



Policy for Paying Consumers who are involved in Health Quality & Safety Commission work

Attendance fees

Members who are staff of a New Zealand public sector organisation including public service departments, state-owned enterprises or Crown entities are not permitted to claim fees to attend consumer network meetings. However, reasonable expenses for all members will be met by the Commission (eg, travel, parking, accommodation).

Group members who are not from the public sector have fees and costs covered as follows: a standard \$320.00 (GST excl) payment per meeting. Members are also entitled to preparation and travelling time where appropriate. Preparation time will generally be half a day for every full meeting day. In some cases more or less may be appropriate depending upon the nature of the work to be undertaken which covers 0.5 day of pre-reading agenda documents, preparation and 1 day full meeting attendance.

Administration staff can help you with the documentation needed to set up meeting fees, tax obligations and conflict of interest register.