

GOV-Gov-1.10 Board Remuneration and Reimbursement Policy



Policy

Eastern Victoria GP Training (EV) recognises the strategic role the Board and its committees perform in improving the effectiveness of the organisation. EV also recognises that individuals appointed to the Board and committees may incur financial expenses as a result of their participation.

EV has determined that board remuneration and reimbursements will be determined as follows:

1. Board Directors will be paid at a rate that is approved by the company membership at an Annual General Meeting (AGM) or Extraordinary General Meeting.
2. Board Directors will be reimbursed for any expenses reasonably incurred in the course of providing services to EV.
3. Board Directors will be reimbursed expenses at the rates specified in the *Reimbursement of Board, Staff and Contractor Expenses procedure*.
4. Reimbursements made to the Chair will be approved by the Chair of the Finance, Audit and Risk Management (FARM). Commitment and Reimbursements made to all other Directors and the CEO will be approved by the Chair of the Board.
5. The Board will provide support for Directors to undertake governance education as deemed appropriate and approved by the full Board.
6. The Board will consider requests from Directors for reimbursement of professional development based on cost, budget, tenure of Director and any other relevant matter.
7. Expenses that Board Directors incur in fulfilling their roles may be claimed by completing a *Reimbursement Claim Form* or *Travel Claim Form* and attaching the receipt/s for all expenses incurred. Items that are not reimbursed include; expenses that are not incurred for business purposes, parking/traffic fines and penalties and incidentals such as alcohol and snacks.

Definitions

Nil

Additional Information

Nil

Relevant Legislation

Nil

Title (including ID Number)		GOV-Gov-1.10 Board Remuneration and Reimbursement Policy			
Policy owner (position title)		CEO			
Date created		September 2015	Date first approved		December 2015
Review history	Date	July 2017	April 2020		
	Version no.	02	03		
	Date				
	Version no.				
Date this version approved		April 2020	Version no.		03
Approved by		Board			
Next review		April 2023			