

# Essential disclosures

## Appendix 1: Online reporting

To support accountability and transparency across government, a number of reporting requirements are now released online through the open data portal in lieu of inclusion in the annual report.

Table A1: Annual reporting requirements available through the Queensland Government open data portal

Reporting requirement	Available series
Consultancies	2012–13 to 2016–17
Overseas travel	2012–13 to 2016–17
<i>Queensland language services policy</i>	2014–15 to 2016–17
Government entities	2014–15

Government entities/bodies in 2015–16 and 2016–17 are published on the departmental website at [www.daf.qld.gov.au](http://www.daf.qld.gov.au).

## Appendix 2: Related entities

These entities, together with the department, form the ministerial portfolio for the Minister for Agriculture and Fisheries and Minister for Rural Economic Development.

Table A2: Related entities

Name	Type of entity	Functions	Legislation under which the entity was established	Annual reporting arrangement
Queensland Agricultural Training Colleges	Statutory body	Provide high quality agricultural and rural vocational education and training	<i>Queensland Agricultural Training Colleges Act 2005</i>	Annual report tabled in Parliament
Darling Downs–Moreton Rabbit Board	Statutory body	Take reasonable steps to ensure the board's operational area is kept free from rabbits	<i>Land Protection (Pest and Stock Route Management) Act 2002</i> (will continue under the <i>Biosecurity Act 2014</i> )	Annual report tabled in Parliament
QRAA <sup>1</sup>	Statutory body	Administer approved financial assistance schemes	<i>Rural and Regional Adjustment Act 1994</i>	Annual report tabled in Parliament
Safe Food Production Queensland	Statutory body	Regulate the production and processing of food products	<i>Food Production (Safety) Act 2000</i>	Annual report tabled in Parliament
Veterinary Surgeons Board of Queensland	Statutory authority	Registration of veterinary surgeons, provisions in response to misconduct, and the control of veterinary science practice	<i>Veterinary Surgeons Act 1936</i>	The transactions of the entity are included in the department's financial statements

<sup>1</sup> QRAA will transition to the Queensland Rural and Industry Development Authority from 1 July 2017.

## Appendix 3: Performance statements

Table A3: Performance statements (2016–17)

	Notes	2016–17 target/ estimate	2016–17 estimated actual	2016–17 actual
<b>Service area: Agriculture</b>				
<b>Service: Strategic policy and planning</b>				
<b>Service standards</b> <i>Effectiveness measures</i> Proportion of stakeholders who have a high level of satisfaction with agriculture policy and planning, consultation and engagement processes	1	70%	70%	70%
Percentage of customers whose application for business assistance as a result of natural disaster or drought is processed within 21 days		90%	95%	98%
<b>Efficiency measure</b> Average cost per hour to conduct regulatory policy and reform activities	2	\$75	\$66	\$69
<b>Service: Regions and industry development</b>				
<b>Service standards</b> <i>Effectiveness measure</i> Percentage of primary producers in Reef catchments who adopt best management practices after participation in DAF extension programs	3	40%	40%	68%
<b>Efficiency measure</b> Average cost of regional agricultural advocacy activities	4	\$1 200	\$800	\$754
<b>Service: Agri-Science Queensland</b>				
<b>Service standards</b> <i>Effectiveness measures</i> Percentage of customers indicating that participation in a research, development and extension activity contributes to business improvements	5	75%	75%	69%
Level of funding partner satisfaction that research outcomes contribute to industry productivity growth	6	80%	80%	100%
<b>Efficiency measure</b> Percentage return on research, development and extension investment through royalty returns	7	3.5%	7%	8.12%

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	Notes	2016–17 target/ estimate	2016–17 estimated actual	2016–17 actual
<b>Service area: Biosecurity Queensland</b>				
<b>Service standards</b>				
<b>Effectiveness measure</b>		100%	100%	100%
Percentage of significant response programs on track to deliver nationally agreed outcomes (on time and on budget)				
<b>Efficiency measure</b>				
Average cost per hour to deliver biosecurity services for Queensland	8	\$52	\$51.50	\$52.40
<b>Service area: Fisheries and Forestry</b>				
<b>Service: Fisheries</b>				
<b>Service standards</b>				
<b>Effectiveness measures</b>				
Percentage of key Queensland fish stocks assessed that are considered to have no sustainability concerns	9	85%	91%	91%
Percentage of units inspected that are compliant with fisheries laws		93%	92%	92%
Percentage of applications for development-related approvals processed within agreed time frames and within budget		100%	100%	100%
<b>Efficiency measures</b>				
Average cost of inspections		\$480	\$480	\$487
Average number of inspections per full-time equivalent (FTE)	10	298	250	286
<b>Service: Forestry</b>				
<b>Service standards</b>				
<b>Effectiveness measure</b>				
Percentage of findings from the previous third-party audit confirmed as satisfactorily addressed in order to maintain certification to the <i>Australian standard: sustainable forest management (AS4708:2013)</i>		100%	100%	100%
<b>Efficiency measures</b>				
Total of forest product sales quantities per total forest product full-time equivalent (FTE):				
(a) native forest timber (m <sup>3</sup> /FTE)		2 450	2 450	2 747
(b) quarry material (m <sup>3</sup> /FTE)	11	40 800	40 800	42 167

