

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Environment portfolio

Question No: 248
Hearing: Supplementary Budget Estimates
Outcome: Corporate
Programme: Corporate Strategies Division
Topic: PORTFOLIO WIDE - BOARDS
Hansard Page: N/A
Question Date: 29 October 2014
Question Type: Written

Senator Ludwig asked:

Since Budget Estimates in June, 2014 for each board in the portfolio or agencies:

- a. how often has each board met, break down by board name;
- b. what travel expenses have been incurred;
- c. what has been the average attendance at board meetings;
- d. List each member's attendance at meetings;
- e. how does the board deal with conflict of interest;
- f. what conflicts of interest have been registered;
- g. what remuneration has been provided to board members;
- h. how does the board dismiss board members who do not meet attendance standards?
- i. have any requests been made to ministers to dismiss board members?
- j. please list board members who have attended less than 51% of meetings
- k. what have been the catering costs for the board meetings held during this period?

Please break down the cost list.

Answer:

a-k) Please see Attachment A.

Responses to Question on Notice 248 – Portfolio wide: Boards

For the period 1 May to 30 September 2014.

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
Alligator Rivers Region Technical Committee	1	Independent Scientific Members (including the Chair) and the Environment NGO stakeholder member are paid travel allowances (travel, accommodation, Travel allowance) as per Remuneration Tribunal Determination on Remuneration and Allowances for Holders of Part-time Public Office (Tier 2) Travel costs of stakeholder members are covered by their own organisation.	83%	Present: Simon Barry Jane Coram (via skype) Andrew Johnson David Mulligan Paul Boon Jenny Stauber Supervising Scientist NT Dept Resources Northern Land Council Parks Australia Environment NGOs Absent: Uranium Equities Ltd	Members sign Terms of Engagement which require them to disclose any perceived/actual conflict of interest at each meeting and to act in accordance with any directions from the Chairperson.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified. Other stakeholder members are not remunerated.	The Chair would write to the Minister for the Environment requesting the member's appointment be terminated.	No	Andrew Johnston	\$2,300 for 2 days of lunches, morning and afternoon teas for 30 people GST inclusive
Alligator Rivers Region Advisory Committee	1	Nil	100% (all member organisations with current member or deputy, have been represented)	Present: Charles Webb Nicole Hinton Peter Waggitt Xavier Shobben Russell Robinson Tim Eckersley Lauren Mellor Justin O'Brien Melanie Impey Adam Thompson Richard McAllister Absent: Bill Freeland Joe Potter Damien Ewington Todd Simms Greg McDonald	All members complete a Conflict of Interest form upon joining. These conflicts are noted by the Secretary and information passed to the Chair as required. Members also declare interests prior to or during the meeting as appropriate.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Chair would liaise with the Department and the Minister for the Environment and a ministerial decision would be made.	No	Nil	\$834 for lunch for 25 people GST inclusive

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				Scott Perkins Gillian Jan Sally Barnes Anna Morgan							
Antarctic Science Advisory Committee	0	N/A	N/A	N/A	All members complete a Conflict of Interest form upon joining. These conflicts are noted by the Secretary and information passed on to the Chair as required. Members also declare interests prior to or during the meeting as required.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Chair would liaise with the Department and the Minister for the Environment if this occurred and a ministerial decision would be made.	No	Nil	\$0
Australian Antarctic Names and Medals Committee	0	N/A	N/A	N/A	All members complete a Conflict of Interest form upon joining. These conflicts are noted by the Secretary and information passed on to the Chair as required. Members also declare interests prior to or during the meeting as required.	Nil	Nil	The Chair would liaise with the Department and the Minister if this occurred and a Ministerial decision would be made.	No	Nil	\$0
Australian Biological Resources Study Advisory Committee	0	N/A	N/A	N/A	The Committee has a formal Protocol for dealing with conflicts of interest relating to Committee business, including the assessment of grant applications.	Heather Campbell as a member of the Earthwatch Board. Sue Meek as a Director of Bio Platforms Australia and as part of the Scientific Review Committee for the Great Barrier Reef Foundation. John Hooper as Chair of the Atlas of Living Australia Management Committee.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	If a member does not attend four consecutive meetings in any one term, the Chair and the Executive Officer may recommend to the Minister to end a member's tenure.	No	Nil	\$0

