

BOARD	Meeting attendance and payment policy
Responsibility of	All Members of the Board
Objectives	To ensure that members of the Board receive appropriate financial consideration for their time serving the Board.
Board Fees and Allowances	<p><u>Base Allowance to be paid in monthly instalments:</u> Chairman \$20,000; Deputy Chair, \$10,000; Board members \$5,000.</p> <p><u>Meeting fees to be paid monthly (for attendance at general meetings and any additional meetings, based on the guidelines below):</u> \$250 per meeting.</p> <p><u>Maximum Allowance (absolute amount payable per annum of the Base Allowance and Meeting fee to be paid):</u> Chairman \$25,000; Deputy Chair \$15,000; Board members \$10,000.</p> <p><u>Travel Allowance:</u> 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>
Guidelines of payment and what constitutes a standard meeting and an additional meeting	<p><u>General Meetings definition:</u></p> <ul style="list-style-type: none"> • All monthly, public or special meetings of the Board which are minuted meetings of the Board and at which a quorum exists. <p><u>Additional meetings definition:</u></p> <ul style="list-style-type: none"> • All meetings of any sub-committee of the Board. • Any meeting that the Board or the Board Chair has directed a member or members of the Board to attend. • Any meeting that the Board Chair attends on behalf of the Board. • Any meeting of a committee or organisation of which the Board is a member. • Representing the Board at industry function to which the Board has been formally invited. <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><u>Meeting fees and allowances</u> are <u>only to be paid</u> in the same transaction as the Base allowance is paid <u>and only</u> 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>
Board Expectations	<ul style="list-style-type: none"> • That Members are paid in accordance with the policy.
Document Control	<ul style="list-style-type: none"> • Document Approved Oct 2019, Nov 2020, Oct 2021