

	J	F	M	A	M	J	J	A	S	O	N	D
<b>A. Board meetings</b>												
<b>1. Strategy</b>												
Planning				X								
Adoption						X						
Review/monitor implementation												X
<b>2. Budget (annual)</b>												
Development					X							
Adoption						X						
Review/monitor										X		
<b>3. CEO oversight</b>												
Approve performance KPIs						X						
Performance assessment		X										
Succession planning							X					
Remuneration									X			
<b>4. Monitoring and supervision</b>												
Review board reporting requirements		X		X		X		X		X		X
<b>5. Risk and compliance</b>												
Review of risk management systems		X			X			X			X	
Review of major risks			X			X			X			X
Review of compliance systems			X									
<b>6. Policy framework</b>												
Corporate governance charter												
- Compliance/monitor/review											X	
Committee terms of reference												
- Compliance/monitor/review											X	
Major policy review												
- Remuneration		X				X			X			
- Risk management			X			X			X			X
- Delegated financial authority		X			X			X				
- Delegations												
- Compliance policy			X									
- Code of conduct						X					X	
- Shareholder/stakeholder communication policy		X						X				
- Other (list other policies)												

	J	F	M	A	M	J	J	A	S	O	N	D
<b>7. Board review</b>												
Composition/succession		X										
Evaluation of performance						X						
• Board						X						
• Chair						X						
• Individual directors						X						
• Committees						X						
Remuneration									X			
<b>8. Governance issues</b>												
Audit report										X	X	
WHS report										X	X	
HR report												
ICT report				X	X				X			
Environmental report		X	X	X	X			X	X			
Risk management report			X					X				
Legal report												
Business continuity/disaster/crisis planning report											X	
<b>9. Performance review/monitor</b>												
Strategic			X				X				X	
Operational		X						X				X
<b>10. Operational issues</b>												
Overall operations report		X	X	X	X	X	X	X	X	X	X	X
Significant project report		X	X	X	X	X	X	X	X	X	X	X
Significant business development reports		X	X	X	X	X	X	X	X	X	X	X
<b>11. Financial issues</b>												
Financial performance (revenue/expenses/cash flow)		X	X	X	X	X	X	X	X	X	X	X
Capital requirements			X						X			
Treasury management			X						X			
<b>12. Capital markets issues</b>												
Investor/analyst/broker relations		X						X				
Shareholder communications		X						X				
<b>13. New corporate initiatives</b>												
Corporate growth opportunities						X						X
<b>14. Regulatory compliance</b>												
Half year report and reviewed financial statements		X										
Adoption								X				
Review/monitor	X			X			X			X		

	J	F	M	A	M	J	J	A	S	O	N	D
<b>B. Board subcommittees</b>												
<b>1. Nominations committee</b>												
Business of meeting [extract key items for consideration from the terms of reference and remit for the committee]		X				X			X			
<b>2. Remuneration committee</b>												
Business of meeting [extract key items for consideration from the terms of reference and remit for the committee]		X				X			X			
<b>3. Audit committee</b>												
Business of meeting [extract key items for consideration from the terms of reference and remit for the committee]		X			X			X				
<b>4. Risk management committee</b>												
Business of meeting [extract key items for consideration from the terms of reference and remit for the committee]			X				X		X			
<b>C. Other key corporate/board events</b>												
<b>1. AGM</b>												X
<b>2. Board strategy day</b>								X				
<b>3. Risk appetite workshop</b>												
<b>4. Other (list issues)</b>												

Figure 2: Another Version of an ABP