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Australian Heritage Council	2	May meeting: \$9,666.70 August meeting: \$9,056.59 GST inclusive	85%	Present at May meeting: Professor Carmen Lawrence Associate Professor Peter Valentine Dr Jennifer Whinam Dr Jacqueline Huggins Ms Helen Lardner Ms Catherine Clark Absent at May meeting: Dr John (Jak) Ah Kit Preset at August meeting: Professor Carmen Lawrence Associate Professor Peter Valentine Dr Jennifer Whinam Dr Jacqueline Huggins Ms Helen Lardner Absent at August meeting: Dr John (Jak) Ah Kit Note: Ms Catherine Clark resigned before the second meeting	Members are to declare interests prior to or during the meeting as required to the Chair. It is noted formally at the meeting, the issue is discussed, and appropriate action is taken. On determination of a conflict of interest that member may either be asked to leave the room while that item of business is discussed or not partake in discussions or voting on that item of business.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table A).	Under Section 13 of the <i>Australian Heritage Council Act 2003</i> , the Minister may terminate a member's appointment.	No	Dr John (Jak) Ah Kit	The total cost of catering for the period was \$1061.50. The breakdown per meeting is: May meeting: \$442.00 August meeting: \$619.50 GST inclusive
Australia-Netherlands Committee on Old Dutch Shipwrecks	0	N/A	N/A	N/A	The issues considered by the Committee are of an archaeological nature and do not lend themselves to conflicts of interest.	Nil	Nil	The Chair of the Committee may write to the Minister to end a member's tenure and to appoint a new member as required. Termination of appointments would be at the discretion of the Minister.	No	Nil	\$0

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Booderee National Park Board of Management	1	Travel allowance in accordance with Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders (Tier 2).	64%	<p>Present: Beverley Ardler Craig Ardler Annette Brown Leon Brown Tony Carter Sheryl Klaffer Sally Barnes</p> <p>Absent: Joe Brown McLeod Julie Freeman Wendy Hills Capt Stephen Hussey</p>	Members identify any possible conflict prior to the matter being addressed. If necessary the member will remove themselves from the meeting while the matter is addressed.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	Members may be dismissed by the Minister if they fail to attend three consecutive meetings without leave.	No	Joe Brown McLeod Julie Freeman Wendy Hills Capt Stephen Hussey	Average catering cost per day for a board meeting is \$200.00 GST inclusive
Clean Energy Regulator	4	<p>Travel allowance in accordance with Determination 2013/16: Official Travel by Office Holders (Tier 1).</p> <p>Travel expenses totalled \$4,652.77</p> <p>GST inclusive</p>	95%	<p>Present at 2 June meeting: Chloe Munro Michael D'Ascenzo Michael Sargent Virginia Malley Anne Brown</p> <p>Present at 23 June meeting: Chloe Munro Michael D'Ascenzo Michael Sargent Virginia Malley Anne Brown</p> <p>Present at 5 August meeting: Chloe Munro Michael D'Ascenzo Michael Sargent Virginia Malley Anne Brown</p> <p>Present at 2 September meeting: Chloe Munro Michael D'Ascenzo Virginia Malley Anne Brown</p> <p>Absent from 2 September meeting: Michael Sargent</p>	Sections 22 and 23 of the <i>Clean Energy Regulator Act 2011</i> set out the process for disclosure of interest and the resolution of any conflict of interest.	Nil	<p>Chair: As per Remuneration Tribunal Determination 2014/12: Remuneration and Allowances for Holders of Full-time Public Office (Table 2A).</p> <p>Members: As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table D).</p>	Section 27 of the <i>Clean Energy Regulator Act 2011</i> outlines the Minister's ability to terminate the appointment of a Member if the Member is absent, except on leave, from three consecutive meetings of the Regulator.	No	Nil	<p>The total cost of catering for the period was \$1,229.40</p> <p>The breakdown per meeting is:</p> <p>2 June 2014 \$329.00</p> <p>23 June 2014 \$329.00</p> <p>5 August 2014 \$242.40</p> <p>2 September 2014 \$329.00</p> <p>GST inclusive</p>

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Climate Change Authority	2	Nil	75%	<p>Present at 5 August meeting: Mr Bernie Fraser Professor David Karoly Professor John Quiggin</p> <p>Present at 9 September meeting: Mr Bernie Fraser Professor David Karoly Professor John Quiggin Professor Clive Hamilton Dr Rob Porteous (deputising for the Chief Scientist)</p>	At each Authority meeting, the Chair asks whether there are any conflicts of interest to be reported.	This information is retained within the Portfolio.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table D).	The Minister may terminate the appointment of an Authority member (on the basis of not meeting attendance standards) if they are absent, except on leave of absence, from three consecutive meetings of the Authority. Guidance for termination of appointment are specified at section 31 of the <i>Climate Change Authority Act 2011</i> .	No	Nil	\$0
Commonwealth Marine Reserves Review – Expert Scientific Panel	0	N/A	N/A	N/A	All Panel members provided private interest declarations prior to being appointed to the panels. During the Review, procedures are in place to capture and manage any Panel Member's actual, perceived or potential conflicts of interest.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister can terminate Panel appointments. Grounds for termination would include non compliance with the terms and conditions of their appointment. Terms and conditions include attendance at meetings.	No	Nil	\$0
Commonwealth Marine Reserves Review – North Bioregional Advisory Panel	0	N/A	N/A	N/A	All Panel members provided private interest declarations prior to being appointed to the panels. During the Review, procedures are in place to capture and manage any Panel Member's actual, perceived or potential conflicts of interest.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister can terminate panel appointments. Grounds for termination would include non compliance with terms and conditions of their appointment. Terms and conditions include attendance at meetings.	No	Nil	\$0