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**Notes:**

1. The survey was sent to 141 recipients with a total of 28 responses received. Therefore, the result has low statistical validity. The result aggregates stakeholder responses on three aspects of satisfaction with engagement on agricultural policy and planning matters to provide an overall satisfaction rating.
2. The average cost of employment per hour is lower than originally forecast due to flexible staffing arrangements, which have reduced the overall cost of service provision.
3. Poor seasonal conditions over the past 2–3 years were expected to constrain adoption levels in the grazing sector, but this did not occur. There was a marked increase in the adoption rate in the sugarcane sector in 2016–17. It is likely that more explicit targeting of extension effort (both spatially and in terms of specific management practices) has resulted in better than expected adoption results in both the sugarcane and grazing sectors. This measure is influenced by a number of factors (such as a producer's financial situation, seasonal conditions, markets and personal situation), which may impact their ability to adopt practice change.
4. This measure was set close to the achievement for 2015–16, with a conservative margin as contingency to allow for annual variation in activities. The average cost of regional agricultural advocacy activities is trending near \$800 per activity, which is consistent with the 2015–16 result. Advocacy activities include three broad groups—formal representation of the sector and the department's interests in formal planning and development approval processes, support for the Minister's regional activities (including community cabinet) and representation at key consultative and stakeholder forums and meetings. The nature of the advocacy, such as formal planning and development application processes, may require written submissions and the gathering of supporting evidence, which can impact the results.
5. Over 2000 participants completed the survey. A total of 69% indicated that they would make business improvements as a result of participating in the RD&E activity. This is a 5% increase from 2015–16 and is consistent with historical trends.
6. Of respondents, 100% rated their overall satisfaction as > 3 on a scale of 1–5 when averaged across 9 questions relating to different aspects of DAF's performance, with an overall average score of 4.3 (1 = very dissatisfied, 3 = neutral, 5 = very satisfied).
7. The royalty return is well above the forecasted 3.5%, largely due to 5 years' worth of chickpea royalties being received in one financial year and favourable seasonal conditions for grains and mangoes. DAF-bred strawberry varieties are starting to take over market share from overseas varieties, increasing runner sales that generate the royalties, which further contributed to a stronger than estimated actual result.
8. An increase in cost per hour to deliver biosecurity services for Queensland reflects an increase in overtime and higher duties as a result of the white spot disease response and program.
9. This measure determines the status of key Queensland fish stocks using a nationally consistent methodology. Stock status categories align with the national process. There were 65 stocks assessed in total, including status of Australian fish stocks reports and Queensland-only species. Six stocks have concerns—scallops, barramundi (southern Gulf of Carpentaria), pearl perch, mangrove jack (Gulf of Carpentaria), king threadfin (Gulf of Carpentaria) and snapper. Snapper for the eastern coast of Australia is reported as undefined in status of Australian fish stocks reports, but is considered overfished in Queensland.
10. The average number of inspections shows a decrease due to the adoption of a more intensive, targeted, intelligence-driven patrol compliance model.
11. These measures enable the department to assess the efficiency of its forest product sales operations. Native forest timber (m<sup>3</sup>/FTE) efficiency performance is 10% above target for the year due to slightly increased demand for native forest timber and unplanned FTE vacancies throughout the year.

## Appendix 4: Administered legislation

The public business of the State of Queensland is divided among its ministers. Each ministerial portfolio carries particular responsibilities, including the administration of relevant legislation. As at 30 June 2017, DAF administered the following legislation for the Minister for Agriculture and Fisheries and Minister for Rural Economic Development.

