal implications

5.1 There are no legal implications at this time. However, if the scheme is reviewed with significant changes or with a view to discontinuation, the legal implications in respect of employees' contracts of employment should be reassessed at that time and where possible the risks be mitigated.

6.0 Risk implications

6.1 The Car Scheme has been in operation for a long time although it has recently been modified to extend the period of use for each car from 3 years to 4. In the current economic climate, where a car scheme could be considered by some to be an unjustifiable perk, it is considered appropriate to ask the PSC to decide whether it wishes to review the scheme.

6.2 If PSC is minded to change or remove the scheme, careful consideration will need to be given into how consultation takes place with affected employees and what, if any, action could be taken to mitigate any potential legal challenges and maintain employee morale. That might include some form of buy-out of the benefit.

6.3 Any of the 59 essential users could, in theory, apply for a car at any time. This could result in a significant, unbudgeted increase in capital expenditure. However, it would also result in a corresponding decrease in revenue costs as set out in **Appendix B**.

7.0 Equality implications

7.1 There are no known equality implications at this time. An Equality Impact Assessment will need to be completed if Councillors agree to review the scheme.

8.0 Recommendations

8.1 The committee is recommended to decide whether the Council's Car Scheme should:

- continue as it is

- be reviewed, which may include possible removal of the scheme.

8.2 Further to 8.1 above, should the committee decide to review the Car Scheme, it is recommended that a Councillor(s) from the PSC be appointed to work with Aime Armstrong, HR Manager, to undertake the review and report back to a future PSC meeting.

Legal	Power: Local Government Act 1972.				
	Other considerations:				
Background Papers:					
Person Originating Report: Katy Everitt – Head of Resources and Organisational Development					
Date: 23 November 2011					
CFO		MO		CX	

(Committee Report Normal Rev. 22)



Personnel Sub-Committee 31 January 2012

Council car scheme review scope

Purpose of report

This report sets out the proposed scope for the Council's car scheme review and asks the Personnel Sub-Committee (PSC) to approve them:

Attached: Project timetable

1.0 Background

- 1.1 The Personnel Sub-Committee on 29 November 2011 agreed that a review of the Council car scheme would be undertaken.
- 1.2 Cllr Jeremy Taylor, Cllr Wendy Brackenbury (the review group) and Aime Armstrong (HR Manager) were nominated to undertake the review.
- 1.3 The review group met on 19 December 2011 to discuss the review. It agreed that it would analyse the current scheme and present an options paper to PSC who would then recommend a preferred option to Policy & Resources Committee for decision. The review group's suggestions for the scope of this review are detailed below.

2.0 Aims of the review.

- 2.1 The review group felt that the aims of the review should be:
 1. To ensure that the scheme is fit for purpose now and for the future.
 2. To reduce the costs of the scheme.
 3. To ensure that the scheme was seen to be fair.
- 2.2 The review group discussed the purpose of the car scheme and concluded that:

The car scheme should be a cost effective way of supporting staff to undertake their roles and responsibilities.
- 2.3 Currently the car scheme is also used as a recruitment tool and part of the overall remuneration package for CMT. The review group felt that these objectives of the scheme should be reviewed and alternatives considered.
- 2.4 Other than CMT, the only staff eligible to use the car scheme are those classified as essential users. 29% of ENC staff are essential users (59 of 202). The review group felt that the criteria for being an essential car user should be re-examined to ensure that the right roles are included. The allowance itself is not under review.

3.0 Tasks and timetable of the review

- 3.1 Attached is a list of tasks to be undertaken as part of the review, this includes consultation, analysis of the mileage data and research on what other organisations are doing.
- 3.2 An update report will be written and presented to the March PSC and the final options paper presented to the PSC in June. This allows meaningful consultation to be

undertaken with the staff involved.

4.0 Financial implications

4.1 Whilst any recommendations made on the car review may have financial implications, the car review itself will be done within current resources.

5.0 Legal implications

5.1 There are no legal implications at this time. However, if the scheme is reviewed with significant changes or with a view to discontinuation, the legal implications in respect of employees' contracts of employment should be assessed at that time and where possible the risks be mitigated.

6.0 Risk implications

6.1 This review has already raised some concerns and anxiety with staff. Until it is complete this is likely to continue. This can be mitigated by thorough consultation and ensuring that staff are kept informed at each stage about what is happening.

