



Ministry of Defence

REM 15019/19455/WAE(LL) Allowances

30 October 2023

See Distribution

Directed Letter – Allowance Entitlements for Service Personnel (SP) in Established Long Term Relationships (LTR(E)) under Widening Accommodation Entitlement Limited Locations (WAE(LL)) Policy

References:

- A. 2023DIN01-107 - Widening Accommodation Entitlement Limited Locations (WAE(LL)).
- B. JSP 752.

1. **Audience:** LTR(E) SP assigned to a location in-scope for WAE(LL) and meeting the entitlement criteria to Service Family Accommodation as outlined in Ref A.
2. **Intent.** In addition to existing entitlement to allowances and expenses as outlined in Ref B, where SP in LTR(E) meet the entitlement for Service Family Accommodation as per Ref A, they will be entitled to allowances in support of their move on assignment as outlined in this DL.

3. **Definitions:**

- **Accompanied service.** At WAE(LL) sites Service Personnel (SP) in a recognised Long Term Relationship (LTR) will be deemed to be accompanied when they maintain a home with their registered long term partner and any dependent children, from which the SP travels daily to work at their normal duty station.
- **Child.** The definition of a child for SP in a registered LTR is contained in JSP 464 Vol 4 Part 1 Sect 3.
- **Close Family.** The close family of a SP and/or their registered long term partner includes those persons listed below which is in addition to those listed as Immediate Family (at JSP 752 paragraph **02.0124**):
 - Parent or step-parent.
 - Legal guardian.
 - Non-dependent child.
 - Grandchild/step-grandchild.
 - Grandparent.
 - Sibling, including half and step-sibling.
 - Person nominated as Emergency Contact.

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- **Family Home Long Term Relationship.** A family home for a SP in PStat Cat 2, 3, 4 or 5 but in a registered LTR is defined as the residence (which may be SFA/SSFA) in which they would normally reside with their family, except when unable to do so for Service reasons.
- **Immediate Family.** In the case of SP in a registered LTR at a WAE(LL) site, the immediate family will also include the SP's registered partner and any children registered concurrently.
- **Long Term Relationship.** Eligibility Policy for LTR can be found in JSP 464 Vol 1 Part 1 Chap 1 para 116-117.

4. **Qualifying locations:** Permanent assignments to:

- RNAS Yeovilton
- RMB Norton Manor
- Leuchars Station
- JHC FS Aldergrove
- Palace Barracks Holywood
- Thiepval Barracks Lisburn
- RAF Shawbury
- RAF Cosford

5. **Entitlement:** Eligible SP qualify for the following allowances:

- **Disturbance Expense (DE).** The SP is already entitled to DE and the rate is dictated by the type of accommodation being occupied, in this case SFA/SSFA.
- **Movement and Storage of Personal Effects (MSPE).** LTR(E) SP occupying SFA/SSFA is entitled to MSPE as if they were in PStat Cat 1 or 2.
- **Travel & Subsistence (T&S).** The SP is already entitled to T&S on relocation. In addition, the LTR(E) partner (and any dependent children) are entitled to T&S as immediate family members as per Ref B.
 - **Preliminary Visit to Arrange Substitute Services Family Accommodation (SSFA) at a WAE(LL) site.** A Service person who is required to occupy SSFA at a WAE(LL) site in the UK, because SFA is not available, may make one return journey to the new duty station with their registered partner and children (but not any other member of the immediate family) at public expense in order to arrange SSFA.
 - **Change of Permanent Assignment Station Within the UK for Personnel due to be Accommodated in Substitute Service Family Accommodation - Preliminary Viewing.** Service personnel who are assigned to a WAE(LL) site, when in receipt of an NAC, will be eligible for one night of NS for themselves and, if they are viewing SSFA, their accompanying immediate family members, to facilitate their preliminary viewing and selection of SSFA accommodation.
 - **Change of Permanent Assignment Station from Overseas to the UK for Personnel due to be Accommodated in Substitute Service Family Accommodation - Preliminary Viewing.** Service personnel who are assigned to a WAE(LL) site from overseas, when in receipt of an NAC, are eligible for

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subsistence for up to 4 nights for themselves only, to facilitate their preliminary viewing of SSFA prior to their relocation to the UK.

- **Immediate Family Travel Entitlements on Termination of Service.**
Immediate Service families accompanying their registered long term partner will have the same entitlements to travel on termination of their registered long term partner's service as the Service member of the family. The registered long term partner's entitlement is detailed in Ref B.
 - **Service Person and Registered Long Term Partner Owning Separate Cars.**
Where a Service person and registered long term partner each own a private motor vehicle, MMA may be paid in respect of both motor vehicles for assignment journeys to the WAE(LL) site. Mileage allowance will not be paid in respect of any private motor vehicle belonging to any other member of the household.
 - **Concessionary Travel for Families.** Concessionary Travel for Families (CTF) is provided to enable the immediate family of Service personnel to have the benefit of the support of the Service person's close family during extended periods of deployment by their registered long term partner as detailed in Ref B.
 - **Home to Duty Travel (HDT).** No policy change required – LTR(E) SP is residing in SFA at entitlement so this will be their RWA, and they will be entitled to HDT if eligibility met.
6. **Allowances out of scope:** This DL does not give entitlement to other allowances unless stated otherwise in Ref B.
7. **Commencement of eligibility:** Entitlement for SP assigned to a WAE(LL) site commences on the day the LTR(E) is registered.
8. **Cessation of eligibility:** When:
- DL is no longer valid, or
 - When the assignment order to a qualifying WAE(LL) site ends.
9. **Validity:** This DL is valid for assignments taking place from 1 Nov 23 – 10 Mar 24.

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