

## Civil Service Conciliation and Arbitration Scheme

### General Council Report 1538

Meetings: January 2016; 7<sup>th</sup> March; 15<sup>th</sup> September; 25<sup>th</sup> October; 23<sup>rd</sup> November; 9<sup>th</sup> December; 24<sup>th</sup> February 2017

Official Side Claim:

*That the formula used for calculating the motor travel (mileage) rates be reviewed*

AND

Staff Side Claim:

*That the rates payable for domestic and foreign subsistence be reviewed*

### **Mileage Formula**

1. Haddington Road Agreement [para 2.28] states that 'there will be full co-operation by the Parties with the review and the implementation of a standardised system of travel and subsistence across the Public Service'.
2. Following on from the agreement on subsistence rates in 2015, the Official Side carried out a review of the methodology used to calculate motor travel rates. The revised methodology used took account of both overhead and running costs of an officer using his/her own vehicle for official purposes. It also provided a methodology that could be easily updated with new data and was intended to create a more transparent method for the review of motor travel rates in future.
3. The Official Side notes the Government's National Policy on Climate Action commits to the development of a cost effective policy for reducing carbon emissions and increasing efficiency in the transport sector. The Official Side recognises the importance of encouraging officers to choose more environmentally-friendly vehicles and methods of travel. The Official Side intends to move progressively in this direction in subsequent revisions of the mileage formula.
4. The Parties met on a number of occasions throughout the year and reached agreement on the majority of the elements of the revised formula including:
  - (i) The previous two distance bands would be replaced with four distance bands;
  - (ii) A replacement rate that assumes that an officer's car is replaced every four years.
  - (iii) Insurance costs based on a 35 year old Civil Servant, with a two year no claims bonus;
  - (iv) Car costs calculated with reference to the top 10 best-selling cars;

- (v) Car tax costs based on the CO2 emissions of the top 10 best-selling cars;
- (vi) Servicing and repair costs based on the figures given in the AA Cost of Motoring report each year;

5. The Parties met an Adjudicator on 9 December 2016 in order to seek a ruling on the appropriate upper limit of the first distance band. The Adjudicator decided that the appropriate limit should be 1,500km.
6. The rates set out in Appendix 1 will apply with effect from 1 April 2017.
7. The amount of mileage accumulated by officers between 1st January 2017 and 1st April 2017 will not be altered by the introduction of these new bands and rates. Mileage to date will, however, count towards aggregated mileage for the year.  
For example, an officer driving a car in the '1200-1500cc' engine size who had claimed 1,400km on 1st April 2017 would then move to the new Band 1 and receive 39.86 cent per kilometre. Once they have driven a further 100km, they would then move to Band 2 and receive 73.21 cent per kilometre.
8. The Parties agree that the rates listed in Appendix 1 of this Report will be "locked in" for a period of three years and that it is intended that the formula will be reviewed again after this period has elapsed. The Official Side's intention is that the formula will move to a five year replacement rate in subsequent reviews, in order to take account of increased efficiencies and improvements in motor technology.

### **Standard Domestic Subsistence Rates**

9. In accordance with the agreed methodology for reviewing the domestic subsistence rates set out in General Council Report 1531, changes in the accommodation and eating out elements of the CPI were identified for the agreed reference period (March 2015 – March 2016):

<b>Element</b>	<b>CPI Change</b>
Accommodation	8.4%
Eating out	1.3%

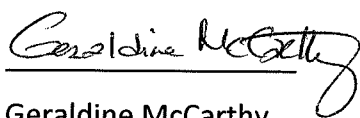
10. It was agreed that the ratio for formulating the overnight rate will be revised from 60% 'accommodation' to 40% 'eating out' to 80% / 20%.
11. There will be no further changes to the day rates until 2018.
12. The revised domestic subsistence rates are set out in Appendix 2 and will apply with effect from 1<sup>st</sup> April 2017.

### **Dublin Vouched Accommodation ("VA") Rate**

13. Following discussions with the Staff Side in response to difficulties in sourcing suitable accommodation at the agreed rate, it was agreed that a separate Vouched Accommodation ("VA") rate will apply for Dublin only.
14. The Vouched Accommodation ("VA") rate consists of the vouched cost of accommodation up to the limit of the overnight rate plus the appropriate day rate for the officer's meals.
15. Where an officer sources accommodation that exceeds the cost of the standard overnight rate, they will be solely responsible for meeting the additional accommodation expense.
16. The standard Overnight rate will continue apply where officers source accommodation and meals in Dublin within the rate. Where officers cannot source accommodation within this rate, they may claim the VA rate. Accommodation costs while claiming the VA rate must be vouched.

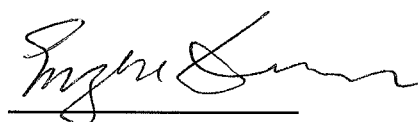
### **Foreign Subsistence**

17. It has been agreed that, in line with normal practice, the foreign subsistence rates payable would be revised in line with the current rates published by the HM Revenue & Customs in the UK.
18. In the interest of clarity, the rate formerly known as the Conference rate has been renamed the Vouched Accommodation ("VA") rate.
19. In accordance with changes in the Domestic Subsistence and reflecting modern requirements for official foreign travel, the Class 'B' rate for foreign subsistence will no longer be used.
20. The revised foreign subsistence rates will apply with effect from 1<sup>st</sup> April 2017.
21. This report recording agreement was adopted on 9<sup>th</sup> March 2017.



Geraldine McCarthy

Official Side Secretary



Eugene Dunne

Staff Side Secretary

**Motor Travel Rates 2017**Motor Travel Rates per kilometre with effect from 1<sup>st</sup> April 2017

<b>Distance Bands</b>		<b>Engine Capacity up to 1200cc</b>	<b>Engine Capacity 1201cc to 1500cc</b>	<b>Engine Capacity 1501cc and over</b>
Band 1	Up to 1,500 km	37.95 cent	39.86 cent	44.79 cent
Band 2	1,501 – 5,500 km	70.00 cent	73.21 cent	83.53 cent
Band 3	5,501 – 25,000 km	27.55 cent	29.03 cent	32.21 cent
Band 4	25,001 km and over	21.36 cent	22.23 cent	25.85 cent

**Reduced Motor Travel Rates per kilometre with effect from 1<sup>st</sup> April 2017**

<b>Engine Capacity up to 1200cc</b>	<b>Engine Capacity 1201cc to 1500cc</b>	<b>Engine Capacity 1501cc and over</b>
16.59 cent	17.63 cent	18.97 cent

## Standard Domestic Subsistence Rates

Effective from 1<sup>st</sup> April 2017

Overnight rates		
Normal Rate	Reduced Rate	Detention Rate
€133.73	€120.36	€66.87

Day Rates	
10 hours or more	5 hours but less than 10 hours
€33.61	€14.01

## Vouched Accommodation ("VA") Domestic Subsistence Rates (for use in Dublin only)

Effective from 1<sup>st</sup> April 2017

VA Rate	Accommodation		Meals
VA Rate	<u>Vouched</u> cost of accommodation up to €133.73	Plus	€33.61