1968. No. 116 **[C]**

ROYAL ULSTER CONSTABULARY

Travelling and Removal Allowances

ORDER, DATED 30TH APRIL 1968, MADE BY THE MINISTER OF HOME AFFAIRS UNDER SECTION 4 OF THE CONSTABULARY AND POLICE (IRELAND) ACT 1919 AND SECTION 2 OF THE CONSTABULARY ACT (NORTHERN IRELAND) 1922.

I, the Right Honourable William Craig, Minister of Home Affairs for Northern Ireland, in exercise of the powers conferred on me by section 4 of the Constabulary and Police (Ireland) Act 1919(**a**) and section 2 of the Constabulary Act (Northern Ireland) 1922(**b**) and of all other powers enabling me in that behalf, and after considering representations made by the Representative Bodies constituted by the said Act of 1919, as required by section 4 of that Act, do hereby order as follows:—

Citation and Commencement

1. This Order may be cited as the Royal Ulster Constabulary (Travelling and Removal) Allowances Order 1968, and, subject to Article 10(16), shall come into operation on 1st May 1968.

Revocations

2. The Royal Ulster Constabulary Allowances (Travelling and Removal) Order 1962(**c**) is hereby revoked.

Definitions

3.—(1) In this Order the following expressions shall have the meanings hereby respectively assigned to them:—

"Depot" means the Royal Ulster Constabulary Depot, Enniskillen;
"the Force" means the Royal Ulster Constabulary;
"Inspector General" means the Inspector General of the Royal Ulster Constabulary;
"Member" means a member of the Royal Ulster Constabulary;
"Ministry" means the Ministry of Home Affairs;
"Officer" means a member of the Royal Ulster Constabulary not below the rank of District Inspector.

(2) A reference to a member's private motor vehicle is a reference to a motor vehicle which he keeps and uses.

TRAVELLING ALLOWANCES

Use of Private Motor Vehicle—General

4. No allowance shall be payable under Articles 5 or 6 in respect of the use of a member's private motor vehicle unless there was (and, if appropriate, there continues to be) in force in relation to such use a policy of insurance in terms approved by the Ministry.

(a) 9 & 10 Geo. 5. c. 68.
(b) 12 & 13 Geo. 5. c. 8 (N.I.).
(c) S.R. & O. (N.I.) 1962, No. 211.

Locomotion Allowance

5.—(1) Subject to the provision of this Order a member who for the purposes of duty maintains and uses a private motor vehicle which the Inspector General considers suitable, having been required to do so by the Inspector General with the approval of the Ministry, shall be entitled to a locomotion allowance in accordance with Appendix 1.

(2) A locomotion allowance shall be deemed to cover all travelling expenses in connection with the journeys specified in this paragraph, namely—

(*a*) in the case of an officer stationed at the Inspector General's Headquarters or at the Depot, or at Central Police Stores, Sprucefield, all journeys other than any to or from a place at least 50 miles distant by the recognised direct route from the premises at which he is stationed;

(*b*) in the case of any other officer stationed in the County Borough of Belfast, all journeys within that County Borough;

(*c*) in the case of any other officer, all journeys within the County in which he is stationed; and

(*d*) in the case of any other member, all journeys within Northern Ireland undertaken in connection with the duties in respect of which he is required to maintain and use a motor vehicle.

(3) A member who has been continuously absent from duty for a period of 3 months shall cease to be entitled to locomotion allowance and shall not again become entitled until he resumes duty.

Motor Mileage Allowance

6.—(1) Subject to the provisions of this Order, where a member entitled to locomotion allowance uses his private motor vehicle for a journey in connection with his duty or for a privilege journey and the expense involved is not deemed to be covered by the locomotion allowance or where any other member uses his private motor vehicle for a journey in connection with his duty, having been either authorised or permitted to do so, or for a privilege journey, he shall, subject to the provisions of this Order, be entitled to motor mileage allowance for the distance necessarily travelled reckoned in accordance with directions given by the Ministry.

(2) The rate of motor mileage allowance payable for any journey shall be determined in accordance with Appendix 2.

(3) For the purposes of this Order—

(*a*) a reference to a member being authorised to use his private motor vehicle for a journey is a reference to his being so authorised by the District Inspector in charge of the District or by the County Inspector because public transport is either not available or is unsuitable and it is impracticable or undesirable to use police transport;

(*b*) a reference to a member being permitted to use his private motor vehicle for a journey is a reference to his being permitted to do so by the person in charge of the station or by the District Inspector in charge of the District as an alternative to using public transport;

(*c*) a reference to a privilege journey is a reference to a journey not in connection with a member's duty but which he is entitled with the approval of the Ministry to make at public expense.

