



LG 05/2022

7 September 2022

Re: Allowances and Expenses of Elected Members

Dear Chief Executive,

I am directed by the Minister of State for Local Government and Planning to refer to the enclosed directions in relation to payments made to elected members by local authorities under sections 142 and 143 of the Local Government Act 2001.

The Civil Service rates for motor travel and domestic subsistence were recently revised by the Minister for Public Expenditure and Reform.

The revised rates, as they effect the allowances and expenses of elected members, are set out in Appendix 1 of this circular. These take effect from 1 September 2022 and automatically apply to elected members' expenses from the same date in accordance with the provisions of the *Local Government (Expenses of Local Authority Members) Regulations 2021* (S.I. No. 313 of 2021).

In the context of the allowances and expenses of elected members, the main points to note are as follows:

Revised Motor Travel Rates and Arrangements

1. From 1 September 2022 the revised motor travel rates per km are:

Distance Bands		up to 1200cc	1201cc to 1500cc	1501cc and over
Band 1	0 – 1,500 km	41.80 cent	43.40 cent	51.82 cent
Band 2	1,501 – 5,500 km	72.64 cent	79.18 cent	90.63 cent
Band 3	5,501 – 25,000 km	31.78 cent	31.79 cent	39.22 cent
Band 4	25,001 km and over	20.56 cent	23.85 cent	25.87 cent

2. The rates for vehicles with an engine capacity of 1501cc and over is applied for the calculation of the Annual Expenses Allowance for elected members from 1 September 2022.



3. The revised rates reflect changes in technology, road conditions, commuter behaviour, and car ownership patterns. It also takes account of the commitments by Government in relation to the Climate Action Plan 2021 (CAP 21) and for the first time a dedicated rate is introduced for Electric Vehicles (EVs).
4. The revised rates will be fixed for a period of three years. However, in the event of any future downturn in input costs, the rates may be adjusted by the Minister for Public Expenditure and Reform to reflect the changing costs.
5. It should be noted that in support of the Climate Action Plan 2021 (CAP 21) and in the interests of administrative efficiency, it is the Department of Public Expenditure and Reform's intention to move at the time of the next review to a new single rate for all cars regardless of engine type. It is acknowledged that vehicle purchase is a medium term decision requiring future planning and that a move to a single rate will require a transitional period.
6. As a first step in the transition to a single rate, the EV rate is being increased and is being set at the same rate as that applying to vehicles in the middle category of 1,201cc to 1,500cc (this only applies to ad-hoc travel and not to the calculation of the Annual Expenses Allowance).
7. Hybrid vehicles will continue to be recouped at the equivalent Internal Combustion Engine (ICE) rates and should not be claimed in the EV category.

Standard Domestic Subsistence Rates

1. From 1st of September 2022 the overnight rate increases from €147 to €167.
2. A Vouched Accommodation (VA) rate continues to apply where members encounter difficulties in sourcing suitable accommodation in Dublin within the standard rate.
3. In such cases, a Vouched Accommodation Rate will remain the vouched costs of accommodation up to a limit of the standard overnight rate (€167.00) plus €39.08 (2 meal - 10 Hour Rate).
4. In accordance with existing policy, where a member sources accommodation that exceeds the cost of the standard overnight rate or vouched accommodation rate as appropriate, they will be solely responsible for meeting the additional accommodation expense.



5. The standard overnight rate will continue to apply where members source accommodation and meals in Dublin within the rate. Where members cannot source accommodation within this rate, they may claim the VA rate. Accommodation costs while claiming the VA rate must be vouched.

Payment of the rates authorised in this Circular are subject to the provisions of the 2021 Regulations. Local authorities should continue to ensure that only essential travel is undertaken and that the number of members on any official journey is kept to the absolute minimum.

The Department would also like to point out that, in updating the directions on the Allowances and Expenses of Elected Members, it is also taking the opportunity to clarify some aspects of the directions in relation to the Local Representation Allowance (LRA). This is in response to queries received from local authorities. These clarifications are reflected in Part 2 and Appendix 2, Part 1 of the directions, in particular with regard to telephone and advertising expenses.

Enquiries from members in respect of this circular should be addressed in the first instance to the relevant local authority.

A copy of this circular has been made available on the Sharepoint system, and you are asked to please ensure that it is circulated to each elected member of your local authority and relevant employees dealing with the processing of members' remuneration and expenses.

Any queries in relation to this circular may be directed to Jeanette Young at jeanette.young@housing.gov.ie, 01 888 2728, or to Gary Mc Guinn gary.mcguinn@housing.gov.ie, 01 888 2800.

Yours sincerely

Gary McGuinn
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Local Government Governance and Elected Members

cc. AILG, LAMA, Joint Oireachtas Committee for Housing, Local Government and Heritage