



Updated: 26 September 2016

## Travel

The Central Bank has a large number of travel obligations; both domestic, relating in the main to its regulatory mandate which requires on-site visits to regulated entities; and overseas, relating primarily to its membership of the Eurosystem and the European Supervisory Authorities as well as other international commitments. As members of various key committees and working groups of European bodies, staff members of the Central Bank are required to attend meetings on a very regular basis, including those at the European Central Bank (including Single Supervisory Mechanism), European Securities and Markets Authority, European Banking Authority, European Insurance and Occupational Pensions Authority and other organisations listed below:

### Flight tickets booked categorised by host organisation - 2016

Host Organisation	Qtr 1 No.	Qtr 2 No.	Total No.
European Central Bank	275	316	591
European Securities and Markets Authority	46	72	118
European Banking Authority	20	33	53
European Union	63	55	118
European Insurance and Occupational Pensions Authority	49	45	94
Other Organisations and Bodies	247	271	518
<b>Total</b>	<b>700</b>	<b>792</b>	<b>1,492</b>

Note - Analysis based on when the subsequent travel expense claim was settled – not when the flight was actually incurred. Accordingly, there will be some differences between this analysis and the costs published in the Central Bank Annual Report which is prepared on an accruals basis.

### Travel Costs

Consistent with overall public sector travel policies, staff of the Central Bank are able to recoup travel and accommodation expenses incurred while on official Central Bank business. They may normally claim for expenditure on accommodation, transport and other necessary related expenses within the terms of the Central Bank's Travel Policy.

For staff travelling on official business, guideline price ranges apply for hotel accommodation (€100 in Ireland, €200 in Europe, £175 in UK, \$300 in USA). There can be exceptions to this, for example when trade fairs are held in Frankfurt, the guide price may be insufficient. Additionally, it may be necessary to stay in the hotel where the conference or event is taking place, for example including circumstances where the other delegates are also staying in the same hotel.



Subsistence is paid to Bank employees to cover meals and incidental expenses. Where meals are received free of charge a reduced subsistence allowance is payable. Expenditure claimed as an allowable expense must be supported by a receipt or other evidence. The Bank does not pay for travel by spouses or partners. The Bank's subsistence and mileage rates are in line with Government circulars and Revenue guidance. For further details, see the following links.

Abroad - <http://circulars.gov.ie/pdf/circular/finance/2008/31.pdf>

Domestic - <http://circulars.gov.ie/pdf/circular/per/2015/05.pdf>

### Travel Costs – 2016

The Central Bank's travel costs are presented on a quarterly basis, as below.

Analysis of Travel Costs by Category	Qtr 1 €	Qtr 2 €	Total €
Flight Tickets	182,178	307,753	489,931
Accommodation	203,748	205,022	408,770
Subsistence	132,788	118,387	251,175
Taxis on Account	46,677	52,222	98,899
Taxis Not on Account*	34,716	35,857	70,573
Train	19,524	23,343	42,867
Mileage	4,145	4,450	8,595
Other**	10,445	14,350	24,795
<b>Total</b>	<b>634,222</b>	<b>761,383</b>	<b>1,395,605</b>

\*This is the cost of taxis reimbursed to staff via the Bank's expenses system, and generally relates to taxis taken overseas. The Bank's policy on domestic taxis is that the Bank's dedicated taxi provider should be used (Taxis on Account).

\*\*Other figure includes public transport costs, parking and flight change costs, etc. Negative figures generally indicate a deduction of notional costs or personal expenditure reimbursed to the Bank by the traveller.



### Breakdown of flight tickets booked by destination and quarter in 2016

Breakdown of flight tickets booked by destination, and quarter	Qtr 1 No.	Qtr 2 No.	Total No.
Domestic	-	-	-
United Kingdom	239	203	442
Europe	699	803	1,502
US & Canada	9	9	18
Rest of World	12	7	19
<b>Total</b>	<b>959</b>	<b>1,022</b>	<b>1,981</b>

Note - Analysis based on details from the Central Bank's travel desk, and is based on when flights are booked (not taken, or when the related travel expense claim is settled). Accordingly, there are some differences between this data and the data published covering travel by class (see below).

### Flights tickets by class taken per quarter in 2016

Flight Tickets by class taken per quarter in 2015	Qtr 1 No.	Qtr 2 No.	Total No.
Economy Class	950	1,006	1,956
Premium Economy Class	1	0	1
Business Class	8	16	24
<b>Total</b>	<b>959</b>	<b>1,022</b>	<b>1,981</b>

Note - Analysis provided by Bank's external travel agent based on when flights are booked.



## Travel Costs by Senior Staff in 2016

Senior Staff refers to members of the Central Bank's Senior Management Team.

