**LNCT**

Aberdeenshire Local Negotiating Committee for Teachers

Date: Aug. 2021

**LNCT/21/16**

**Business Mileage Provision**

This agreement has been subject to review in 2021 by the LNCT Joint Secretaries and HR as part of a review of current Aberdeenshire LNCT Agreements.

Please note that the pool car/car club scheme has been temporarily suspended due to the Covid-19 pandemic

**LNCT Joint Secretaries**

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**REPORT TO LNCT – 29 MARCH 2018**

**PROPOSED CHANGES TO BUSINESS MILEAGE PROVISIONS**

**1 Recommendations**

* 1. **It is recommended that LNCT:**
1. **Agree to implement the ‘excess commute’ provision as agreed by SLT on 31 January 2018; and to**
2. **note the pilot of a Car Club model in order to increase pool car provision.**

**2 Discussion**

2.1 On 31 January 2017, SLT approved a report on the proposed implementation of an ‘excess commute’ provision, which would restrict the mileage that an employee could claim to that in excess of their normal daily commute. This was following a consultation exercise where comments were received from Trade Unions and individual employees.

2.2 It is recognised that the proposed ‘excess of commute’ restriction may have a detrimental impact on specific jobholders, particularly those with lengthy commutes, who have a fixed work base and are required to regularly travel as part of their role.

2.3 In such circumstances, it is unlikely that it will be possible to mitigate the financial loss arising for such employees in respect of their mileage claims. However, while individual employees and specific groups of staff will experience a reduction in the mileage that they can claim, most business journeys commence and end at the employee’s base location, therefore the implementation of this provision should have minimal impact for the majority of staff.

2.4 There are a number of actions that require to be undertaken if this proposal is implemented. These principally involve the development and issuing of a new travel expense claim form and associated guidance, along with communicating the changes to employees. Accordingly, it is proposed to implement the revised provision through a phased approach commencing in April 2018.

**3 Pool Cars**

3.1 The consultation feedback indicated that more pool cars are required to meet demand and that due to the financial implications arising from the proposal, employees may be more reluctant to use their own vehicles for council business in the future.

3.2 Therefore, approval has been gained from SLT to pilot a Car Club model through Enterprise, who currently provide the majority of the pool cars. As well as providing additional vehicles, the Car Club model will reduce administrative costs and allow the Council to access a range of management information on vehicle usage which will help inform and improve the future management of pool cars.

3.3 The Car Club will replace the 12 pool cars currently provided by Enterprise at Viewmount, Woodhill House and Gordon House with Car Club variants for a 6-month period. The remaining 12 pool cars will continue to operate as normal.

**4 Staffing and Financial Implications**

4.1 As part of the identified budget savings for 2018/19 as approved by full Council on 8 February 2018, £190,000 is to be saved from the implementation of this proposal.

Laura Simpson

**Head of HR & OD**

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