Table A4: Legislation administered by DAF (2016–17)

Legislation	Notes
<i>Agricultural and Veterinary Chemicals (Queensland) Act 1994</i>	
<i>Agricultural Chemicals Distribution Control Act 1966</i>	
<i>Animal Care and Protection Act 2001</i>	
<i>Animal Management (Cats and Dogs) Act 2008</i>	
<i>Biological Control Act 1987</i>	
<i>Biosecurity Act 2014</i>	<i>Biosecurity Act 2014</i> received assent on 13 March 2014 to commence on 1 July 2016
<i>Brands Act 1915</i>	
<i>Chemical Usage (Agricultural and Veterinary) Control Act 1988</i>	
<i>Drugs Misuse Act 1986 (part 5B)</i>	
<i>Exhibited Animals Act 2015</i>	
<i>Farm Business Debt Mediation Act 2017</i>	<i>Farm Business Debt Mediation Act 2017</i> received assent on 30 March 2017 to commence on 1 July 2017
<i>Fisheries Act 1994</i>	Except for fish habitat areas, which are administered by the Minister for Environment and Heritage Protection and Minister for National Parks and the Great Barrier Reef
<i>Food Production (Safety) Act 2000</i>	
<i>Forestry Act 1959</i>	Jointly administered with the Minister for Environment and Heritage Protection and Minister for National Parks and the Great Barrier Reef
<i>Nature Conservation Act 1992</i>	To the extent that it is relevant to demonstrated and exhibited native animals (jointly administered by the Minister for Environment and Heritage Protection and Minister for National Parks and the Great Barrier Reef)
<i>Queensland Agricultural Training Colleges Act 2005</i>	
<i>Regional Planning Interests Act 2014 (part 4, division 2)</i>	
<i>Rural and Regional Adjustment Act 1994</i>	
<i>Sugar Industry Act 1999</i>	
<i>Torres Strait Fisheries Act 1984</i>	
<i>Veterinary Surgeons Act 1936</i>	

## Appendix 5: Compliance checklist

Table A5: Compliance checklist (2016–17)

Summary of requirement		Basis for requirement	Annual report page reference
<b>Letter of compliance</b>	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant minister</li> </ul>	ARRs—section 7	1
<b>Accessibility</b>	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs—section 9.1	ii–iii 128
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs—section 9.2	i
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland language services policy</i> ARRs—section 9.3	i
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs—section 9.4	i
	<ul style="list-style-type: none"> <li>Information licensing</li> </ul>	<i>Queensland Government enterprise architecture—information licensing</i> ARRs—section 9.5	i
<b>General information</b>	<ul style="list-style-type: none"> <li>Introductory information</li> </ul>	ARRs—section 10.1	2–4
	<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>	ARRs—section 10.2	8–9
	<ul style="list-style-type: none"> <li>Operating environment</li> </ul>	ARRs—section 10.3	5–7
<b>Non-financial performance</b>	<ul style="list-style-type: none"> <li>Government's objectives for the community</li> </ul>	ARRs—section 11.1	2, 8
	<ul style="list-style-type: none"> <li>Other whole-of-government plans/specific initiatives</li> </ul>	ARRs—section 11.2	Cross-government commitments
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs—section 11.3	14–54
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs—section 11.4	121–123
<b>Financial performance</b>	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs—section 12.1	69–73
<b>Governance—management and structure</b>	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs—section 13.1	55
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs—section 13.2	9–11
	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and related entities)</li> </ul>	ARRs—section 13.3	120
	<ul style="list-style-type: none"> <li><i>Public Sector Ethics Act 1994</i></li> </ul>	<i>Public Sector Ethics Act 1994</i> ARRs—section 13.4	56
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs—section 13.5	4, 57

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(Table A3 continued)

Summary of requirement	Basis for requirement	Annual report page reference
<b>Governance—risk management and accountability</b>	• Risk management	ARRs—section 14.1
	• Audit committee	ARRs—section 14.2
	• Internal audit	ARRs—section 14.3
	• External scrutiny	ARRs—section 14.4
	• Information systems and recordkeeping	ARRs—section 14.5 64–65
<b>Governance—human resources</b>	• Workforce planning and performance	ARRs—section 15.1 65–68
	• Early retirement, redundancy and retrenchment	<i>Directive no.11/12: early retirement, redundancy and retrenchment</i> <i>Directive no.16/16: early retirement, redundancy and retrenchment</i> (from 20 May 2016) ARRs—section 15.2
<b>Open data</b>	• Statement advising publication of information	ARRs—section 16 119
	• Consultancies	ARRs—section 33.1 119
	• Overseas travel	ARRs—section 33.2 119
	• <i>Queensland language services policy</i>	ARRs—section 33.3 119
<b>Financial statements</b>	• Certification of financial statements	FAA—section 62 FPMS—sections 42, 43 and 50 ARRs—section 17.1
	• Independent auditor's report	FAA—section 62 FPMS—section 50 ARRs—section 17.2

