***Annual report requirements for Queensland Government agencies for the 2023–24 reporting period***

**Reporting template forSection13.3 Government bodies (statutory bodies and other entities)**

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| ***Name of Government body*** *e.g. ### Board, or ### Advisory Committee, ### Company, ### Tribunal* | | | | | |
| Act or instrument | *e.g. ### Act 2011, Constitution or Terms of Reference* | | | | |
| Functions | *Summarise the main functions e.g. Oversees the development, disposal and management of land and other property within the ### area* | | | | |
| Achievements | *Summarise key achievements* | | | | |
| Financial reporting | *Briefly describe financial reporting arrangements ‘Exempted/Not exempted from audit by the Auditor-General’ and ‘Transactions of the entity are accounted for in the financial statements/other’* | | | | |
| **Remuneration** *NB: If there is a very large pool of members (e.g. for a Tribunal), do not include each member in the list below, instead provide details for the different types of members e.g. for ordinary sessional members* | | | | | |
| Position | Name | Meetings/sessions attendance | Approved annual, sessional or daily fee | Approved sub-committee fees if applicable | Actual fees received |
| *e.g. Chair* | *e.g. Mary Bloggs* | *Include no. attended e.g. 10* | *e.g. $60,000 pa* | *e.g. $3,000 pa* | *e.g. $31,500 (as Chair for 6 mths and on 1 sub-committee)* |
| *e.g. Member (include extra rows if necessary)* | *e.g. John Smith* | *Include no. attended e.g. 5* | *e.g. $400 daily* | *e.g. N/A* | *e.g. $2,000* |
| No. scheduled meetings/sessions | *Include total no. meetings/sessions scheduled e.g. 12* | | | | |
| Total out of pocket expenses | *Include total $ cost for Chair and all members. ‘Out of pocket’ expenses are outlined in the Remuneration Procedures for part-time Chairs and members of Queensland Government bodies.* | | | | |