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Commonwealth Marine Reserves Review – North-west Bioregional Advisory Panel	0	N/A	N/A	N/A	All Panel members provided private interest declarations prior to being appointed to the panels. During the Review, procedures are in place to capture and manage any Panel Member's actual, perceived or potential conflicts of interest.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister can terminate panel appointments. Grounds for termination would include non compliance with terms and conditions of their appointment. Terms and conditions include attendance at meetings.	No	Nil	\$0
Commonwealth Marine Reserves Review – South-west Bioregional Advisory Panel	0	N/A	N/A	N/A	All Panel members provided private interest declarations prior to being appointed to the panels. During the Review, procedures are in place to capture and manage any Panel Member's actual, perceived or potential conflicts of interest.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister can terminate panel appointments. Grounds for termination would include non compliance with terms and conditions of their appointment. Terms and conditions include attendance at meetings.	No	Nil	\$0
Commonwealth Marine Reserves Review – Temperate East Bioregional Advisory Panel	0	N/A	N/A	N/A	All Panel members provided private interest declarations prior to being appointed to the panels. During the Review, procedures are in place to capture and manage any Panel Member's actual, perceived or potential conflicts of interest.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister can terminate panel appointments. Grounds for termination would include non compliance with terms and conditions of their appointment. Terms and conditions include attendance at meetings.	No	Nil	\$0
Commonwealth Marine Reserves Review – Coral Sea Bioregional Advisory Panel	0	N/A	N/A	N/A	All Panel members provided private interest declarations prior to being appointed to the panels. During the Review, procedures are in place to capture and manage any Panel Member's actual, perceived or potential conflicts of interest.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister can terminate panel appointments. Grounds for termination would include non compliance with terms and conditions of their appointment. Terms and conditions include	No	Nil	\$0

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								attendance at meeting.			
Domestic Offsets Integrity Committee (DOIC)	3	\$5,444.34 (flights and accommodation) GST inclusive	100%	<p>Present at May meeting: Associate Professor Andrew Macintosh (Chair) Dr Tony Press Rebecca Burdon Professor Lynette Abbott Dr Brian Keating Shayleen Thompson</p> <p>Present at May Teleconference Associate Professor Andrew Macintosh (Chair), Dr Tony Press Rebecca Burdon Professor Lynette Abbott Dr Brian Keating Shayleen Thompson</p> <p>Present at June meeting Associate Professor Andrew Macintosh (Chair) Dr Tony Press Rebecca Burdon Professor Lynette Abbott Dr Brian Keating Shayleen Thompson</p>	The DOIC maintains a Conflict of Interest Register and considers any new conflict of interest issues at the commencement of each meeting and prior to their consideration of any agenda items.	A number of conflicts of interest have been registered by DOIC members in relation to specific methodology proposals being considered by the DOIC. These members have absented themselves from discussion on these matters, and have not taken part in decision making for these items.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Office not specified. Members are also remunerated for meeting preparation time.	Under the <i>Carbon Credits (Carbon Farming Initiative) Act 2011</i> the Minister may terminate the appointment of any member who is absent at three consecutive meetings of the DOIC.	No	Nil	Total catering costs: \$818.24 GST inclusive