ARRs—Annual report requirements for Queensland Government agencies

FAA—Financial Accountability Act 2009

FPMS—Financial and Performance Management Standard 2009

# Acronyms and abbreviations

<b>ARM</b>	agricultural risk management
<b>ARRs</b>	<i>Annual report requirements for Queensland Government agencies</i>
<b>ASBP</b>	Australian Strawberry Breeding Program
<b>BMP</b>	best management practice
<b>CGIAR</b>	Consultative Group on International Agricultural Research
<b>CSIRO</b>	Commonwealth Scientific Industrial Research Organisation
<b>DAF</b>	Department of Agriculture and Fisheries
<b>DRAS</b>	Drought Relief Assistance Scheme
<b>FAA</b>	<i>Financial Accountability Act 2009</i>
<b>FPMS</b>	Financial and Performance Management Standard 2009
<b>FTE</b>	full-time equivalent
<b>IAS</b>	Internal Audit Services
<b>ICT</b>	information and communications technology
<b>KPI</b>	key performance indicator
<b>LGBTIQ+</b>	lesbian, gay, bisexual, transgender, intersex, queer, or other orientations or identities
<b>QAAFI</b>	Queensland Alliance for Agriculture and Food Innovation
<b>QAO</b>	Queensland Audit Office
<b>QBFP</b>	Queensland Boating and Fisheries Patrol
<b>QRIDA</b>	Queensland Rural and Industry Development Authority
<b>QUT</b>	Queensland University of Technology
<b>Reef 2050 Plan</b>	<i>Reef 2050 long-term sustainability plan</i>
<b>R&amp;D</b>	research and development
<b>RD&amp;E</b>	research, development and extension
<b>RSPCA</b>	Royal Society for the Prevention of Cruelty to Animals
<b>UAV</b>	unmanned aerial vehicle
<b>UQ</b>	The University of Queensland
<b>WHS</b>	work health and safety

# Glossary

<b>Administrative Arrangements Order</b>	a document that specifies the subject matter and legislation dealt with by particular government departments
<b>aquaculture</b>	the rearing of aquatic animals or the cultivation of aquatic plants for food
<b>chain-of-custody program</b>	an inventory control system that tracks log timber from its origin in certified forest and through its processing and manufacturing in the supply chain, providing assurance to the consumer that the timber product is from a responsibly managed source
<b>forest product</b>	any material derived from a forest for commercial use (e.g. log timber, other timber, seed, foliage, wildflowers)
<b>giant rat's tail grass</b>	aggressive native African long upright grass that forms large tussocks that can reduce pasture productivity and significantly degrade natural areas
<b>grazing</b>	the use of land for the production of animals that are fed on native or introduced pastures or plants
<b>gross value of production</b>	the value of final goods and services produced in a given period
<b>mung bean</b>	a summer pulse crop grown across Queensland—it is green-seeded with pods borne toward the top of the plant
<b>open data</b>	data in its rawest form, made available free of charge
<b>open data portal</b>	a collection of agency-owned datasets that allows the public to find, access and re-use raw data from the Queensland Government
<b>Panama disease tropical race 4</b>	a destructive fungal disease of banana plants (of which there are four strains) that invades the vascular tissue (xylem) through the roots causing discolouration and wilting—tropical race 4 varies from other strains in that onset is generally quicker and the disease is generally more aggressive
<b>plantation forestry</b>	the establishment and management of plantations of trees (native or exotic species) for commercial production of timber
<b>prickly acacia</b>	a weed of national significance that transforms natural grasslands into thorny scrub and woodlands, interfering with the movement of stock and access to water, and can cause soil degradation by contributing to erosion
<b>pulses</b>	annual crops yielding 1–12 seeds of various sizes, shapes and colours within a pod (e.g. kidney beans, lentils, navy beans, dry peas)—also called grain legumes
<b>red imported fire ants</b>	small red ants originally from South America that inflict a painful, fiery sting and could severely damage the environment, our outdoor lifestyle and the agriculture and tourism industries
<b>red witchweed</b>	a parasitic weed that grows attached to the roots of a ‘host plant’ (hosts includes commercially important grasses and summer cereals)—the weed robs its host of water and nutrients, suppressing its growth
<b>white spot disease</b>	a highly contagious disease of prawns and other crustaceans, but presents no risk to humans