Other Travelling Allowances

7. Where a member incurs travelling expenses otherwise than through the use of his private motor vehicle on an authorised journey in connection with

his duty or on a privilege journey he shall be entitled to an allowance equal to the expenses reasonably incurred, which shall be deemed, if he travels or could reasonably travel by public transport, to be not more than the lowest fare available for the journey by the appropriate means and at the appropriate class.

Appropriate Means and Class of Travel by Public Transport

8. For the purposes of Article 7 the appropriate means of travel where more than one means is available shall be the means which involves the lowest charge on public funds when regard is had to the amount of subsistence or other allowances which the various means would involve, unless the use of that means would be likely to result in appreciable loss of working time.

9. For the purposes of Article 7 the appropriate class of travel shall be—

(*a*) by air, tourist class;

(*b*) by train, first class for officers and second class for other members of the force;

(*c*) by boat to or from Great Britain, ordinarily first class but second class for members escorting prisoners:

Provided that for any particular journey the appropriate class shall be first class instead of tourist class or second class if the Inspector General is satisfied that only first class accommodation is available or that for some special reason tourist class or second class is unsuitable.

HOUSEHOLD REMOVAL ALLOWANCES

10.—(1) For the purposes of this Article—

the word "station" does not, in relation to a recruit undergoing training, include the Depot; and

the expression "household" includes household furniture and effects.

(2) Subject to the provisions of paragraph (3), a member who in the opinion of the Inspector General is required by the exigencies of police duty to move his household shall be entitled to a cost of removal allowance, that is to say, an allowance equal to the necessary and reasonable cost of removing his household to his new residence, including travelling allowance for himself and the members of his household.

(3) A member shall not be entitled to a cost of removal allowance—

(*a*) in respect of the removal of his household whilst he is undergoing training as a recruit at the Depot; or

(*b*) in respect of the first occasion on which he moves his household to a station after joining or re-joining the Force:

Provided that, where a member does not remove his household to the first station to which he is posted after joining or re-joining the Force but removes it subsequently to another station to which he has been transferred, he may be paid a cost of removal allowance of such amount and subject to such conditions as the Ministry may determine.

(4) Where in the opinion of the Inspector General suitable accommodation is not immediately available for the household of a member entitled to a cost of removal allowance and the member or the members of his household occupy reasonably situated temporary accommodation the reasonably incurred cost of removing the member's household to his new residence shall be deemed to

include the cost of removal to the temporary accommodation or to store and from thence to suitable accommodation when found, together with any reasonably incurred storage expenses covering such period during which the member satisfies the Inspector General that he is making every reasonable effort to find suitable unfurnished accommodation.

(5) A member to whom a cost of removal allowance is payable shall, subject to paragraph (6), be paid in respect of expenditure incidental to the move (not being expenditure mentioned elsewhere in this Article) an incidental expenses allowance of the amount hereinafter provided.

(6) An incidental expenses allowance—

(*a*) shall not be payable where a member who has never been married moves from furnished accommodation;

(*b*) shall be payable only if the Ministry so decides where a member moves from unfurnished to furnished accommodation.

(7) In the case of a member who—

(*a*) moves into furnished accommodation; or

(*b*) moved into unfurnished accommodation but has not previously as a member of the force occupied such accommodation; or

(*c*) not being a member to whom sub-paragraph (*b*) applies, moves into temporary unfurnished accommodation,

the amount of the incidental expenses allowance shall be £10.

(8) In the case of any other member (including such a member as is referred to in paragraph (7)(*c*) when he moves from temporary accommodation into suitable accommodation) the amount of the incidental expenses allowance shall be—

(*a*) where he holds or is transferred on promotion to a rank above that of Head Constable, £50;

(*b*) where he holds or is transferred on promotion to the rank of Head Constable, £40;

(*c*) where he holds or is transferred on promotion to a rank below that of Head Constable, £30.

(9) Where a member to whom a cost of removal allowance is payable moves his household to rented accommodation he shall be reimbursed any expense properly incurred in connection with the tenancy agreement and with house agents' fees, up to a maximum of £30:

Provided that this paragraph shall not apply to an unmarried member moving into furnished accommodation for which the rental arrangements include the supply of food.

(10) Where a transferred member to whom a cost of removal allowance is payable has before his transfer travelled to the new station for the purpose of seeking accommodattion he shall be entitled to—

(*a*) travelling allowances for one return journey; and

(*b*) subsistence allowance for the period of absence from his station or home, whichever is the less, not exceeding the amount payable for a continuous period of absence of 36 hours.

(11) If accompanied by his wife he shall be entitled to travelling allowances for her at the class of travel appropriate to his rank and to subsistence allowance for her at half the amount to which he is entitled for himself.

