

# Appendixes including essential disclosures

## Appendix 1: Related entities

The entities in Table A1, together with the department, form the ministerial portfolio for the Minister for Agricultural Industry Development and Fisheries and Minister for Rural Communities.

The entity in Table A2 is administered for the Minister for Education, Minister for Industrial Relations and Minister for Racing.

**Table A1** Related entities

<b>Name</b>	<b>Type of entity</b>	<b>Functions</b>	<b>Legislation under which the entity was established</b>	<b>Annual reporting arrangement</b>
Darling Downs – Moreton Rabbit Board	Statutory body	Take reasonable steps to ensure the board's operational area is kept free from rabbits	<i>Biosecurity Act 2014</i>	Annual report tabled in Parliament
Queensland Rural and Industry Development Authority	Statutory body	Administer approved financial assistance schemes that foster a more productive and sustainable rural and regional sector in Queensland	<i>Rural and Regional Adjustment Act 1994</i>	Annual report tabled in Parliament
Safe Food Production Queensland	Statutory body	Regulate, under food safety schemes, the production of primary produce to ensure it is safe for human and animal consumption	<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

**Table A2** Additional entity administered

<b>Name</b>	<b>Type of entity</b>	<b>Functions</b>	<b>Legislation under which the entity was established</b>	<b>Annual reporting arrangement</b>
Queensland Racing Integrity Commission	Statutory body	Oversees the integrity and welfare standards of racing animals and participants in Queensland	<i>Racing Integrity Act 2016</i>	Annual report tabled in Parliament

## Appendix 2: Performance statements

Table A3 Performance statements (2020–21)

	Notes	2020–21 target/estimate	2020–21 actual result
<b>Service area: Agriculture</b>			
<b>Service: Agribusiness and policy</b>			
<b>Service standards</b>			
<i>Effectiveness measure</i>			
Proportion of stakeholders who have a high level of satisfaction with agriculture policy and planning, consultation and engagement processes	1	75%	Not available
<i>Efficiency measures</i>			
Average cost per hour to conduct regulatory policy and reform activities		\$77	\$81
Investment in the management of the Drought Relief Assistance Scheme program as a proportion of the total claims paid under the scheme	2	10%	11.3%
<b>Service: Rural economic development</b>			
<b>Service standards</b>			
<i>Effectiveness measure</i>			
Percentage of primary producers in Reef catchments who adopt improved management practices after participation in the department's extension programs	3	40%	80%
<i>Efficiency measure</i>			
Average cost of regional agricultural advocacy activities		\$500	\$453
<b>Service: Agri-Science Queensland</b>			
<b>Service standards</b>			
<i>Effectiveness measures</i>			
Assessed impact of completed agricultural research, development and extension projects and/or programs (benefit–cost ratio)	4	>4	6.92
Level of funding partner satisfaction that research outcomes contribute to industry productivity growth		90%	85.7%
<i>Efficiency measure</i>			
Percentage return on research, development and extension investment through royalty returns	5	4%	5.7%

(continued)

Table A3 cont. Performance statements (2020–21)

	Notes	2020–21 target/estimate	2020–21 actual result
<b>Service area: Biosecurity Queensland</b>			
<b>Service standards</b>			
<i>Effectiveness measures</i>			
Proportion of significant biosecurity responses that deliver the planned outcomes to safeguard economic loss	6	>90%	100%
Level of satisfaction with biosecurity partnership performance	7	>3.0	Not available
<i>Efficiency measures</i>			
Cost of significant biosecurity responses per agricultural production unit	8	≥ 1:450	1:520
Cost of core biosecurity services per agricultural production unit	9	≥ 1:250	1:342
<b>Service area: Fisheries and Forestry</b>			
<b>Service: Fisheries</b>			
<b>Service standards</b>			
<i>Effectiveness measures</i>			
Percentage of key Queensland fish stocks assessed that are considered to have no sustainability concerns	10	85%	94%
Percentage of units inspected that are compliant with fisheries laws		90%	89%
<i>Efficiency measures</i>			
Average cost of inspections	11	\$550	\$765
Average number of inspections per FTE	12	220	205
<b>Service: Forestry</b>			
<b>Service standards</b>			
<i>Effectiveness measure</i>			
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%
<i>Efficiency measure</i>			
Average expense necessary to authorise the removal of a cubic metre of forest product:			
(a) native forest timber (expenses/m <sup>3</sup> )		\$39.58	\$39.88
(b) quarry material (expenses/m <sup>3</sup> )	13	\$0.64	\$0.28

**Notes**

- The survey to measure the level of satisfaction was sent to 100 recipients, with a total of 15 responses received. While the satisfaction rate for respondents exceeded the target, the statistical validity was low due the limited number of responses.