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Emissions Reduction Fund Expert Reference Group	0	N/A	N/A	N/A	The Group was convened to discuss and provide advice relating to the design of the Emissions Reduction Fund (ERF). The Group did not, and was not required to, make any decisions relating to the design of the ERF and therefore there was no need to manage conflicts of interests.	N/A	Nil	There is no established process in place, however the Chair of the Panel would liaise with the Department and the Minister if this occurred and a it is likely that a ministerial decision would be made, as the Minister appointed the panel.	No	Nil	\$0
Expert Panel for Major Coal Seam Gas Projects	0	N/A	N/A	N/A	All members complete a conflict of interest form upon joining. These conflicts are noted by the Secretary and information passed on to the Chair as required. Members also declare interests prior to or during the meeting as required. It is noted formally at the meeting, the issue is discussed, and appropriate action is taken. On determination of a conflict of interest that member may either be asked to leave the room while that item of business is discussed or not partake in discussions or voting on that item of business.	Nil	Dr Paul Greenfield: \$2200/day \$293/hour Professor Chris Moran: \$2200/day \$293/hour Ms Jane Coram: \$1722/day \$ 230/hour Dr Richard Cresswell: \$2175/day \$290/hour	The Chair of the Panel would liaise with the Department and the Minister if this occurred and a it is likely that a Ministerial decision would be made, as the Minister appointed the panel.	No	Nil	\$0
Expert Panel on a Declared Commercial Fishing Activity	3	Total travel expenses incurred were: \$18,238.46 GST inclusive	100%	Present at all meetings: Ms Mary Lack Associate Professor Simon Goldsworthy Professor Peter Harrison Dr Cathy Bulman	Under the Panel's Operating and Probity Protocols, conflict of interest is dealt with as follows: - If a Member believes they have a potential, perceived or actual conflict of interest in relation to any matter being considered by the Expert Panel, the Member must notify the Chair immediately and make full disclosure of all relevant facts and take such steps as required by the Chair (or the Minister) to resolve the conflict of interest. - Upon notification, the Chair, in consultation with the Secretariat, must (in accordance with the	One member noted a perceived potential conflict of interest regarding being asked to work on a related external project. That external project did not proceed.	Chair: \$976 per diem Members: \$654 per diem	Termination of appointments would be at the discretion of the Minister.	No	Nil	The total cost for catering was \$2,108.00 Meeting 8 \$1,815.00 Meeting 9 \$198.00 Meeting 10 \$95.00 GST inclusive

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					<p>Probity Framework) determine what steps are reasonably required to resolve or otherwise manage the conflict - The Secretariat will maintain a Conflict of Interest Register.</p> <p>Conflicts of interest are a standing item on the agenda for each Expert Panel meeting.</p>						
Second Expert Panel on a Declared Commercial Fishing Activity	0	N/A	N/A	N/A	<p>Under the Panel's draft Operating and Probity Protocols, conflict of interest is dealt with as follows: - if a Member believes they have a potential, perceived or actual conflict of interest in relation to any matter being considered by the Expert Panel, the Member must notify the Chair immediately and make full disclosure of all relevant facts and take such steps as required by the Chair (or the Minister) to resolve the conflict of interest - upon notification, the Chair, in consultation with the Secretariat, must (in accordance with the Probity Framework) determine what steps are reasonably required to resolve or otherwise manage the conflict - the Secretariat will maintain a Conflict of Interest Register.</p> <p>Conflicts of interest are a standing item on the agenda for each Expert Panel meeting.</p>	Nil	<p>Chair: \$1000 per diem</p> <p>Members: \$670 per diem</p> <p>GST inclusive</p>	The Chair of the Panel would liaise with the Department and the Minister if this occurred and it is likely that a Ministerial decision would be made, as the Minister appointed the panel.	No	N/A	\$0
Fuel Standards Consultative Committee	0	N/A	N/A	N/A	<p>All members upon appointment must read and sign declarations of conflict of interest under Regulation 10 of the <i>Fuel Quality Standards Act 2000</i>.</p> <p>Members also declare interests prior to or during the meeting as required.</p>	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	As a part of the Fuel Quality Standards Regulations 2001 under Part 3 Regulation 12, the Minister for the Environment has a number of criteria to terminate the appointment of a member.	No	N/A	\$0

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Great Barrier Reef Marine Park Authority (GBRMPA)	3	As per Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders (Tier 2). Travel expenses are not provided to the member representing the Queensland Government.	80%	Present at all meetings: Margie McKenzie Melissa George Present at 2 meetings: Russell Reichelt Jon Grayson Tony Mooney	Members are to declare interests prior to or during the meeting. It is noted formally at the meeting and appropriate action is taken. On determination of a conflict of interest that member must not take part in any relevant deliberations or decisions of GBRMPA.	Shareholdings and positions with other committees, boards and organisations.	Chair: The Chair is a Full Time Employee of GBRMPA. Members: As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table A). The Queensland Government representative has nominated not to receive remuneration.	Under the <i>Great Barrier Reef Marine Park Act 1975</i> , the Governor-General may terminate the appointment of: - the Chairperson if absent from duty, except on leave of absence, for 14 consecutive days or 28 days in any 12 months - a member if absent from three consecutive meetings without permission from the Minister.	No	Nil	Total costs incurred: \$2337.00 Pre-meeting dinner \$313; morning tea at meeting \$66.50 Site visit lunchbox \$234; meet/greet stakeholder groups \$680 Pre-meeting dinner \$623.50; morning tea/lunch at meeting \$420 GST inclusive
Hazardous Waste Technical Group	0	N/A	N/A	N/A	Board members are required to declare conflicts of interest at each meeting. Where these occur, members are excluded from meeting proceedings for the relevant item.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified.	The Minister may terminate the appointment of a member of the Technical Group.	No	Nil	\$0

