

## **CONSULTATION RESPONSE – REMOVAL OF CAR MILEAGE ALLOWANCE**

Date: 1<sup>st</sup> July 2019

### **Circulation:**

All staff and Members

Corporate Consultative Forum Members

Schools based staff via The Link

Trade Union Representatives:

Tony Rawlings - UNISON Staff Side Officer  
Ish Akhtar - UNISON Staff Side Officer  
Bob Middleton, Unite  
Asia Allison – GMB Regional Officer  
Ade Horton – GMB Staff Side Officer  
Ruth Serwotka NUT Regional Officer

For information only:

ARVATO, Slough Children's Trust, Head teachers via The Link, Bouygues

**PLEASE TAKE THE TIME TO READ THIS DOCUMENT AS IT IS A COMPREHENSIVE RESPONSE TO THE CONSULTATION WHICH WAS OPEN FROM 8<sup>TH</sup> MAY 2019 TO 24<sup>TH</sup> JUNE 2019.**

Thank you to all who contributed to the consultation process and to those who submitted written responses. We are also grateful to the Employee Engagement Forum, who initially helped to provide questions prior to the consultation so that we could address these in the initial consultation paper.

All the responses were captured and logged and considered. There were some key themes that emerged as part of the removal of the mileage allowance consultation that are reported within the text of this response.

This document details the amendments to the proposals to remove the £1,000 mileage allowance payable to staff upon completion of 1000 business miles in a tax year as a permanent amendment to terms and conditions. The proposal has been amended to include a transition period.

## **CONSULTATION OUTCOME**

Following consideration of the feedback received this has resulted in the following changes to the proposals outlined in the consultation document dated 8<sup>th</sup> May 2019:-

- From now until 31 March 2020 the amount staff get when they submit valid expense claims for more than 1,000 business miles will remain at £1,000 in addition to the the standard mileage rates.
- From 1 April 2020 until 31 March 2021, the amount staff get when they submit valid expense claims for more than 1,000 business miles will be £500 in addition to the standard mileage rates.
- From 1 April 2021, staff submitting valid expense claims for more than 1,000 business miles will receive the standard mileage rates.

Under the Council's general terms and conditions the Council is within its rights to remove this allowance. The exact statement on page 7 of the "general terms and conditions of employment" states, "These provisions are subject to review, variation and discontinuance at the Council's discretion and/or in the light of operational need.

## **RESPONSE TO CONSULTATION – REMOVAL OF CAR MILEAGE ALLOWANCE**

Although the primary purpose of removing the mileage allowance is to contribute to the £12m savings target the Council needs to achieve in 2019/20 and beyond; its removal also helps to promote the use of the Council's electric fleet and encourage staff to make journeys which are energy efficient and that aligns with the Council's Green Strategy and travel hierarchy. We are grateful to those employees, unions and members who took time to provide detailed and helpful responses.

The consultation responses raised a number of issues, which have been addressed in the section below.

## **FINANCIAL INFORMATION (inc HMRC RATES)**

Comments were received to increase the mileage rate from the current 45p per mile to 60p per mile.

The national mileage rates determined by Her Majesty's Revenue and Customs (HMRC) are the basis of the mileage payments for all employees of the Council. The HMRC rate is set at 45p per mile and has been calculated, by HMRC, to cover all fuel, insurance and wear and tear costs incurred by private vehicles when used for business use. The Council will continue to reimburse all business mileage at 45p per mile.

## **POOL CARS**

Staff were concerned that there were not enough pool cars available for them to undertake their duties.

The timing of the implementation of this proposal has been changed, following the consultation, to allow time for the Council to increase its number of Pool Cars available for staff use and for staff to look at alternatives to delivering the services to residents.

The intention is to increase the pool cars that will be available to staff to use and to spread these cars across various Council sites within the borough. Also where there is significant demand for pool vehicles within particular teams, the Council will consider assigning dedicated pool car(s) to that team or service area.

The Council is aware that some employees make journeys that are out of borough and transport different client groups. We will soon be appointing a Fleet Manager who will be expected to consider this issue and offer appropriate solutions, manage the Council's expanding fleet, help and advise staff on their travel journeys and further develop our travel strategy.

### **USE OF OWN CAR**

A few staff responded that they were required to use their own car in order to undertake their roles.

The removal of the £1,000 mileage allowance does not, in itself, impact on any contractual wording that requires particular employees to have access to a car. All business miles will still be reimbursed in line with the 45p HMRC allowance.

### **OTHER SOLUTIONS**

The Council is looking at a range of travel options around the borough, including discussions with train and bus companies to offer discounted travel offers. There are some discounts already available for Slough Borough Council staff, details can be found at <http://insite/people/pay-and-benefits/benefits-and-special-offers>

There are already discounts in place for bus routes 71, 72, 701 and 702.

### **UPDATED Equalities Impact Assessment**

The initial Equalities Impact Assessment (EIA) was included on the intranet with the consultation paper. The final EIA has been amended and will be uploaded onto the intranet.

**Neil Wilcox**  
**Director of Finance and Resources**