

**PERSONNEL COMMITTEE  
21ST NOVEMBER 2022**

PRESENT: The Chair (Councillor Morgan)  
Councillors Barkley, A. Gray, B. Gray, Poland,  
Shepherd and Snartt

Director Finance, Governance and Contracts  
Head of Governance and Human Resources  
Senior HR Advisor  
Democratic Services Officer (NC)

APOLOGIES: Councillor Boldrin

The Chair stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

8. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 7th June 2022 was confirmed as a correct record and signed.

9. DISCLOSURES OF PECUNIARY INTERESTS, AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

No disclosures were made.

10. QUESTIONS UNDER COMMITTEE PROCEDURES 12.8

No questions had been submitted.

11. ESSENTIAL CAR USER ALLOWANCE POLICY AND ASSOCIATED POLICIES

A report of the Director, Finance, Governance and Contracts was submitted to obtain approval by the Committee for the introduction of a revised Essential Car User Allowance Scheme and Policy (item 5 on the agenda filed with these minutes).

It was noted that the Trade Unions ballot (Annex I) had indicated acceptance of the final management proposal.

Members discussed the following:

- i. the proposed pool car scheme and how it would operate - it would be a pilot scheme with one hybrid car initially to determine the demand and that it would be available for all staff to access, irrespective of whether they were in receipt of ECU allowance.

- ii. how the reduction from the anticipated 200K savings to half that amount would impact the budget – it would impact this year’s budget but the revised figure would be included in future budgetary considerations and would follow the usual route for approval by Cabinet and Council.
- iii. the importance of promoting the green agenda and that as the scheme would be reviewed annually this could provide an opportunity to look at greener options such as the use of public transport and moving away from cash lump sums to a flat mileage rate to encourage the use of lower emission greener vehicles. Promoting the green agenda was key to the Council and moving to the HMRC mileage rate in future could incentivise the use of hybrid / electric vehicles.
- iv. that staff morale should be prioritised and the challenges of recruitment was recognised. It was noted that issues with recruiting was a national matter not just limited to the public sector and that policies to support retention and recruitment of staff would be considered separately to the ECU scheme at a future committee meeting.

Members welcomed the agreement of a fixed and variable, based on contractual hours, payment to part time employees.

**RESOLVED** that

1. The Personnel Committee agreed the proposed Essential Car User Allowance Policy and principles of the criteria set out for the scheme;
2. The Travel, Subsistence and Other Allowances Policy be amended to reflect a future HMRC change to mileage rates at that point in time, should this be agreed as part of the revised scheme;
3. The Appeals Policy and Procedure is also amended to reflect Essential Car user Allowance Policy Stage 2 appeals under the scope of that policy should the principles of the appeal be agreed.

Reasons

- 1-3 To gain agreement on the revised Essential Car User Scheme and proposed policy and associated policy amendments. A review of the scheme has been undertaken based on the business case reasons outlined within this report. This includes ensuring that the Council has a fair and transparent scheme with the parameters clearly set out, that the scheme is appropriate and cost effective alongside considering green issues as part of the review. A timeline of events has been attached in the background section of this report to highlight the extensive negotiation and consultation process that has been undertaken.

NOTES:

1. No reference may be made to these minutes at the next ordinary Council meeting unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of

these minutes.

2. These minutes are subject to confirmation as a correct record at the next meeting of the Personnel Committee.