

Cabinet
12th December 2022

Subject

Interim joint Protocol on Mileage Rates

Purpose:

An interim Joint Protocol on mileage rates has already been signed of by the WLGA Executive Board and by the NJC Trade Unions in relation to the introduction of an interim joint protocol.

However, in order that the joint protocol be implemented, it will need to be adopted locally and the arrangements regarding its administration determined by each local authority, in accordance with local policies and procedures.

Recommendations / key decisions required:

To consider the adoption of the interim Joint Protocol on mileage rates that has already been signed of by the WLGA Executive Board and by the NJC Trade Unions.

Reasons:

To assist with the current cost of living crisis.

Cabinet Decision Required YES

Council Decision Required NO

CABINET MEMBER PORTFOLIO HOLDER:- Cllr. Philip Hughes; Cllr .Edward Thomas; Cllr. Aled Vaughan-Owen; Cllr. Ann Davies

Directorate: Chief Executive's Name of Head of Service: Paul Thomas Report Author: Paul Thomas	Designations: Assistant Chief Executive	Tel: 01267 246123 Email addresses: PRThomas@Carmarthenshire.gov.uk
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EXECUTIVE SUMMARY

An interim Joint Protocol on mileage rates has already been signed off by the WLGA Executive Board and by the NJC Trade Unions in relation to the introduction of an interim joint protocol.

However, in order that the joint protocol be implemented, it will need to be adopted locally and the arrangements regarding its administration determined by each local authority, in accordance with local policies and procedures.

This report sets out what has been agreed in principle prior to local adoption, and considers the implications of endorsing the protocol itself.

The Joint Protocol sets out that both employers and trades unions recognise the impact of the current cost of living crisis on the workforce and the immediate pressures presented as a consequence of unprecedented increases in fuel costs. The agreed rate of reimbursement for mileage rates for local government employees is determined locally by each local authority and the majority of local authorities in Wales adopt the HMRC AMAP (approved mileage allowance payment) rates. The HMRC AMAP rate provides approved rates for the reimbursement of mileage without incurring tax or national insurance. However, the rate has remained static since 2011/12 and an argument has been presented to the Joint Council for Wales that this has not kept pace with current fuel costs. This protocol does not replace current local arrangements but offers, through mutual agreement between local government employers and trades unions in Wales, a temporary arrangement that is triggered by an increase in fuel rates that exceed an agreed threshold, the arrangement is similarly removed when fuel rates reduce below that same threshold. The arrangement, once triggered and until removed, will enable those eligible through existing local authority policies to claim an additional agreed sum per mile up to an agreed maximum, to mitigate against the impact of sustained high fuel costs. The additional payment will be subject to tax and national insurance

The protocol will provide:

1. The agreed sum for reimbursement
2. The threshold at which an increase would come into force
3. An independent reference point to guide decision making
4. The point at which the threshold would need to be breached to trigger an increase or the point at which it would be removed
5. A summary of the threshold, reference point and rate for reimbursement

The agreed sum for reimbursement

The ability to claim an additional payment of 5 pence per mile where tax and NI are paid and 3 pence per mile where tax and NI are not paid with a reimbursement up to a maximum of 50

pence per mile, when an agreed threshold is breached. The ability to claim the additional payment will be withdrawn when the HMRC advisory fuel rate assessment returns below this threshold.

Threshold

The agreed threshold is £1.50 per litre or 15.2 pence per mile. £1.50 per litre or 15.2 pence per mile as determined by the HMRC Advisory Fuel Rate Assessment, is the point at which the ability to claim the additional payment would be triggered and the point below which it would be removed.

Implications and considerations for the Authority to consider prior to implementation.

The data held by the Authority indicates that the money spent corporately on Staff travel to the 31st August 22 is £570k. From a financial perspective, the proposed uplift in the mileage rate represents a 11% increase, so would increase our average monthly spend (£114k) by £12.5k.

Whilst the intention of the Joint Protocol is that it be applied throughout the 22 Local Authorities, it has not been universally adopted. (See Appendix A). The reasons for this relate to the fact that some authorities have already introduced initiatives to support their lower paid staff that outweigh the benefits of the net 3p per mile that this protocol would yield. These initiatives include the payment of a Real Living Wage supplement, a reduction in the Home to first call (specific to Home Carers), greater application of Pool Cars, regrading of 'difficult to recruit to' posts etc.

DETAILED REPORT ATTACHED?

**NO
Appendix A included**

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report:

Signed: Paul Thomas, Assistant Chief Executive

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	Yes	NONE	NONE	NONE	NONE

1. Finance

If adopted, there is an additional £12k per month to the departmental travelling budgets.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Paul Thomas, Assistant Chief Executive

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

1. Scrutiny Committee request for pre-determination

N/A

If yes include the following information: -

2. Local Member(s)

Not applicable

3. Community / Town Council

Not applicable

4. Relevant Partners

Not applicable

5. Staff Side Representatives and other Organisations

Name(s) and individual comments to be included, if appropriate

Not applicable

**CABINET MEMBER PORTFOLIO
HOLDER(S) AWARE/CONSULTED**

Yes

Include any observations here

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THERE ARE NONE