



YORLMC EXPENSES POLICY – 01 APRIL 2018 – 31 MARCH 2019

Attendance at scheduled Meetings (up to 4 hours)

GP Members - £259.60

Attendance at scheduled Meetings (up to 2 hours)

GP Members - £129.80

Attendance at ad hoc/short-notice meetings (less than 28 days notice)

GP Members and GPs approved as representing YORLMC - £98.12 per hour
(time taken for preparation and report writing may also be claimed)

Practice Managers approved as representing YORLMC at meetings

£49.06 per hour

Travel

The following mileage rates will be paid for return journeys from the claimant's place of work to the meeting venue

Type of vehicle	First 10,000 miles	Above 10,000 miles
Cars and vans	45p	25p
Motorcycles	24p	24p
Bikes	20p	20p

Other Expenses incurred by GP Members, GPs and PMs approved as representing YORLMC and Support Staff

Other expenses pre-approved by the Corporate Affairs Team, incurred as a result of undertaking the duties of representing or working for YORLMC will be reimbursed on production of a claim with supporting receipts – eg conference/seminar fees, rail travel, hotel and subsistence

All payments will be made via YORLMC's payroll system - Tax and NI will be deducted where applicable.

Date	Author	Document History
April 2013	Corporate Affairs Team, YORLMC Ltd	Document agreed by YORLMC Board
April 2014		Updated to reflect 14/15 rates Reviewed and agreed by YORLMC Board
April 2015		Updated to reflect 15/16 rates Reviewed and agreed by YORLMC Board
April 2016 Aug 2016		Updated to reflect 16/17 rates Updated to include travel by bicycle and motorcycle Reviewed and agreed by YORLMC Board
April 2017		Updated to reflect 17/18 rates
March 2018		Updated to clarify meeting and ad-hoc/short notice rates
April 2018		Updated to reflect 18/19 rates

YOR Local Medical Committee Limited (YORLMC Ltd)

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Registered as a Company limited by Guarantee. Registered in England No. 6349731.

Chief Executive: Dr Douglas Moederle-Lumb

Honorary President: Dr John Givans

		Reviewed and agreed by YORLMC Board
April 2019		Date of next review