



Derry City & Strabane
District Council
Comhairle
Chathair Dhoire &
Cheantar an tSrátha Báin
Derry Cille & Strábane
Deistrick Council

Derry City and Strabane District Council

Scheme of Allowances Payable to Councillors (2023/4)

This Scheme is made under the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2019.

1 Definitions

- 1.1 In this scheme 'approved duty' and 'committee member' are as defined in the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2019 (effective from 1st October 2019).
- 1.2 The Scheme reflects allowances as set out in Circulars LG 07/19 and LG 23/2023.

2 Commencement Date

- 2.1 This scheme of allowances shall be operational from 1 April 2023 (except where stated otherwise).

3 Basic Allowance

- 3.1 An annual basic allowance of £15,071 (valid from 1 April 2023) shall be paid to each councillor. Where applicable this will be paid pro-rata.
- 3.2 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. The element within the current basic allowance is £1,061.

3.3 In circumstances where a councillor is suspended from carrying out the duties of a councillor, in accordance with section 59(5) or section 60(1) of the Local Government Act (NI) 2014, the part of basic allowance (and additional allowance as set out in paragraph 3.3) payable to the councillor in respect of the period for which the councillor is suspended, will be withheld.

4 Special Responsibility Allowance

4.1 A special responsibility allowance shall be paid to those councillors who hold the special responsibilities specified in Schedule 1.

4.2 The amount of allowance shall be the amount specified against that special responsibility in the Schedule. The allowance is only payable whilst the councillor is carrying out that duty.

4.3 At any time, only one special responsibility allowance will be paid to a councillor.

4.4 Where applicable any special responsibility allowances will be paid pro-rata.

4.5 In circumstances where a councillor is suspended from carrying out the duties of a councillor, in accordance with section 59(5) or section 60(1) of the Local Government Act (NI) 2014, the part of any special responsibility allowance payable to the councillor in respect of the period for which the councillor is suspended, will be withheld.

4.6 In accordance with LG 23/2023, the maximum total amount payable for special responsibility allowances is £83,944 per annum (valid from 1 April 2023, with a maximum of 1/5th of this figure payable to an individual councillor (i.e. £16,789).

5 Mayor/Deputy Mayor Allowance

- 5.1 An allowance of £31,950 will be payable to the Mayor of Derry City and Strabane District Council from 1 July 2019 and will remain fixed pending a Council decision to modify.
- 5.2 An allowance of £7,987 will be payable to the Deputy Mayor of Derry City and Strabane District Council from 1 July 2019 and will remain fixed pending a Council decision to modify.
- 5.3 In circumstances where a councillor is suspended from carrying out the duties of a councillor, in accordance with section 59(5) or section 60(1) of the Local Government Act (NI) 2014, the part of any Mayor/Chairperson or Deputy Mayor / Vice Chairperson allowance payable to the councillor in respect of the period for which the councillor is suspended, will be withheld.

6 Dependants' Carers' Allowance

- 6.1 Councillors are entitled to claim a dependants' carers' allowance (DCA) towards reimbursement of actual reasonable costs necessarily incurred in providing care for an eligible dependant, while carrying out an approved duty.
- 6.2 A dependants' carers' allowance shall be payable based upon actual receipted costs or at the appropriate hourly rate, whichever is the lower; up to the monthly maximum.
- 6.3 From 1 April 2023- 31 March 2024, the hourly rate of dependants' carers' allowance for standard care will be £10.42¹ and £20.84 for specialised care. The monthly maximum for standard care payable is £542, and the monthly maximum for specialised care is £1084.
- 6.4 From 1 April 2024- 31 March 2025, the hourly rate of dependants' carers' allowance for standard care will be £11.44² and £22.89 for specialised care. The monthly maximum for standard care payable is £595, and the monthly maximum for specialised care is £1190.
- 6.5 Councillors may claim only one dependants' carers' allowance in respect of each occurrence of approved duty. Only one dependants' carers' allowance rate is payable even if there are 2 or more children/ dependants being cared for.

7 Travel and Subsistence Allowances

7.1 A councillor or committee member shall be entitled to claim travel and subsistence allowances where expenditure on travelling or subsistence has been necessarily incurred. The amount claimed should not exceed expense incurred.

7.2 The rates of travel allowance for travel by private vehicle shall be as shown in the table below (valid from 1 April 2017).

Type of Vehicle	Rate per Mile
A pedal cycle	20.0p
A motor cycle (all engine capacities)	24.0p
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	5.0p

*For mileage above 8,500 miles

** For mileage above 10,000 miles

7.3 The rates of subsistence shall be as shown in the table below (valid from 1 April 2015). As per LG23/23, the following table states the maximum rates for subsistence, however where it is necessary, there is flexibility 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

¹ Based on the national living wage for 25+

² Based on the national living wage for 25+

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

8 General

- 8.1 This scheme may be revoked or amended at any time.
- 8.2 The amounts stated in paragraphs 3-5 will be subject to any indexing increase during the year.
- 8.3 The amounts stated in paragraph 6 will be subject to any increase to the national living wage for age 25+.

9 Claims and Payment

- 9.1 Payments regarding basic allowance and special responsibility allowance shall be made in instalments of one-twelfth of the amount specified in this scheme on the third last working day of each month.
- 9.2 Claims for dependants' carers' allowance, travelling allowance or subsistence allowance should be made in writing within three months, and should be accompanied by receipts, where appropriate.

10 Renunciations

- 10.1 Councillors may, if they wish, renounce all or part of their entitlement to basic, chairperson, vice chairperson or special responsibility allowances. They can do this by writing to the Chief Executive. A councillor can subsequently withdraw the renunciation. They can also amend a renunciation (for example, to limit it to one kind of allowance only). The withdrawal or amendment cannot have retrospective effect.
- 10.2 It is recommended that this should be an administrative arrangement for the council with political party agreement.

Schedule 1 to the Scheme of Allowances

The following table provides details of the Council's duties which attract a Special Responsibility Allowance and the associated allowance amount.

Special Responsibility	Special Responsibility Allowance Rate (£) From 1 April 2023
Chair of Governance and Strategic Planning Committee	8,543.58
Vice Chair of Governance and Strategic Planning Committee	3,290.07
Chair of Planning Committee	8,543.58
Vice Chair Planning Committee	3,290.07
Chair of Assurance, Audit & Risk Committee	4,271.79
Vice Chair of Assurance, Audit & Risk Committee	1,645.03
Chair of Business & Culture Committee	8,543.58
Vice Chair Business & Culture Committee	3,290.07
Chair of Environment & Regeneration Committee	8,543.58
Vice Chair Environment & Regeneration Committee	3,290.07
Chair of Health & Community Committee	8,543.58
Vice Chair Health & Community Committee	3,290.07
Partnership Panel Representative	3,290.07
NI Housing Council Representative	n/a

Reserve Forces & Cadets Association Representative	n/a
PCSP members	n/a