

Contact: Head of Democratic Services
Telephone: (01524) 582011
Fax: (01524) 582161
Minicom: (01524) 582175
E-mail: gnoall@lancaster.gov.uk
Our reference: UB60
Your reference:

Chairman of Personnel Committee

**HEAD OF DEMOCRATIC
SERVICES**

Town Hall
Dalton Square
Lancaster
LA1 1PJ

DX 63531

23rd October 2008

Dear Councillor,

URGENT BUSINESS – Leased Car Arrangements

I am writing to consult and obtain your views on an anomaly that has arisen with regard to the current car leasing arrangements and request that a decision be taken in accordance with the Council's Urgent Business Procedure to address this anomaly, details of which are set out within the attached report.

The urgency for this decision is that the decision needs to be implemented with immediate effect to ensure that employees with a contractual entitlement to a lease car cannot take out a lease car at this time, which would be contrary to the decision of the Personnel Committee in April 2004 and to the ongoing discussions with trade unions on the new pay and grading structure.

The recommendation is:

- (1) That pending consideration and agreement of the new pay and grading structure, no new car leasing arrangements be entered into save for employees with existing leases.**

I would be grateful if you could complete the attached slip, signifying whether you are in agreement with the recommendation or not, and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Sharon Marsh on 582096, or e-mail SMarsh@lancaster.gov.uk , with your decision.

Yours sincerely,

HEAD OF DEMOCRATIC SERVICES

Mark Cullinan – Chief Executive

URGENT BUSINESS – LEASED CAR ARRANGEMENTS

Councillor Consultation

*I am/~~am not~~ (***please delete as appropriate**) in agreement with the recommendation:

That pending consideration and agreement of the new pay and grading structure, no new car leasing arrangements be entered into save for employees with existing leases.

Signed: Councillor Susan Bray -----

Name: Susan Bray-----

Position Held: Chairman of Personnel Committee -----

Dated: 23rd October 2008 -----

Chief Executive Decision

*I agree/~~do not agree~~ (***please delete as appropriate**) to exercise my delegated authority and approve:

That pending consideration and agreement of the new pay and grading structure, no new car leasing arrangements be entered into save for employees with existing leases.

Signed: Mark Cullinan-----
Chief Executive

Dated: 24th October 2008 -----

Please return to: Sharon Marsh,
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ

Ref: UB60