

## **EMPLOYMENT PANEL**

**THURSDAY 4 OCTOBER 2012 AT 2.00PM**

**PRESENT:** Councillor Glover (Chairman), Councillors Atkinson, Bloxham (as substitute for Councillor J Mallinson), Glover, Hendry, Mitchelson and Weber.

### **EMP.15/12 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor J Mallinson.

### **EMP.16/12 DECLARATIONS OF INTEREST**

No declarations of interest were submitted at this meeting.

### **EMP.17/12 MINUTES OF PREVIOUS MEETING**

**RESOLVED** – That the minutes of the meeting held on 14 August 2012 be noted.

### **EMP.18/12 CYCLE TO WORK SCHEME**

The Organisational Development Manager submitted further information regarding a new Cycle to Work Scheme as previously requested by the Panel (CE.12/12).

The Organisational Development Manager reminded the Panel that they had, at their meeting on 14 August 2012, considered the Cycle to Work Scheme proposed by the Employee Benefits Working Group. The Panel had approved the Scheme for consultation with staff and asked for further information about how local cycle shops could be part of the scheme. The Panel also considered a cycle mileage rate and approved further development work.

Consultation with staff and Members on the Scheme had taken place between 29 August and 14 September 2012 via email. There had been five responses from staff and two from Members alongside several verbal responses. The responses from Members were in support of the scheme and the email responses from staff were to clarify points or raise issues with the Scheme. All the verbal responses had been positive.

The Organisational Development Manager explained that most organisations who offered Cycle to Work Schemes worked with one of the specialist cycle to work companies. The main four were Halfords (Cycletowork), Evans Cycles (Ride2Work), Cyclescheme and Cycle Solutions. These companies worked

with organisations across the country, supporting them to introduce and run cycle to work schemes. The Employee Benefits Working Group had recommended the Halfords Scheme.

The Halfords Scheme offered the option for staff to purchase bikes from local cycle shops if the local shops were registered to work with Halfords. The Council had contacted local cycle shops to find out if they were part of the Halfords Scheme, and if not, if they would be interested in joining.

One of the local cycle shops was part of the Scheme and the others were all keen for more information. Most of the local cycle shops were already part of other Cycle to Work Schemes.

The Panel had questioned how Halfords would administer the finance if staff chose to purchase their cycles from local shops. The response from Halfords had been set out in full in the report. When the City Council was ready to launch the Scheme staff would be advised which local shops had joined the Halfords Scheme.

During consideration of the Scheme and additional information Members indicated that they would prefer the Scheme to be a discretionary benefit for staff and that it be included in any agreements.

**RESOLVED** – That the City Council's Cycle to Work Scheme be approved as a discretionary benefit.

(The meeting finished at 2.10pm)