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Independent Expert Group for the Climate Adaptation Outlook Report	0	N/A	N/A	N/A	Members signed contracts indicating that no conflict exists or is likely to arise in the performance of their services. Where a conflict is identified or likely Members must notify the Department immediately; make full disclosure of all relevant information relating to the Conflict; and take steps the Department reasonably requires to resolve or otherwise deal with the Conflict.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office - Offices not specified. Several members elected not to seek payment for their services.	N/A	No	Nil	\$0
Independent Expert Panel for the Review of the <i>Water Act 2007</i>	6	As per Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders	100%	Present at all meetings: Mr Eamonn Moran Mr Gavin McMahon Mr Peter Anderson Dr Steve Morton	Panel members declare conflict of interests on appointment. Under the Terms of Engagement, the Panel also considers any conflicts at the start of each Panel meeting, Conflicts are minuted and appropriate action taken, including absenting a member from discussions or decision making, if needed.	One member is the Chief Executive Officer of the Central Irrigation Trust, Director of the Central Irrigation Trust Water Exchange, and Chair of the National Irrigators' Council. Another member is a Panel member conducting the Competition Policy Review.	The Chair receives a daily rate of \$826 Other Panel members receive \$621.	In accordance with the member's Terms of Engagement.	No	Nil	Total catering costs is: \$605.40 The breakdown per meeting is: 14 May \$93.60 18 June \$45.00 26 June \$40.00 25 July \$182.40 18-19 September \$244.40 GST inclusive

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Independent Expert Scientific Committee on Coal Seam Gas and Large Coal Mining Development (IESC)	5	As per Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders (Tier 1).	80%	<p>Present 13-14 May meeting: Lisa Corbyn Craig Simmons Jane Coram Jim McDonald Angela Arthington Andrew Johnson</p> <p>Absent 13-14 May meeting: Peter Flood</p> <p>Present 10-11 June meeting: Lisa Corbyn Craig Simmons Peter Flood Jim McDonald Angela Arthington Dayanthi Nugegoda</p> <p>Absent 10-11 June meeting: Jane Coram</p> <p>Present 15-16 July meeting: Lisa Corbyn Craig Simmons Peter Flood Jane Coram Jim McDonald Andrew Johnson</p> <p>Absent 15-16 July meeting: Angela Arthington Dayanthi Nugegoda</p> <p>Present 12-13 August meeting: Lisa Corbyn Craig Simmons Peter Flood Jane Coram Jim McDonald Angela Arthington Dayanthi Nugegoda Andrew Johnson</p>	<p>Interests are declared upon appointment and every six months. Interests are also declared at the commencement of each meeting (in recognition of the agenda) and reviewed by the Chair. If the Chair determines that a Conflict of Interest exists, a decision is then made by the Chair to:</p> <ul style="list-style-type: none"> - exclude the member from consideration/decision from the meeting or the particular agenda item; or - limit participation of the member to advice/discussion/consideration only. <p>Conflict of Interest, is assessed, with appropriate action determined, by the Assistant Secretary of the Office of Water Science, Department of the Environment.</p>	<p>A register is maintained by the IESC Secretariat.</p> <p>All potential Conflicts of Interest that are declared by members at each meeting are reported in the published formal minutes.</p>	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table C2).	The Minister for the Environment may dismiss members for failure to meet attendance standard <i>EPBC Act 1999</i> Division 3—Members and procedures of Committees, 509 Termination of appointments of Committee members.	No	Nil	<p>Total catering costs: \$17534.50</p> <p>The breakdown per meeting is:</p> <p>13-14 May \$2760</p> <p>10-11 June \$4094.50</p> <p>15-16 July \$2760</p> <p>12-13 August \$3960</p> <p>9-10 September \$3960</p> <p>GST inclusive</p>