Senior Staff Member	Qtr 1 €	Qtr 2 €	Total €
<b>Philip Lane</b>	<b>10,570</b>	<b>11,877</b>	<b>22,447</b>
Flights	5,944	4,214	10,158
Accommodation	3,422	4,730	8,153
Subsistence	829	1,180	2,009
Taxi*	323	423	746
Train	5	-	5
Other**	47	1,330	1,377
<b>Cyril Roux</b>	<b>7,811</b>	<b>14,590</b>	<b>22,400</b>
Flight Tickets	3,081	8,689	11,769
Accommodation	4,647	4,684	9,332
Subsistence	164	73	237
Taxi*	112	27	139
Other**	(193)	1,117	923
<b>Sharon Donnery</b>	<b>5,680</b>	<b>5,854</b>	<b>11,534</b>
Flights	1,936	2,145	4,081
Accommodation	2,306	3,205	5,511
Subsistence	1,022	401	1,423
Taxi*	338	103	441
Other**	78	-	78
<b>Gerry Quinn</b>	<b>-</b>	<b>789</b>	<b>789</b>
Flights	-	519	519
Accommodation	-	199	199
Subsistence	-	-	-
Taxi*	-	-	-
Other**	-	71	71
<b>Bernard Sheridan</b>	<b>2,271</b>	<b>1,549</b>	<b>3,820</b>
Flights	1,003	800	1,803
Accommodation	1,125	375	1,500
Subsistence	282	167	449
Mileage	-	72	72
Train	14	68	82
Other**	(152)	66	-86



<b>Derville Rowland</b>	<b>1,181</b>	<b>103</b>	<b>1,284</b>
Flight Tickets	284	103	387
Accommodation	199	-	199
Subsistence	371	-	371
Taxi*	327	-	327
<b>Gabriel Fagan</b>			
<b>Gabriel Fagan</b>	<b>4,056</b>	<b>3,302</b>	<b>7,358</b>
Flights	1,447	1,572	3,019
Accommodation	196	307	503
Subsistence	1,276	557	1,833
Taxi*	1,086	307	1,393
Train	57	45	102
Other**	(6)	514	508
<b>Gareth Murphy</b>			
<b>Gareth Murphy</b>	<b>3,639</b>	<b>3,694</b>	<b>7,334</b>
Flight Tickets	1,655	1,994	3,650
Accommodation	923	1,625	2,547
Subsistence	864	-	864
Taxi*	292	-	292
Train	18	-	18
Other**	(113)	75	-38
<b>Gerard Cross</b>			
<b>Gerard Cross</b>	<b>3,116</b>	<b>2,966</b>	<b>6,082</b>
Flight Tickets	1,296	671	1,967
Accommodation	421	71	492
Subsistence	309	45	354
Taxi*	33	13	45
Train	(68)	126	59
Other**	1,125	2,040	3,165
<b>Kevin Garland</b>			
<b>Kevin Garland</b>	<b>27</b>	<b>-</b>	<b>27</b>
Subsistence	120	-	120
Taxi*	85	-	85
Other**	(178)	-	(178)



<b>Liz Joyce</b>	<b>1,302</b>	<b>954</b>	<b>2,256</b>
Flights	612	252	864
Accommodation	318	611	929
Subsistence	162	-	162
Taxi*	98	-	98
Train	-	13	13
Other**	113	78	191
<b>Maurice McGuire</b>			
	<b>3,530</b>	<b>4,804</b>	<b>8,333</b>
Flight Tickets	1,273	2,701	3,974
Accommodation	1,475	1,441	2,916
Subsistence	803	566	1,369
Taxi*	241	240	481
Other**	(262)	(145)	(406)
<b>Paul Molumby</b>			
	<b>595</b>	<b>777</b>	<b>1,372</b>
Flight Tickets	248	60	308
Accommodation	170	403	573
Subsistence	110	256	365
Taxi*	63	-	63
Train	5	6	10
Mileage	-	49	49
Other**	-	4	4
<b>Sylvia Cronin</b>			
	<b>2,831</b>	<b>3,532</b>	<b>6,363</b>
Flight Tickets	1,245	2,083	3,328
Accommodation	833	805	1,638
Subsistence	342	256	598
Taxi*	333	298	632
Train	76	26	103
Other**	-	64	64
<b>Total</b>	<b>46,608</b>	<b>54,792</b>	<b>101,400</b>

\*This cost of taxis generally relates to taxis taken overseas. The Bank's policy on domestic taxis is that the Bank's dedicated taxi provider should be used.

\*\*Other figure includes public transport costs, parking and flight change costs, etc. Negative figures generally indicate a deduction of notional costs or personal expenditure reimbursed to the Bank by the traveller.