



Department for

**Communities**

Appendix 4

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Department for

**Commonities**

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Chief Executive of each District Council  
Finance Officer of each District Council  
Other Interested Parties

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Our ref: CO1-22-718

25 January 2023

Dear Sir/Madam

**CIRCULAR LG 03/2023 - CONSOLIDATED COUNCILLOR ALLOWANCES CIRCULAR  
(UPDATED JANUARY 2023)**

This Local Government Circular provides a consolidated record of all councillor allowances and supersedes Local Government Circular 10/2022.

This consolidated circular is required to determine and reflect an increase in maximum rates for Basic and Special Responsibility Allowance from 1 April 2022 and an increase in Dependants' Carers' Allowance from 1 April 2023.

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) 2019.

If you have any queries on the content of this circular please contact Jeff Glass on 028 9082 3375 or Ian Lewis on 028 9082 3506 or by email [jeff.glass@communities-ni.gov.uk](mailto:jeff.glass@communities-ni.gov.uk) or [ian.lewis@communities-ni.gov.uk](mailto:ian.lewis@communities-ni.gov.uk) .

Yours faithfully

**ANTHONY CARLETON**  
**Director**  
**Local Government and Housing Regulation**

## 1. Basic Allowance

- valid from 1 April 2022

<b>Basic Allowance</b>
Maximum £16,394 per annum ≠

≠ (The basic allowance includes an element for incidental and consumable costs incurred by councillors in their official capacity. In 2015/16 this element was £1,000 and each year this amount is uplifted in line with the increase applied to the basic allowance, therefore this element within the basic allowance is £1,154 from 1 April 2022.)

## 2. Dependants' Carers' Allowance

- valid from 1 April 2022 – 31 March 2023

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

<b>Dependants' Carers' Allowance</b>	<b>Hourly Rate</b>	<b>Maximum monthly amount</b>
Standard	£9.50 <sup>^</sup>	£494
Specialist	£19.00	£988

<sup>^</sup>(Based on national living wage)

- valid from 1 April 2023

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

<b>Dependants' Carers' Allowance</b>	<b>Hourly Rate</b>	<b>Maximum monthly amount</b>
Standard	£10.42 <sup>^</sup>	£542
Specialist	£20.84	£1,084

<sup>^</sup>(Based on national living wage)

### 3. Travel Allowances

– valid from 1 April 2017

The following table states the maximum rates for travel allowances.

<b>Type of Vehicle</b>	<b>Rate per Mile</b>	<b>Rate per Mile Above 8,500 miles</b>	<b>Rate per Mile Above 10,000 miles</b>
A pedal cycle	20.0p	20.0p	20.0p
A motor cycle (all engine capacities)	24.0p	24.0p	24.0p
A motor car of cylinder capacity exceeding 450cc but not exceeding 999cc	46.9p	13.7p	13.7p
A motor car of cylinder capacity exceeding 999cc but not exceeding 1,199cc	52.2p	14.4p	14.4p
A motor car of cylinder capacity exceeding 1,199cc	65.0p	16.4p	16.4p
An electric car	45.0p	45.0p	25.0p
Passenger rate (per passenger)	5.0p	5.0p	5.0p

#### 4. Special Responsibility Allowance

– valid from 1 April 2022

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.

<b>Population of council</b>	<b>Maximum Special Responsibility Allowance £</b>	<b>Maximum (1/5<sup>th</sup>) for individual councillor £</b>
Less than 120,000	57,720	11,544
120,000 to 199,000	80,809	16,162
200,000 +	124,676	24,935

## 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.

<b>PERIOD/MEAL</b>	<b>British Isles Rates £</b>	<b>London Rates £</b>
<b>Accommodation allowance</b> - 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
<b>Breakfast allowance</b> - (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	11.50
<b>Lunch allowance</b> - (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	13.50
<b>Tea allowance</b> - (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	4.70
<b>Evening meal allowance</b> - (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	20.95