

Caedmon College Whitby Policy Document: Governor Expenses/Allowances

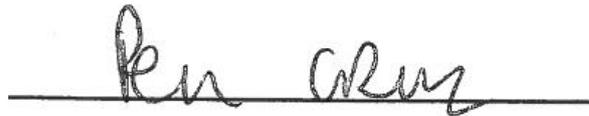
Governor Expenses

College Governance Status

This policy was re-issued in June 2014 and formally adopted by the Governing Body on 26 June 2014. It will be reviewed every three years.

Review dates	By Whom	Approval date
May 2017	Staff and Governors	5 June 2017
May 2020	Staff and Governors	

Signed by the Chair:



Policy for Governor Expenses/Allowances

Governors play a vital role in the strategic management of the College and Governing Bodies may pay actual expenses to their Governors (and any non-governor members of Governing Body Committees) under The Education (Governors' Allowances) Regulations 1999, if the Governing Body has approved a "scheme" (policy), and if the expenses have been necessary for the performance of the member's duties as a Governor.

Allowances may be made for travel expenses to attend training events and to attend meetings called by the Local Authority. (No claims for overnight accommodation should be presented.) The College will pay for any necessary training courses for Governors to fulfil their role. Essential Governor correspondence and communications should be processed through the College to avoid postage and stationery expenses for individual Governors.

It is for the Governing Body to set out what allowances can be paid under the scheme in the light of the College's needs. However, attendance allowance and loss of earnings cannot be paid, and any reimbursements should be limited to the actual costs incurred.

The scheme will apply equally to all members of the Governing Body, including any additional Governors appointed by the Local Authority (but not to any additional Governors specifically appointed by the Secretary of State). Individual Governors are not required to claim if they do not wish to.

As expenditure for Governors' allowances is currently a claim on the College's delegated budget, it is important for the Governing Body to take account of other competing priorities when deciding whether to introduce a scheme for the payment of allowances to Governors. Normal financial accounting processes, including auditing, will apply to any payments under this scheme as appropriate to any other expenditure made by schools.