7.0 Equality implications

7.1 There are no known equality implications at this time. An Equality Impact Assessment is planned as part of the project.

8.0 Recommendations

8.1 The Sub-Committee is recommended to agree this proposal and the attached timetable.

Legal	Power: Local Government Act 1972.				
	Other considerations:				
Background Papers:					
Person Originating Report: Aime Armstrong - HR Manager					
Date: 10 Jan 2012					
CFO		MO		CX	

(Committee Report Normal Rev. 22)

Project Timeline

Project Name:	Car Scheme Review	Date:	20.03.12
Project Owner:	Personnel Sub Committee (PSC)	Version No:	V2
Review Group:	Cllr Wendy Brackenbury, Cllr Jeremy Taylor, Aime Armstrong (HR Manager)	Approval:	PSC 31.01.12

Status	Activities / Milestones	Comments/Updates	Start Date	End Date
G	Affected staff informed that there may be a review.	Affected staff = car scheme beneficiaries and essential car users (potential beneficiaries).		23.11.11
G	Decision to undertake a review.	Review group appointed.		29.11.11
G	Affected staff informed that there will be a review.			
G	4 pending car orders put on hold.	Staff told.		01.12.11
G	Review group meet to discuss way forward.			
G	PSC Agree scope of the review.	Paper submitted to be considered.	01.12.11	31.01.12
G	Undertake an Equality Impact Assessment.			
A	Analyse mileage data.	No. of miles and no. of visits per person per month.	01.01.12	31.12.11
A	Research what other Councils are doing.	Started.	01.01.12	
A	Consult with affected staff.		01.02.12	30.04.12
A	Consult with UNISON and X-change.			30.04.12
A	Consult with CMT.		01.02.12	30.04.12
A	Research options.	Including salary sacrifice schemes, true leases, entitlement levels, choices of car, car pool.	01.02.12	31.05.12
G	Update paper for PSC	To be drafted by 24.02.12	TBC	20.03.12
	Analyse options.	Implications, costs and implementation of the different options.	01.04.12	31.05.12
	Options paper written.	Date will depend on PSC schedule for 12/13	TBC	TBC
	PSC to review options paper and recommend a course of action.	Date will depend on PSC schedule for 12/13	TBC	June 2012 PSC

Status	Activities / Milestones	Comments/Updates	Start Date	End Date
	P&R to review PSC recommendation.	Date will depend on P&R schedule for 12/13	TBC	July 2012 P&R
	Implementation of decision.	Not needed if scheme stays the same. Timetable will depend on option chosen.	01.08.12	31.03.13 Or earlier

Key

R	Red = behind schedule
A	Amber = in progress
G	Green = completed

Council Car Review Update 20 March 2012

Broad Overview of Options

	Description	Advantages	Disadvantages	Broad cost implications
Council Provision of Cars				
1: Car Lease	The Council provides eligible employees with a car, for work and personal use.			
1 a: Car lease - outright purchase	The Council purchases the car, then leases it to the employee.	Capital expenditure rather than revenue.	If the scheme remains as it is, it is very difficult to predict and manage the likely capital expenditure each year.	Cost neutral - this is the current scheme we have.
1 b: Car lease - True Lease	The Council leases the car themselves, then leases it to the employee.	No capital budget needed.	Increased revenue costs.	Increased revenue costs reduced capital costs.
2: Car Pool	The Council provides employees access to a car to use for work related journeys only.	Can be used by casual staff as well as essential. Less cars needed (therefore more efficient).	Requires organisation. May result in staff not being able to attend work events (if no pool car available). Likely to be unpopular with staff.	
2 a: Car pool - Outright purchase	The Council purchases a number of pool cars that are based at Cedar Drive.	Capital expenditure rather than revenue.	Will require set up costs.	Should eventually be cheaper than current scheme because of the reduction of cars needed.
2 b: Car pool - True Lease	The Council leases a number of pool cars that are based at Cedar Drive.		Increased revenue costs.	Increased revenue costs reduced capital costs.
Grey Fleet - Employees use their own personal cars to undertake work related travel.				
3: Assisted Purchase	We already provide a car loan scheme, we could also provide a salary sacrifice scheme that would operate in a similar way to childcare vouchers.	Cheaper	Some employees are likely to be unhappy with this option in relation to the current car scheme. Complicated contractual issues to resolve. This could create significant employment relations issues and possibly tribunal claims. As these are essentially tax avoidance schemes, there is some concern that they may be closed by HMRC, and there	Significantly cheaper than current scheme in the longer term. Some additional savings on top of option 4 due to decreased employers National Insurance contributions. Significant initial costs if contractual right "bought out".