(12) If the member's wife has made a journey as in paragraph (10) instead of the member or if she has made a corresponding journey after the date of transfer, either to seek accommodation or to inspect accommodation (not being officially-provided accommodation) which the member has already found the member shall, if he has not himself made a journey as in paragraph (10), be entitled to the same allowances for her as would be payable for himself under that paragraph, or if he has made such a journey unaccompanied by his wife and she has made a corresponding journey after the date of transfer the member shall be entitled to the same allowances for her as would be payable under paragraph (11) had she accompanied him on the journey he made.

(13) Where a transferred member to whom a cost of removal allowance is payable necessarily returns to his former accommodation to superintend the removal of his household he shall be entitled to travelling allowances and, if accommodation is not available to him at his old station, either in his former home or in the station itself, subsistence allowance for the necessary period of absence from his station, not exceeding the amount payable for a continuous period of absence of 36 hours.

(14) A member who on retirement is required to vacate officially-provided dwelling accommodation which he occupied by virtue of his official responsibilities at a station or other establishment shall be paid the necessary and reasonable cost of removing his household to his next residence if that residence is in Northern Ireland.

Provided that this paragraph shall not apply to a member who is removed from the Force or is required to resign or who has not vacated the officially-provided dwelling accommodation by the date he is required to do so.

(15) A journey for which a member is under this Article entitled to travelling allowance shall be a privilege journey and not one in connection with his duty.

(16) Paragraphs (9) to (14) shall also apply to a member transferred or retired on or after 1st January 1968.

GENERAL

11. A member claiming any allowance under this Order shall comply with such directions as may be given by the Ministry from time to time as to the time and manner of claiming and certification.

Dated this 30th day of April 1968.

Wm. Craig,
Minister of Home Affairs
for Northern Ireland

The Ministry of Finance hereby concurs in the foregoing Order.

Sealed with the Official Seal of the Ministry of Finance this 30th day of April 1968.

(L.S.)

James V. Morrison,
Assistant Secretary,
Ministry of Finance.

APPENDIX 1

Locomotion Allowance

Locomotion allowance shall be payable at the rate of £250 a year.

APPENDIX 2

Motor Mileage Allowance

1. Subject to paragraph 4, the rate of motor mileage allowance payable to a member entitled to locomotion allowance in respect of any journey (other than a privilege journey) the expense of which is not deemed to be covered by his locomotion allowance shall be 5d.

2. Subject to paragraph 4, the rate of motor mileage allowance payable in respect of any journey to a member who is authorised to use his private motor vehicle for that journey and the terms of whose policy of insurance have been approved by the Ministry as giving adequate comprehensive cover shall be determined by reference to the description and cylinder capacity of the vehicle and to the number of miles travelled on authorised use in the current mileage year, as set out in the following table:—

Description and cylinder capacity of the vehicle	*No. of miles travelled on authorised use in the current mileage year*	
	Up to 7,000	*Over 7,000*
	Rate	*Rate*
	d.	d.
Vehicle with 3 or 4 wheels and cylinder capacity of more than 500 c.c.	8¼	5
Vehicle with 3 or 4 wheels and cylinder capacity of from 151 to 500 c.c. ..	4¼	2½
Motor-cycle (including one with side-car attached) with cylinder capacity of more than 150 c.c.		
Vehicle with cylinder capacity of 150 c.c. or less	2½	2½

3. For the purposes of this Appendix the expression "mileage year" means a period of 12 months beginning on 1st October.

4. Where a member entitled to motor mileage allowance under paragraph 1 or 2 otherwise than in respect of the use of a solo motor-cycle carries one or more passengers in respect of whom motor mileage allowance or other travelling allowance would otherwise be payable from public funds he shall be paid supplementary motor mileage allowance at the rate of ½d. for each mile for which each such passenger is necessarily carried.

5. The rate of motor mileage allowance payable in respect of—

(*a*) any journey in connection with duty to a member who is permitted to use his private motor vehicle for that journey or who is so authorised but the terms of whose insurance have not been approved by the Ministry as giving adequate comprehensive cover;

(*b*) any privilege journey to a member who uses his private motor vehicle for the journey;

shall be 3¾d. or, if the cylinder capacity of the vehicle is 150 c.c. or less, 2½d. together with (provided that the vehicle is not a solo motor-cycle), if he carries one or more passengers in respect of whom motor mileage allowance or other travelling allowance would otherwise be payable from public funds, a supplementary motor mileage allowance at the rate of 1d. for each mile for which each such passenger is necessarily carried.

EXPLANATORY NOTE

(This note is not part of the Order but is intended to indicate its general purport.)

This Order replaces the previous Travelling and Removal Order and contains a number of new allowances. These are allowances payable in cases of removal on retirement or on transfer from one station to another. Locomotion allowance and motor mileage allowances are also detailed.