

Reimbursement of Expenses

Positions on the Board are voluntary but reasonable expenses can be reimbursed. The expenses claim form can be obtained from the HWH Manager.

- Mileage is paid at the standard rate of 45p per mile.
- Public transport costs are reimbursed on production of a ticket.
- Taxis will only be reimbursed in exceptional circumstances and where other forms of transport are not available. Use of taxis must be authorised by the HWH Manager in advance.
- All claims are assessed individually by the HWH Manager as operational budget holder, whose decision is final.
- All Advisory Board members will be issued with a reimbursement of expenses form when elected or appointed.