

**RECORD OF URGENT DECISION OF THE CHIEF EXECUTIVE  
OF THE COUNCIL**

(In accordance with Section 5 of Part 3 (paragraph 1.18) of the Council's Constitution)


**SUBJECT: CAR MILEAGE REIMBURSEMENT RATE FOR COUNCIL EMPLOYEES**

**PURPOSE OF THE JOINT REPORT OF THE DIRECTOR OF HUMAN RESOURCES AND DIRECTOR OF FINANCE & DIGITAL SERVICES:**

The purpose of the report is to determine to change the rate of reimbursement payable to Council employees who utilise their own vehicles for work related purposes

**DECISION:**

It is agreed that the Council temporarily increases the rate of reimbursement payable to Council employees who utilise their own vehicles for work related purposes to the HMRC rate of 45p per mile as set out in the accompanying officer report.

	CHRIS BRADSHAW <i>Print Name</i>	01 APRIL 2022 <i>Date</i>
<i>Chief Executive's Signature</i>		

The decision is taken in accordance with the terms set out in Section 5 of Part 3 of the Council's Constitution




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**DIRECTOR OF HUMAN RESOURCES  
CONSULTEE SIGNATURE**

01 April 2022

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**DATE**



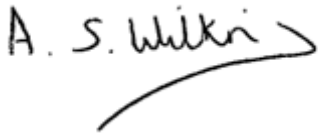

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**DIRECTOR OF FINANCE AND DIGITAL SERVICES  
CONSULTEE SIGNATURE**

01 April 2022

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**DATE**



01 April 2022

\_\_\_\_\_  
**DIRECTOR OF LEGAL SERVICES  
CONSULTEE SIGNATURE**

\_\_\_\_\_  
**DATE**

**CALL IN PROCEDURE RULES.**

**IS THE DECISION DEEMED URGENT AND NOT SUBJECT TO CALL-IN BY THE OVERVIEW AND SCRUTINY COMMITTEE:**

YES  | NO

**Reason for Urgency:**

The Council relies upon a dedicated workforce who deliver valued services across its communities, many of whom do so using their own vehicles. It is important that such staff do not suffer unduly financially as a consequence of the significant increase in fuel prices and that service continuity is assured.

.....  
**If deemed urgent – signature of Presiding Member or Deputy Presiding Member or Head of Paid Service confirming agreement that the proposed decision is reasonable in all the circumstances for it being treated as a matter of urgency, in accordance with the Overview and Scrutiny Procedure Rule 17.2:**



01 April 2022

.....  
**(Chief Executive (Head of Paid Service))**

.....  
**(Date)**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**REPORT TO ACCOMPANY AN URGENT DECISION OF THE CHIEF EXECUTIVE**

**1<sup>ST</sup> APRIL 2022**

**CAR MILEAGE REIMBURSEMENT RATE FOR COUNCIL EMPLOYEES**

**JOINT REPORT OF THE DIRECTOR OF HUMAN RESOURCES AND THE DIRECTOR OF FINANCE AND DIGITAL SERVICES**

**Authors: RICHARD EVANS AND BARRIE DAVIES**

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to determine to change the rate of reimbursement payable to Council employees who utilise their own vehicles for work related purposes.

**2. RECOMMENDATIONS**

- 2.1 It is recommended to:

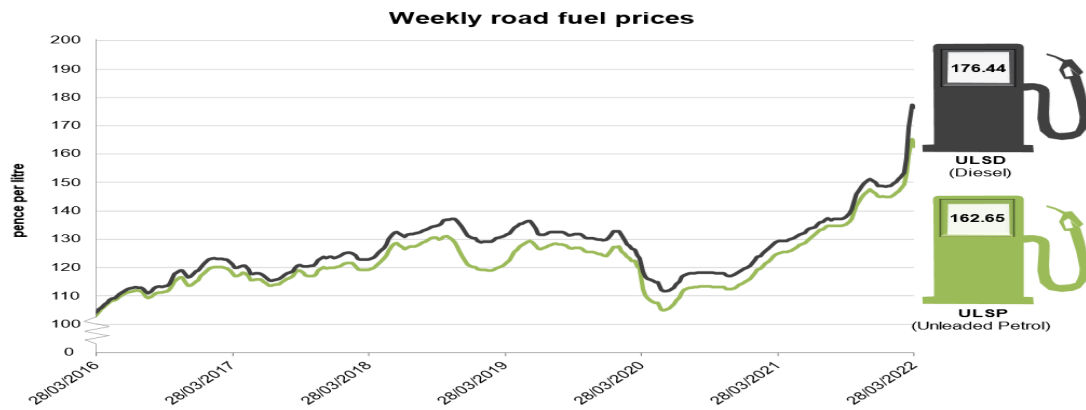
- a) Temporarily increase the rate of reimbursement payable to Council employees who utilise their own vehicles for work related purposes to the HMRC rate of 45p per mile as set out in the report.

**3. REASONS FOR RECOMMENDATIONS**

- 3.1 To temporarily increase the rate of reimbursement payable to staff who use their own vehicles having regard to increasing fuel prices.

**4. BACKGROUND**

- 4.1 Since 2015 (effective from 1<sup>st</sup> May 2015) the Council had applied a Car Mileage reimbursement rate, payable to staff who utilise their vehicles for work related purposes, of 35p per mile.
- 4.2 The Council's budget strategy for 2022/23, as agreed by full Council on the 9<sup>th</sup> March, increased this rate to 40p with effect from the 1<sup>st</sup> April 2022.
- 4.3 During the ensuing period, fuel prices have increased substantially; this is illustrated in the graph below :



Source:

**Energy Prices** Road Fuels and Other Petroleum Products  
**Weekly Road Fuel Prices**

Publication date: 29-Mar-2022  
 Data period: New data for week commencing 28 March 2022



- 4.4 The Council relies upon a dedicated workforce who deliver valued services across our communities, many of whom do so using their own vehicles. It is important that such staff do not suffer unduly financially as a consequence of the significant increase in fuel prices and that service continuity is assured.
- 4.5 It is proposed that with immediate effect the Council temporarily (initially, to the 30<sup>th</sup> June 2022) uplifts the rate at which staff are reimbursed for using their own vehicles to 45p per mile. This is the rate set by HMRC and is widely used across local government. It is further proposed that this be backdated to be the effective rate from the 1<sup>st</sup> March 2022. The position will be reviewed before the end of June 2022.

## **5. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO ECONOMIC DUTY**

- 5.1 Due regard has been given to the Council's public sector equality duties under the Equality Act 2010, namely the Public Sector Equality Duty and Socio-Economic Duty.

## **6. WELSH LANGUAGE IMPLICATIONS**

- 6.1 There are no Welsh language implications as a result of the recommendations in this report.

## **7. CONSULTATION / INVOLVEMENT**

- 7.1 The proposal will be advised to the Trade Unions.

## **8. FINANCIAL IMPLICATION(S)**

- 8.1 The cost of the proposal, for the period (March to June 2022) is estimated at £39k, which can be funded from existing available and one off resources.

**9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 The Director of Finance and Digital Services will put into effect the necessary arrangements in accordance with the Council's 'officer scheme of delegation'.

**10. LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT**

- 10.1 This proposal supports the Council's corporate priority of Living within our means - where services are delivered efficiently to achieve value for money for the taxpayer. Due regard has also been given to the Wellbeing of Future Generations (Wales) Act 2015.

**11. CONCLUSION**

- 11.1 The decision to immediately and temporarily increase the mileage rate will ensure that staff are appropriately reimbursed and seek to assure service continuity.