

CUMBRIA POLICE AND CRIME PANEL – MEMBERS’ ALLOWANCES

(A) Travel Allowances

Panel members shall be entitled to claim the current HM Revenue and Customs mileage rate (currently 45p per mile for the first 10,000 miles) for use of their own car for any duty approved by the Panel. A fuel VAT receipt must be submitted where mileage is claimed

The above mentioned rate may be increased by a sum of 5.0p per mile for each passenger up to a maximum of four passengers, to whom a travelling allowance would otherwise be payable.

Panel members shall be entitled to claim 14.5p per mile for use of their own motor cycle for any duty approved by the Panel.

(B) Subsistence Allowances

Panel members shall be entitled to claim the following subsistence allowances for any duty approved by the Panel.

Overnight Allowance

For absence overnight from the usual place of residence for a continuous period of twenty four hours the maximum sums which may be claimed for accommodation and the cost of meals on production of receipts for payment are as follows. Members may not claim the cost of alcoholic drinks.

London £140
Otherwise £120

The actual cost of main meals taken on a train (i.e. breakfast, lunch or dinner) while travelling to or from an approved duty **outside the County** will be reimbursed on production of a receipt within the limits specified below. Such allowances will not be paid, however, where refreshments are included in the cost of a rail ticket.

- (a) £6.10 for breakfast for an absence of more than 4 hours before 11.00 am.

- (b) £8.20 for lunch for an absence of more than 4 hours before 12 Noon and after 2.00 pm.
- (c) £10.20 for dinner for an absence of more than 4 hours ending after 7.00 p.m.

(C) Submission of Claims

Claims under this scheme for the payment of travel and subsistence allowances shall be submitted monthly on a form prescribed for the purpose to the Assistant Director – Legal and Democratic Services by no later than the third day of the following month.

(D) Approved Duties for the Purposes of the Payment of Travelling and Subsistence Allowances

1. Attendance by members at meetings of:
 - the Police and Crime Panel;
 - Committees, Sub-Committees and Working Groups established by the Police and Crime Panel of which the member is a member or is invited to attend
 - formal or informal presentations about matters related to the functions and work of the Panel where the holding of, or attendance at, such meetings has been authorised by the Panel or a Committee of the Panel, or, in cases of urgency, by the Assistant Director – Legal and Democratic Services after consultation with the Chair of the Panel.
2. Attendance at meetings with representatives of other Panels, local authorities, Government Departments and other bodies/organisations, where the holding of, or attendance at, such meetings has been authorised by the Panel or a Committee of the Panel, or, in cases of urgency, by the Assistant Director – Legal and Democratic Services after consultation with the Chair of the Panel.
3. Attendance at public meetings, where the holding of such meetings has been authorised by the Panel or a Committee of the Panel, or, in cases of urgency, by the Assistant Director – Legal and Democratic Services after consultation with the Chair of the Panel.

4. Attendance at meetings to discuss the agenda for Panel meetings or whose purpose is to brief members about the work of the Panel.
5. Attendance at conferences or training events where such attendance has been approved in advance by:
 - the Panel; or
 - in cases of urgency, the Assistant Director – Legal and Democratic Services after consultation with the Chair of the Panel.

