



Department for
Communities
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Chief Executive of each District Council
Finance Officer of each District Council
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Our Ref: CO1/16/49337

Your ref:

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Circular LG 14/2016

Dear Sir/Madam

**CONSOLIDATED COUNCILLOR ALLOWANCES CIRCULAR – UPDATED
JULY 2016**

This Local Government Circular provides a consolidated record of all current councillor allowances and supersedes Local Government Circular 12/2016. This revision of the consolidated circular determines maximum basic and special responsibility allowances from 1 April 2016 and from 1 April 2017.

All determinations are made by the Department under section 31 of the Local Government Finance Act (Northern Ireland) 2011 and the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2012.

The travel and subsistence rates set, as carried forward from the previous consolidated circular, were determined by the Department following consultation with the Northern Ireland Joint Council for Local Government Services. Further details on each allowance can be found in Local Government Circular 04/2015 Councillors' Allowance Guidance as amended.

1. Basic Allowance

a) – valid from 1 April 2016

Basic Allowance	Maximum £14,342 per annum
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b) - valid from 1 April 2017

Basic Allowance	Maximum £14,485 per annum
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2. Dependants' Carers' Allowances – valid from 1 April 2016

The following table states the maximum rates for dependants' carers' allowance.

Dependants' Carers' Allowance	Hourly Rate	Maximum monthly amount
Standard	£7.20 [^]	£375
Specialist	£14 .40	£749

[^](Based on national living wage for age 25+)

3. Travel Allowances – valid from 1 April 2015

The following table states the maximum rates for travel allowances.

Type of Vehicle	Rate per Mile
A pedal cycle	20.0p
A solo motor cycle of cylinder capacity not exceeding 149cc	11.4p
A solo motor cycle of cylinder capacity exceeding 149cc but not exceeding 499cc	16.5p
A solo motor cycle of cylinder capacity exceeding 499cc or a motor cycle with side car	22.0p

A motor car of cylinder capacity not exceeding 450cc	22.0p
A motor car of cylinder capacity exceeding 450cc but not exceeding 999cc	46.9p *13.7p
A motor car of cylinder capacity exceeding 999cc but not exceeding 1,199cc	52.2p *14.4p
A motor car of cylinder capacity exceeding 1,199cc	65.0p *16.4p
An electric car	45.0p **25.0p
Passenger rate (per passenger)	5.0p

* For mileage above 8,500 miles

**For mileage above 10,000 miles

4. Special Responsibility Allowance

The following table states the maximum rate of Special Responsibility Allowance that a council may pay. The maximum rate is based on the size of the council population. Each council's population figures are updated each year by the Northern Ireland Statistics and Research Agency and it is the duty of each council to operate within the total maximum rate appropriate to its population band. For ease the maximum any councillor can receive, within each band, is also provided.

a) – valid from 1 April 2016

Population of council	Maximum Special Responsibility Allowance £	Maximum (1/5 th) for individual councillor £
Less than 120,000	50,500	10,100
120,000 to 199,000	70,700	14,140
200,000 +	109,080	21,816

b) – valid from 1 April 2017

Population of council	Maximum Special Responsibility Allowance £	Maximum (1/5 th) for individual councillor £
Less than 120,000	51,005	10,201
120,000 to 199,000	71,407	14,281
200,000 +	110,171	22,034

5. Subsistence Allowances – valid from 1 April 2015

The following table states the maximum rates for subsistence; however where councils believe it is necessary there is flexibility for councils to increase these rates by applying a suitable measure of price inflation.

PERIOD/MEAL	RATES £	
	British Isles	London
Accommodation allowance - An absence involving an overnight stay, away from the normal place of residence. This rate does not include any meal allowance.	100.70	122.45
Breakfast allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period before 11 am)	11.50	
Lunch allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period including the period between 12 noon and 2pm)	13.50	

Tea allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period including the period between 3pm and 6pm)	4.70
Evening meal allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period ending after 7pm)	20.95

If you have any queries on the content of this circular please contact Jeff Glass on 028 90823375 or Lizanne Kennedy on 028 90823378 or by email jeff.glass@communities-ni.gov.uk or lizanne.kennedy@communities-ni.gov.uk.

Yours faithfully



ANTHONY CARLETON
Director
Local Government Policy Division