



Morgannwg
Local Dental Committee

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**Policy on Claiming
Expenses when
Representing LDC**

April 2022

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Policy on Reimbursement for Meetings and other Expenses

General

Morgannwg LDC represents the GPs who are contracted to provide General and Specialist Primary Dental Services on behalf of Swansea Bay University Health Board (SBUHB). It represents both Providers (Practice Owners) and Performers (Associates and Assistants) who pay the Statutory Levy to the LDC.

LDC members and officials who represent the LDC in meetings with the HB and other official bodies generally must take time off from their workplace and deserve to be recompensed for that time. Other administrative tasks also need to be paid for.

Payments are based on the British Dental Association (BDA) rates, the British Dental Guild (BDG) rates published on the BDA website. The rates are meant to cover both income and expenses in practice.

The Secretary is currently a retired dentist and is reimbursed differently for the time he spends on LDC work, since he is not involved in practice and therefore does not incur any practice expenses. The Secretary is paid at an hourly rate which is calculated with reference to the BDG rate.

Reimbursement Rates for Practising Dentists

These rates are based on the BDG rates, adapted for use by Morgannwg LDC. A sessional fee (for 3.5 hours) of £311.50 will be paid, with a daily maximum of £623.00 when on official LDC business. For shorter meetings claimants should record the minutes spent in preparation for the meeting, at the meeting and report writing following the meeting, and this time will be reimbursed at £89.00 per hour. Other administrative tasks will similarly be reimbursed at the rate of £89.00 per hour. Attendance at normal LDC meetings will not be reimbursed.

Travelling expenses will be paid at Standard Class Rail Fare or at 45p per mile (each passenger carried will be at an additional rate of 5p per mile). Parking will be paid at the rate paid on production of a receipt.

Other expenses incurred on behalf of the LDC will be reimbursed on production of a receipt.

Payment to the current Secretary

The current Secretary is a retired dentist. The LDC agreed at a meeting in early 2018 that the Secretary should be paid at £40.00 per hour on presentation of detailed time spent on LDC business (meetings, administration, etc.) to the Treasurer. Attendance at normal LDC meetings will not be reimbursed.

Travelling expenses will be paid at 2nd Class Rail Fare or at 45p per mile (each passenger carried will be at an additional rate of 5p per mile). Parking will be paid at the rate paid on production of a receipt.

Other expenses incurred on behalf of the LDC will be reimbursed on production of a receipt.

This Policy will be reviewed Annually

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