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
				<p>Present 9-10 September meeting: Lisa Corbyn Craig Simmons Peter Flood Jane Coram Jim McDonald Angela Arthington Dayanthi Nugegoda</p> <p>Absent 9-10 September meeting: Andrew Johnson</p>							
Indigenous Advisory Committee (IAC)	0	<p>Whilst there have been no formal meetings during this period, the IAC Chair has travelled on behalf of the Committee during this period.</p> <p>Total cost is approximately \$2500.</p> <p>GST inclusive</p>	N/A	N/A	At each meeting members should declare any conflicts of interests, if any, as soon as practicable after the member becomes aware of any real or perceived conflict. This declaration shall be noted in the minutes and the member shall not, unless otherwise determined by the Chair, be present during any discussion with respect to that matter, or contribute to or influence, any advice the Committee may provide on that issue.	One member has declared he is the Director and CEO of APN Cape York which receives funding through the Biodiversity Fund and National Environmental Research Program and has subcontracted with the Wik Registered Native Title Bodies Corporate to provide support for World Heritage Consultation.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	The Minister may terminate the appointment of a member of the Committee if the member is absent, except on a leave of absence, from three consecutive meetings of the Committee of which the member has had notice.	No	N/A	\$0
Kakadu Board of Management	2	As per Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders (Tier 2).	89%	<p>Present at June meeting: Maria Lee Joshua Hunter Michael Bangalang Alfred Nayinggul Violet Lawson Jeffrey Lee Graham Kenyon (Deputy in attendance) Yvonne Margarula</p>	Members identify any possible conflict prior to the matter being addressed. If necessary the member will remove themselves from the meeting while the matter is addressed.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	Members may be dismissed by the Minister if they fail to attend three consecutive meetings without leave.	No	Jonathan Nadji Yvonne Margarula Alfred Nayinggul	<p>Average catering cost per day for a board meeting is \$600.00</p> <p>GST inclusive</p>

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
				(Deputy in attendance) Michael Douglas Rick Murray Anna Morgan Sally Barnes Tony Mayell. Absent from June meeting: Jonathan Nadji Present at September meeting: Maria Lee Michael Bangalang Violet Lawson Jeffrey Lee Graham Kenyon Michael Douglas Rick Murray Anna Morgan Sally Barnes Tony Mayell Jonathan Nadji (Deputy in attendance) Absent from September meeting: Yvonne Margarula Alfred Nayinggul							
Lake Eyre Basin Community Advisory Committee	0	N/A	N/A	N/A	The process for handling conflict of interest is identified in Section 9 of the Operating Protocols: 91. If a member of the Committee becomes aware of a conflict arising in exercising the functions of a member, the member must notify the Chair immediately and fully disclose all relevant information 92. Upon notification, the Chair shall determine what steps are required to resolve or deal with the conflict 93. If the Chair becomes aware of a conflict of interest arising in exercising their functions, the Chair must notify the Secretariat immediately 94. Upon notification, the	Nil	As per Remuneration Tribunal Determination 2014/08 for Part-time office holders – Offices not specified.	As stated in Clause 48 of the Operating Protocols: A member may be removed at any time by a decision of the Ministerial Forum. The reasons for the proposed removal must be fully revealed and the member must be given a full and fair opportunity to show cause why the removal should not take place. The member has no right of appeal against any removal carried out	Nil	N/A	\$0

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
					Secretariat shall determine what steps are required to resolve or deal with the conflict.			under this Clause.			
Lake Eyre Basin Scientific Advisory Committee	0	N/A	N/A	N/A	<p>The process for handling conflict of interest is identified in Section 8 of the Operating Protocols:</p> <p>8.1 If a member of the Committee becomes aware of a conflict arising in exercising the functions of a member, the member must notify the Chair immediately and fully disclose all relevant information</p> <p>8.2 Upon notification, the Chair shall determine what steps are required to resolve or deal with the conflict</p> <p>8.3 If the Chair becomes aware of a conflict of interest arising in exercising their functions, the Chair must notify the Secretariat immediately</p> <p>8.4 Upon notification, the Secretariat shall determine what steps are required to resolve or deal with the conflict.</p>	Nil	As per Remuneration Tribunal Determination 2014/08 for Part-time office holders – Offices not specified.	As stated in Clause 3.8 of the Operating Protocols: A member may be removed at any time by a decision of the Ministerial Forum. The reasons for the proposed removal must be fully revealed and the member must be given a full and fair opportunity to show cause why the removal should not take place. The member has no right of appeal against any removal carried out under this Clause.	Nil	N/A	\$0

