

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates 26 May-6 June 2014

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: 1.1 Prime Minister and Cabinet

Topic: Boards - All Agency Indigenous Bodies

Senator: Senator the Hon Joe Ludwig

Question reference number: 341

Type of Question: Written

Date set by the committee for the return of answer: 11 July 2014

Number of pages: 4

Question:

Since September Additional Estimates in February, 2014;

- a. how often has each board met, break down by board name;
- b. what travel expenses are provided;
- c. what is the average attendance at board meetings;
- d. how does the board deal with conflict of interest;
- e. what conflicts of interest have been registered;
- f. what remuneration is provided to board members;
- g. how does the board dismiss board members who do not meet attendance standards?
- h. Have any requests been made to ministers to dismiss board members since Additional Estimates in February, 2014?
- i. Please list board members who have attended less than 51% of meetings
- j. what have catering costs been for the board meetings held this year; is alcohol served;

Answer:

This question is only applicable to those Indigenous Affairs agencies in the Prime Minister and Cabinet portfolio that have Boards appointed by the Minister (Aboriginal Hostels Limited, Indigenous Business Australia, Indigenous Land Corporation and Outback Stores Pty Limited. Further information on Australian Government Boards can be located at www.ausgovboards.gov.au

Responses for the relevant agencies are provided below:

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Aboriginal Hostels Limited

a. Two

28 February 2014	AHL Board Meeting
15 May 2014	AHL Board Meeting

- b. Flights, Accommodation, Meal Allowance
- c. AHL has eight Board Members and on average eight attendees attend each scheduled meeting.
- d. A director advises of a conflict of interest at the commencement of the meeting and leaves the meeting for the duration of that agenda item.
- e. Minutes of meetings are treated as confidential.
- f. In accordance with Remuneration Tribunal Determination 2014/08: Remuneration and Allowance for Holders of Part-Time Public Office.
- g. Chair would write to the Minister.
- h. No
- i. N/A
- j. Catering costs for board meetings held in 2013-14 were \$2,040.82.
No alcohol was served.

Indigenous Business Australia

- a. Three
- b. Expenses as outlined in Remuneration Tribunal Determination 2013/16: Official Travel by Office Holders.
- c. Nine.
- d. As provided at Subdivision B (s. 27F to s.27K), *Commonwealth Authorities and Companies Act 1997*, and Appendix 9: Guidelines for managing Directors' conflicts of interest, IBA Board Governance Charter (11 March 2014).
- e. Unable to provide this information, refer Division 9, s. 191, of *Aboriginal and Torres Strait Islander Act 2005*.
- f. In accordance with Remuneration Tribunal Determination 2014/08: Remuneration and Allowance for Holders of Part-Time Public Office.
- g. As provided at Part 4, Division 4, s.165 of *Aboriginal and Torres Strait Islander Act 2005*
- h. No.
- i. N/A
- j. \$1,801; no.

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Indigenous Land Corporation

- a. The Indigenous Land Corporation Board has met eight times since Additional Estimates in February 2014. Note that only one meeting was face-to-face. The remaining seven meetings were held by teleconference called at short notice.
- b. Airfares are booked by the ILC on behalf of Board members and travel allowance paid for overnight stays in accordance with the Remuneration Tribunal Determination - Remuneration and Allowances for Holders of Part-Time Public Office
- c. 79%
- d. Board members advise if they have a potential conflict of interest with any items listed on an agenda prior to each meeting. Briefing papers supporting an item that may be a conflict of interest to a Board member are not provided to that Board member. Further the Board member who has a conflict of interest is excluded from any Board discussion on that item and the relevant section of the meeting minutes is redacted for that Board member.
- e. A register of interests is maintained for each Board member.
- f. In accordance with Remuneration Tribunal Determination 2014/08: Remuneration and Allowance for Holders of Part-Time Public Office.
- g. Section 192H(4) of the *Aboriginal and Torres Strait Islander Act 2005* states that if an ILC Board member is absent, except on leave of absence granted under section 192C, from three consecutive meetings of the ILC Board, the Minister must terminate the appointment of that Board member.
- h. No
- i. Ian Trust (50%); Olga Havnen (50%)
- j. \$302.80—no alcohol was served

Outback Stores Pty Limited

- a. Board, Audit and Risk and Social outcomes committee meet quarterly. Store assessment committee hold monthly teleconferences
- b. Airfares, Cab and Accommodation
- c. 90%

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- d. Declaring conflict of interest is a standing item on both Board and Audit and Risk action items, this is discussed at every meeting. Any director with a conflict on an item to be discussed leaves the meeting while discussions are held. Meeting minutes are also adjusted to take into account any conflict of interest
- e. Alastair King, new business opportunities and I.T. service contracts.
- f. In accordance with Remuneration Tribunal Determination 2014/08: Remuneration and Allowance for Holders of Part-Time Public Office.
- g. This has not occurred as all directors have attended meetings regularly
- h. No
- i. Nil
- j. \$6000, Alcohol is served at dinners only.