

## Local Government Policy Division

Clerk & Chief Executive of each District Council,  
Finance Officer of each District Council,  
Mr L Hannaway, Honorary Secretary, Society of  
Local Authority Chief Executives,  
Mrs N Winder, Acting Chief Executive, Northern  
Ireland Local Government Association,  
Mrs C Escott, Secretary, Association of Local  
Government Finance Officers,  
Mr R Ferguson, Secretary, National Association  
of Councillors,  
Mr A Kerr, Chief Executive, Local Government  
Staff Commission  
Mr D Morrice, Secretary, Northern Ireland Local  
Government Officers' Superannuation Committee  
Mr J Quinn, Chief Executive, Arc 21,  
Mr G Craig, Finance Director Arc 21,  
Mr J Buchanan, Chief Local Government Auditor  
Other Interested Bodies

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Your reference:  
Our reference:  
Date: 20 May 2010

### **Circular No. LG 02/10**

Dear Sir/Madam

### **TRAVELLING ALLOWANCE**

1. I refer to the following Regulations: -

- Local Government (Travelling and Subsistence Allowances to Councillors) (No.2) Regulations (Northern Ireland) 1973;
- Councillors (Travelling and Subsistence Allowances) (Amendment) Regulations (Northern Ireland) 1979;
- Local Government (Travelling and Subsistence Allowances to Councillors) (Amendment) Regulations (Northern Ireland) 1981;
- Councillors (Travelling and Subsistence Allowances) (Amendment) Regulations (Northern Ireland) 1997; and
- Councillors (Travelling and Subsistence Allowances) (Amendment) Regulations (Northern Ireland) 2003.

2. The Department of the Environment, following consultation with the Northern Ireland Joint Council for Local Government Services, has revised the levels of travelling

allowance payable to members of district councils, where expenditure has necessarily been incurred in the performance of an approved duty. The Department has now determined maximum rates of travelling allowance for councillors, effective from 1 April 2010, which are broadly in line with those of officers of councils.

3. The Northern Ireland Joint Council for Local Government Services is currently preparing guidance on the levels of subsistence allowance and I will issue this as soon as it is available.
4. A copy of the formal determination and appendix (which details the revised maximum rates of travelling allowance) are attached for your information. Updated Guidance Notes are enclosed.

Yours sincerely



**BRENDA MOONEY (MRS)**

Encs.