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
Low Carbon Australia Limited (LCAL)	3		100%	Present at all meetings: Martija Wilder Anthony Coleman Don Matthews	Upon appointment, directors are to complete a Standing Interest Disclosure. The Board has also adopted a formal Board Charter, included in the Charter are a number of requirements in regards to Code of Conduct and Conflicts. If a conflict exists, any director to whom the conflict relates will abstain from being present while the matter is discussed by the Board and will not vote on the matter unless the Board (other than the conflicted director) resolves that the interest should not disqualify the director from voting or being present.	Nil	The Board Chair receives remuneration of \$55,910 pa plus superannuation of 9.25% for consideration of all Board, Chair and Committee services. Board members receive remuneration of \$25,000 pa plus superannuation of 9.25% for consideration of all Board and Committee services. This rate is determined by the Minister and has not increased during the ~5 years of the company's life.	The LCAL Constitution provides there is automatic vacation of office if members fail to attend two consecutive meetings without leave of absence by the Board (article 10.2). There is no discretion in the matter.	No	Nil	\$0
Murray-Darling Basin Authority (MDBA)	5	As per Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders (Tier 1).	100%	Present at all 5 meetings: Craig Knowles (Chair) Barry Hart Diana Gibbs Di Davidson George Warne Rhondda Dickson (Chief Executive) attended 3 out of 5 meetings and Russell James (A/g Chief Executive) attended the two other of the 5 meetings in place of Rhondda Dickson.	The MDBA deals with conflict of interest by: i. signing a Conflict of Interest statement upon their commencement ii. updating their Conflict of Interest statement as necessary, but at least every twelve months, and iii. declaring any Conflict of Interest at the beginning of each meeting.	One member advised of position held in a consulting firm.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table A).	Dismissal arrangements are covered under s187 of the <i>Water Act 2007</i> .	No	Nil	Total catering costs were \$2,609.18 Break down of cost list: 5 & 6 May \$808.00 3 June \$413.00 1 July \$488.18 5 August \$0 2 September \$900.00 GST Inclusive

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
National Landcare Advisory Committee	0	N/A	N/A	N/A	At each meeting members should declare any conflicts of interests, if any, as soon as practicable after the member becomes aware of any real or perceived conflict. This declaration shall be noted in the minutes and the member shall not, unless otherwise determined by the Chair, be present during any discussion with respect to that matter, or contribute to or influence, any advice the Committee may provide on that issue.	<p>Chairperson - WA Regional Development Trust and Commissioner - Agricultural Produce Commission.</p> <p>Links to the National Environmental Science Programme and the Indigenous Advisory Committee.</p> <p>CEO of Landcare Australia Ltd.</p> <p>CEO of a regional Body which receives funding from the National Land Programme.</p> <p>Employed by the Queensland Murray Darling Committee.</p> <p>Works for an industry organisation which has in the past been a recipient of Landcare funding, or has assisted industry and farming organisations to access Landcare funding</p>	No sitting fees are payable.	The Natural Heritage Ministerial Board may terminate a member's appointment to the Committee at any time by giving written notice in writing to the member.	No	N/A	\$0

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
						Employed by the Cotton Research & Development Corporation.					
National Water Commission	2	<p>5 June Airtfares \$6156.00 Accommodation \$1172.00 Taxis \$702.00 TOTAL \$8030.00</p> <p>26 September Airtfares \$8342.00 Accommodation \$866.00 Taxis \$789.00 TOTAL \$9997.00 GST inclusive</p>	100%	<p>Present at 5 June meeting: Ms Karlene Maywald Ms Leith Bouilly Dr Jane Doolan Mr Rob Freeman Dr Des Lord</p> <p>Present at 26 September meeting: Ms Karlene Maywald Ms Leith Bouilly Dr Jane Doolan Mr Rob Freeman Dr Des Lord</p>	The Commission has a conflict of interest protocol in place which states that a Commissioner must declare any direct or indirect pecuniary interests at the start of each formal meeting of the Commission. All declarations of interest and decisions made by Commissioners in relation to those declarations are recorded in the minutes of the meeting. Commissioners also complete an annual statement of interests, due to the Chief Executive Officer after the first formal meeting of the calendar year.	The Chair, the Hon Karlene Maywald, excused herself from Item 8 National Partnership Assessment of meeting 04/2014 for the South Australian discussion only.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table D).	The Governor-General may terminate the appointment of a part-time Commissioner if the Commissioner is absent, except on leave of absence, from three consecutive meetings of the Commission.	No	Nil	<p>Total catering costs: \$470.75</p> <p>The breakdown per meeting is:</p> <p>5 June 2014 \$248.00</p> <p>26 September \$222.75</p> <p>GST inclusive</p>
Oil Stewardship Advisory Council	0	N/A	N/A	N/A	Section 29 of the <i>Product Stewardship (Oil) Act 2000</i> outlines requirements for disclosure of interests.	One committee member has declared he is a recipient of Product Stewardship for Oil Program benefits as he is an oil recycler.	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	The Minister for the Environment may terminate the appointment of a member if the member is absent from three consecutive meetings.	No	N/A	\$0
Product Stewardship Advisory Group	0	N/A	N/A	N/A	Schedule 1 of the <i>Product Stewardship Act 2011</i> outlines requirements for declarations of interests. In summary, members are required to declare their interests to the Minister for the Environment and the group if the interests conflict or could conflict with the proper performance of the member's functions.	A number of conflicts of interest have been registered by members in relation to commissioned work, customer service connections, Membership of other boards, and independent industry consultation. These members	Chair: As per Remuneration Tribunal Determination: Remuneration and Allowances for Holders of Part-time Public Office. Members do not receive remuneration	The Minister for the Environment may terminate the appointment of a member if the member is absent from three consecutive meetings.	No	N/A	\$0

