

## GENERAL OSTEOPATHIC COUNCIL

### Remuneration Policy for Fitness to Practise Panellists

Daily Attendance Fee = £306 per day, effective from 13 July 2010.

The Remuneration Committee reviews these fees, along with expenses, on an annual basis and makes recommendations to the Council on remuneration of non-executive members.

A standard system for the payment of allowances has been implemented via the GOsC Payroll. Expenses will be reimbursed by cheque after each claim.

The following expenses will be paid if supported by an appropriate receipt (except tube travel). If no receipt is available, agreement with the Executive is required before a claim is made:

Subsistence for journeys over 2 hours	£15
Subsistence for evening meal	£30
	Additional costs are not refundable
Overnight accommodation and breakfast where a member's return journey exceeds 6 hours (if not booked through the GOsC)*	London – up to a maximum of £150 Outside London – up to a maximum of £120.
	Members cannot claim for expenditure in excess of this allowance.
Allowance for staying with friends/family	£30 per night
Airfares* (Unless cheaper than rail travel, airfares will not be paid for travel within England and Wales, unless previously agreed with the Executive). Members residing in Northern Ireland and Scotland may travel by air if they chose.	For travel abroad under 4 hours economy class; over 4 hours enhanced class.
Rail fares *	Members may travel first class if they so wish but they are required to provide a full justification for claiming first class rail travel and should be guided to buy tickets as far in advance as possible to achieve saving.
Motor mileage (where appropriate)	40p per mile
Tube, coach and bus fares	Reimbursed as incurred. For journeys around London, this should be the preferred travelling option. Route planners, from each major train station, are available from the Facilities team.

Taxi Fares	Reimbursed to a limit of £30 where a taxi journey is considered quicker or more economical than using public transport. Members are asked to consider whether a taxi is absolutely necessary and whether it is the most efficient means of transport. Taxi fares for local journeys, i.e. those within a 10-15 minute walk from Osteopathy House (London Bridge and Tower Hill) will not be paid unless agreement has been reached with the budget holder.
Bicycles and Scooters	To encourage more environmentally friendly means of travel, the GOsC will pay:  20p per mile bicycle travel allowance 30p per mile scooter travel allowance
Other Travelling Expenses	Expenses incurred in respect of tolls, parking and ferries may be claimed
Carers' Allowance	Costs incurred in the performance of Council members' duties for childcare and elder care will be reimbursed in full against receipts
Reading Allowance for members of the Investigating Committee only	£75 per meeting, to be claimed at the panellists' discretion

**Payment of attendance fees and expenses where, at short notice, panellists' attendance is no longer required**

Payment is not made automatically in the event that panellists' attendance is no longer required at short notice but FtP panellists are entitled to claim in the following circumstances:

- a. Where notice of cancellation is given seven days or fewer before a hearing, with the seven day interval to include weekends, panellists are entitled to claim attendance fees for each scheduled day of the meeting or hearing.
- b. Where a case concludes in fewer than the scheduled number of days, panellists may continue to receive payment for all days booked for a hearing.
- c. Where expenses incurred by panel members before the cancellation of a hearing cannot be recovered by the panel member.

**Members are responsible for their own tax arrangements and it is recommended that they seek guidance from a financial advisor where appropriate.**

### **Additional Information**

Travel from Osteopathy House to other business (non-Council) should be paid by destination organisation or at least be shared. Please make these arrangements prior to travel. The GOsC reserves the right to add an administrative charge if it needs to reclaim from an alternative organisation.

### **Annual Review of the GOsC Remuneration Policy**

Levels of remuneration will be reviewed annually by the Remuneration Committee.

### **\*Overnight Accommodation, Train and Air Travel**

The Council has set up accounts with Travel Inn (who have a hotel across the road from Osteopathy House); a travel agent for those who need to fly to meetings and an account with a train company, for train travel – details will be provided.