

<b>BOARD</b>	<b>Meeting attendance and payment policy</b>
<b>Responsibility of</b>	<b>All Members of the Board</b>
<b>Objectives</b>	To ensure that members of the Board receive appropriate financial consideration for their time serving the Board.
<b>Board Fees and Allowances</b>	<p><b><u>Base Allowance to be paid in monthly instalments:</u></b> Chairman \$20,000; Deputy Chair, \$10,000; Board members \$5,000.</p> <p><b><u>Meeting fees to be paid monthly (for attendance at general meetings and any additional meetings, based on the guidelines below):</u></b> \$250 per meeting.</p> <p><b><u>Maximum Allowance (absolute amount payable per annum of the Base Allowance and Meeting fee to be paid):</u></b> Chairman \$25,000; Deputy Chair \$15,000; Board members \$10,000.</p> <p><b><u>Travel Allowance:</u></b> Use of Own Motor vehicle to attend meetings is to be paid as per the NSW Premier and Cabinet: Meal, Travelling and Other Allowances Policy.</p>
<b>Guidelines of payment and what constitutes a standard meeting and an additional meeting</b>	<p><b><u>General Meetings definition:</u></b></p> <ul style="list-style-type: none"> <li>• All monthly, public or special meetings of the Board which are minuted meetings of the Board and at which a quorum exists.</li> </ul> <p><b><u>Additional meetings definition:</u></b></p> <ul style="list-style-type: none"> <li>• All meetings of any sub-committee of the Board.</li> <li>• Any meeting that the Board or the Board Chair has directed a member or members of the Board to attend.</li> <li>• Any meeting that the Board Chair attends on behalf of the Board.</li> <li>• Any meeting of a committee or organisation of which the Board is a member.</li> <li>• Representing the Board at industry function to which the Board has been formally invited.</li> </ul> <p>Time taken to travel to attend a meeting is not considered as an additional meeting and no fee is paid for this time.</p> <p><b><u>Meeting fees and allowances</u></b> are <b><u>only to be paid</u></b> in the same transaction as the Base allowance is paid <b><u>and only</u></b> after such attendance at any additional meetings has been verbally reported by the participant(s) and their attendance recorded in the minutes at a Standard meeting.</p>
<b>Board Expectations</b>	<ul style="list-style-type: none"> <li>• That Members are paid in accordance with the policy.</li> </ul>
<b>Document Control</b>	<ul style="list-style-type: none"> <li>• Document Approved Oct 2019, Nov 2020</li> </ul>