Board Name	a) How often has each Board met?	b) What travel expenses have been incurred?	c) What has been the average attendance at board meetings?	d) List each member's attendance at meetings	e) How does the board deal with conflict of interest?	f) What conflicts of interest have been registered?	g) What remuneration is provided to board members?	h) How does the board dismiss board members who do not meet attendance standards?	i) Have any requests been made to ministers to dismiss board members?	j) Please list board members who have attended less than 51% of meetings	k) What have catering costs been for the board meetings held during this period? Please break down the cost list
						have absented themselves from discussion and decision making on these matters.					
Sydney Harbour Federation Trust	2	Total travel expenses incurred were: \$2632.46 GST exclusive	94%	Present at June Meeting Ms Anthea Tinney Ms Elsie Heiss Mr Rohan Jeffs The Hon Leo McLeay Ms Paula Braxton-Smith Ms Sandra Hook Peter Lowry OAM Absent from June meeting: Clr Jean Hay Present at September Meeting Clr Jean Hay Ms Anthea Tinney Ms Elsie Heiss Mr Rohan Jeffs The Hon Leo McLeay Ms Paula Braxton-Smith Ms Sandra Hook Peter Lowry OAM	At the start of each meeting, Trustees declare their interest. This document is updated at each meeting. The Minister for the Environment may terminate a member's appointment if the member engages in paid employment that, in the Minister's opinion, conflicts or could conflict with the proper performance of the duties of his or her office; or the member fails, without reasonable excuse, to comply with Subdivision B of Division 4 of Part 3 of the <i>Commonwealth Authorities and Companies Act 1997</i> Section 20(2)(c) and (d) of <i>Sydney Harbour Federation Trust Act 2001</i> .	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table A).	The Minister may terminate a member's appointment if the member is absent, except on leave of absence, from three consecutive meetings of the Trust Section 20 (1)(b) of the <i>Sydney Harbour Federation Trust Act 2001</i> .	No	Nil	Total catering costs: \$360.37 The breakdown per meeting is: June meeting \$139.56 September Meeting \$220.81 GST exclusive
Threatened Species Scientific Committee	1	Total travel expenses incurred were: \$19,232 GST exclusive	80%	Present: Professor Helene Marsh Professor Peter Harrison Ms Judy Backhouse Dr Michelle Heupel Dr Sue McIntyre Professor Stuart Bunn Dr Sarah Legge Dr Andrea Taylor Absent: Professor David Keith Dr Bill Humphreys	As per Environment Protection and Biodiversity Conservation Regulation 15 Members are to declare interests prior to or during the meeting as required to the Chair. It is noted formally at the meeting, the issue is discussed, and appropriate action is taken. On determination of a conflict of interest that member may either be asked to leave the room while that item of business is discussed or not partake in discussions or voting on that item of business.	Members declared interests in relation to being a funding recipient, member of other Technical Advisory Committees or International groups, reviewer of Action Plans, affiliation with Specialist Working Group, and author of scientific	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	Termination of appointments covered by s509 of the <i>EPBC Act</i> .	No	Professor David Keith Dr Bill Humphreys	Total catering costs incurred: \$684.90 GST exclusive

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						papers.					
Uluru-Kata Tjuta Board of Management	1	Nil	85%	<p>Present: Stephen Clyne Sammy Wilson Kunbry PeiPei Judy Trigger Daisy Walkabout Harry Wilson Sally Barnes Grant Hunt</p> <p>Absent: John King Vincent Nipper</p>	Members identify any possible conflict prior to the matter being addressed. If necessary the member will remove themselves from the meeting while the matter is addressed.	Nil	As per Remuneration Tribunal Determination 2014/08: Remuneration and Allowances for Holders of Part-time Public Office (Table B3).	Members may be dismissed by the Minister if they fail to attend three consecutive meetings without leave	No	John King Vincent Nipper	Average catering cost per day for a board meeting is \$400.00 GST inclusive