

# **The Upper & Lower Medway Internal Drainage Board's**

## **Members Expenses Policy**

It is the policy of Both the Upper & Lower Medway IDB's to compensate Members for their time when carrying out additional work that is regarded as exceptional and does not fall into work that would be deemed as their role on a Committee.

It will be up to the relevant Member to claim this themselves by submitting an expenses form to the Office Manager who will then arrange for the invoice to be approved by at least two independent members of the Finance Committee.

Expenses for mileage will be paid at 45p per mile.  
Expenses for Members time will be paid at £25 per hour.  
Any other expenses will require a receipt, e.g. train tickets.

Expenses for Members time will be reimbursed via Payroll.  
All other expenses can be reimbursed directly to Members.