	Description	Advantages	Disadvantages	Broad cost implications
			is an ongoing legal challenge around the VAT implications.	
4: Allowance + Mileage	Essential car users receive an annual allowance and all car users receive a reimbursement for work related mileage.	Cheaper	Some employees are likely to be unhappy with this option in relation to the current car scheme. Complicated contractual issues to resolve. This could create significant employment relations issues and possibly tribunal claims.	Significantly cheaper than current scheme.

Enquiry - Lease Car Schemes

An authority in our region has asked if we could find out if any other Councils have removed a lease car scheme and, if so, how the scheme was removed, eg was it bought out or was it withdrawn on the expiry of the lease? The authority would also like to know if any other Councils operate a car loan scheme.

Authority	Comments
City Council	<p>We discontinued our lease scheme 4 years ago – there were only 21 participants left on it and we bought out.</p> <p>We have recently discontinued our car loan scheme and withdrawn the NJC car allowances and mileage rates, moving to HMRC mileage rate of 40p.</p> <p>The City Council withdrew its Lease Car Scheme on 1 April 2008.</p> <p>Employees had to choose between three options, but in each option they were given 12 weeks notice of dismissal from their current employment and were offered a new contract on the same terms and conditions but without the lease car benefit.</p> <p>Option A Under this option the 12 week notice period was cut short at a Settlement Event. They were dismissed from their employment and were immediately offered re-engagement at the same location, grade, salary etc with the exception of the entitlement to a lease car. They were required to sign a COT3 and were then awarded compensation for the breach of their contract of employment.</p> <p>Option B Under this option, the employee agreed a variation to contract which was agreed at a Settlement Event. The notice we served was retracted and there was no dismissal. Under the provisions of their new contract, the employee was not entitled to a Lease Car. A compensation Payment was offered.</p> <p>Option C Default position. This option entailed serving the employee with the statutory notice of 12 weeks for dismissal from their current post. At the end of the notice period, their contract was terminated and they were immediately re-engaged on a new contract at the same location, grade and salary etc with the exception of the entitlement to a lease car.</p>
District Council	Car lease - stopped from a given date with all existing leases honoured until they expired. No staffing / TU issues.
ENC	We have a car scheme where we buy the car and also a low interest car purchase scheme, don't know whether these would be useful.

District Council	We have a lease car scheme but it is frozen, ie those already on the scheme allowed to continue but no new members. However we are now considering withdrawing the scheme totally.
Borough Council	We have a car loan scheme which only covers a small amount of staff. We are seeking to consult with Unions and individuals to remove this from their contract with no incentive. The alternative will be to raise the interest rate so that high street loans are more attractive!
District Council	We are currently in the process of consulting on withdrawing our lease car scheme and car loan scheme. We intend to withdraw the lease car scheme on expiry of the employee's current lease.
City Council	We don't have a car leasing scheme and never have. Those we had in 1998 from the County at LGR who had existing car loans we phased out. We do have a car loan scheme.
Borough Council	Removing Lease car scheme, Altered essential user scheme- revised criteria for essential user to 3,000 business miles and above, and they need to be a specified officer and use it regularly every day. Everyone else will be paid at 50p per mile which will result in savings of approx £100- £150,000 per year. They are reviewing car parking allowances essential will be free others will pay. Employees will have the right of appeal against reducing from Essential to Casual user.
Borough Council	From 1/9/10 a local limit applies to the national NJC Scheme of rates- both lump sum and all mileage claims (essential & casual) will be capped at the mid-point band. From 1/10/11, Essential User Allowance status will not be recognised and lump sum payments will cease; from that point only Casual User Car Allowance recognised with mileage claims being capped at the mid-point band of NJC allowances. No lease scheme.
District Council	Lease car scheme withdrawn w.e.f.01.02.11. Revised essential User criteria w.e.f. 01.02.11 reduced users by over 50%