

Working Arrangements Group Nurse Mileage Q & A v 2

	Question	Answer
1	Do these changes replace the Nurse Harmonisation Agreement of 2003?	Yes. These changes will complete the removal of the Nurse Harmonisation Agreement. This means that all Nurse terms and conditions and working arrangements are governed by national NHS Terms and Conditions (Agenda For Change) and the Blood Donation Working Arrangements Handbook
2	If I want to discuss the impact of the change to mileage and travel time, how do I arrange an individual consultation meeting?	You should email the Nurses travel inbox. Contact will then be made by your Area Manager/ Senior Sister to arrange a meeting in January 2017. Once a date has been identified, it will be your responsibility to arrange a Union rep to attend if you would like a rep to attend with you. You will need to advise your manager who this will be.
3	If I do not want or need to discuss these travel changes, what do I need to do?	You should sign the acceptance of change to travel arrangements form and email to the Nurses travel inbox as well as to your Senior Sister/Charge Nurse-keeping a copy for your own records.
4	I have a lease car but I would prefer to change my normal mode of travel to either travel with the team / or to travel in my own vehicle as a Grey Fleet user. Is it an option to terminate my lease car contract early with no detriment?	<p>Since February 2016, all new lease car applicants have been made aware of these proposed changes and the likely implications for them of taking on a new lease, so that individuals have been able to make an informed decision about whether they wish to proceed.</p> <p>If early termination of the lease car is something that you want the organisation to consider you should raise this at your individual meeting. A number of factors would need to be considered, (including your reasons for wishing to terminate early/ the time remaining on the lease/the cost of early termination). Any such request will need to be considered by your Assistant Director, Blood Donation.</p>
5	There is a vacancy on a neighbouring team who have a base which is closer to my home. I want to redeploy to this team- will that be possible?	This may be possible and should be discussed at the individual consultation meeting as other staff may be in a similar position.
6	There is a vacancy on a neighbouring team who have a base which is closer to my home. I do not want to redeploy to this team- will I have to?	This should be discussed at your individual consultation meeting to establish why you do not wish to redeploy, so that this can be considered.
7	There is a team with a base closer to my home than my current base, but no vacancy on this team. Can I change my contractual base for the purposes of mileage?	This should be possible and should be discussed at an individual consultation meeting. Your Area Manager will discuss the implications of this with you.
8	In relation to Question 7 above- what if I never undertake any off session duties from a base but	No, this should be possible and should be discussed at your individual consultation meeting. Your Area Manager will discuss the implications of this option with you.

	instead undertake all off session duties from home. Does this preclude me changing my contractual base?	
9	Why can I not be home based for the purposes of mileage claims?	Only a very limited number of staff are based at home because of the degree of scrutiny from the inland revenue regarding tax status and the need for risk assessments. It is also the intention that any home based staff in future will have a home to base mileage deduction made to ensure parity and fairness across the organisation.
10	Will I receive pay protection for the loss of mileage arising from these changes?	<p>There will be no protection of mileage previously claimed as business miles, however lease car users will be protected from loss arising from the change in the designation of business miles in the same way that other staff were in 2014 outlined below:</p> <p>“The new eligible mileage calculation will apply to lease car drivers for the reimbursement of their business mileage at the agreed lease car rate.</p> <p>However, any overall negative impact there may be on the lease car contract and the employer subsidy level resulting from this mileage calculation change will be individually assessed at the end of the contract. Where this impact is due to this mileage calculation change the lease car driver will not be asked to make any additional contribution.</p> <p>Additional charges or employee contributions otherwise due for other reasons, e.g. a change in travel undertaken or other private mileage change not related to this change, may still be due.”</p>
11	I have a lease car and the change to the definition of business miles will mean that the monthly costs of the lease will increase (as I do less business miles and more personal miles than I estimated when I commenced the contract. Will I be protected from any rise in the monthly lease cost ?	There will not be a detriment to individual lease car users from these changes. See answer above.
12	Have HMRC indicated that the current mileage arrangements are non compliant?	From experience with other organisations, the current arrangement is vulnerable to challenge from HMRC which may lead to tax liabilities for employees.
13	In relation to the changes to travel time and my working arrangements when I am the rostered nurse in charge of session, I am now working longer days and exceeding my fortnightly contractual hours. How will this be addressed?	It is recognised that all nurse staff can manage their own hours. However, if you have ongoing concerns about your hours as a result of the changes implemented so far you should discuss this at your individual consultation meeting to ensure that local actions are identified to manage this. There is no intention for these changes to result in nurses working regular additional hours or overtime. Of course if overtime is worked then TOIL or additional payment will be made.
14	As a result of the travel time changes and/or the move to a fortnightly hour’s contract, I have	These changes should not result in any loss of paid hours and so pay protection should not be necessary. If you have reduced the number of shifts and/or your contractual hours

	reduced the number of shifts and / or hours I work per fortnight. As a result I have lost earnings. Will I receive pay protection?	each fortnight, this should have been a proactive choice you have made, not one enforced on you. Again, the implications of such a change would not usually attract pay protection. If you are unhappy about the changes to your hours/pay this should be discussed at your individual consultation meeting to ensure that there is a clear understanding of why this has happened and any local actions that may need to be taken can be identified and agreed.
15	As a result of the travel time changes, I have reduced the number of shifts and / or hours I work per fortnight. As a result I am travelling fewer business miles in my lease car and this will increase my monthly lease costs. Will I be protected from this increase? Can I terminate my lease early as a result of this?	The aim is not that staff with lease cars will be disadvantaged as a result of these changes. This can be discussed at your individual consultation meeting. Please see previous answers.
16	If I have a concern or a query who do I discuss this with?	You can send an email to the Nurses travel email address or raise your questions or concerns with your local representative.
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