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**Table A3 cont. Performance statements (2020–21)**

2. The increase in the 2020–21 actual result from the 2020–21 target/estimate is due to improving conditions, which resulted in a decline in demand for the scheme.
3. The assessment for this measure included four DAF extension projects, with 1018 producer respondents indicating a 75 per cent change rate as a result of engagement with DAF. The increase in the 2020–21 actual result from the 2020–21 target/estimate is due to increased targeting of extension projects in the Great Barrier Reef catchments. More intensive efforts were focused on a smaller number of producers rather than broader, less targeted extension projects, resulting in increased adoption rates.
4. The target has been set based on experience of research-related benefit–cost ratios both within and external to DAF and the average benefit–cost ratio over the past 5 years. Each year, six new research, development and extension projects/programs are chosen at random. The increase in the 2020–21 actual result from the 2020–21 target/estimate means that the six randomly chosen project/programs delivered improved benefits relative to costs, greater than past experiences.
5. The increase from the 2020–21 target/estimate to the 2020–21 actual result is due to an increased market share of the department-bred strawberry, mango and mandarin varieties, and increased royalties relating to the Rhinogard vaccine.
6. The 2020–21 target/estimate of 90 per cent is a minimum expectation; however, DAF consistently strives for 100 per cent. Biosecurity failures reduce the financial sustainability of agribusinesses, which can lead to economic and job losses. Trading partners are demanding higher product assurance and certification that Queensland product is free from pests and diseases. Effective biosecurity responses and swift return to trade following eradication leads to trading partner confidence and ongoing investment in agriculture.
7. The evaluation of the performance of partnership activities is undertaken in ‘real time’ during the annual Biosecurity Partners Forum. A 2020–21 actual result cannot be reported because the forum was not held in 2020–21 due to COVID-19 restrictions.
8. This measure is calculated and expressed as a ratio of the 5-year average of the GVP over the expenditure on the significant incident. The 2020–21 actual result is based on the available GVP for 5 years from 2015–16 to 2019–20. These are the latest official figures. Performance exceeded the 2020–21 target/estimate as the cost of managing incidents was less than anticipated when compared to the value of production protected.
9. The 2020–21 actual result is based on the available GVP for 5 years from 2015–16 to 2019–20. These are the latest official figures.
10. As reported in the 2020 status of Australian fish stocks report, published in April 2021.
11. The increase in the average cost of inspections for 2020–21 was due to a reduced number of inspections conducted by authorised QBFP officers for the period, while expenditure on QBFP operations remained relatively stable. The reduction in the number of inspections during this period was influenced by a variety of factors, including the transition to a more intelligence-based compliance program, which also resulted in fewer, more directed, inspections, and approximately 10 per cent of authorised QBFP officers being involved in providing compliance support to the whole-of-government response to COVID-19, including the Pacific Labour Scheme.
12. The reduction in the number of inspections per FTE for 2020–21 was influenced by a variety of factors, including the transition to a more intelligence-based compliance program, which resulted in fewer, more directed, inspections, and approximately 10 per cent of authorised QBFP officers being involved in providing compliance support to the whole-of-government response to COVID-19, including the Pacific Labour Scheme. This efficiency measure is based on a historic compliance approach and will be revised for future financial years to reflect the new intelligence-based compliance program and other strategic priorities of the QBFP.
13. The variance between the 2020–21 target/estimate and the 2020–21 actual result is due to the significant short-term uplift in quarry material removals associated with railway and mine construction activity in the Galilee basin.

## Appendix 3: Compliance checklist

Table A4 Compliance checklist 2020–21

Summary of requirement	Basis for requirement	Annual report 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/s</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 i–ii 112
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs—section 9.2 inside front cover
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government language services policy</i> ARRs—section 9.3 inside front cover
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs—section 9.4 inside front cover
	<ul style="list-style-type: none"> <li>Information licensing</li> </ul>	<i>Queensland Government enterprise architecture—information licensing</i> ARRs—section 9.5 inside front cover
<b>General information</b>	<ul style="list-style-type: none"> <li>Introductory information</li> </ul>	ARRs—section 10.1 2–3, 12–14
<b>Non-financial performance</b>	<ul style="list-style-type: none"> <li>Government’s objectives for the community and whole-of-government plans/specific initiatives</li> </ul>	ARRs—section 11.1 15–16
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs—section 11.2 12, 21–30
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs—section 11.3 13, 105–107
<b>Financial performance</b>	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs—section 12.1 4–11
<b>Governance—management and structure</b>	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs—section 13.1 18
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs—section 13.2 19–20
	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs—section 13.3 13, 104
	<ul style="list-style-type: none"> <li>Public sector ethics</li> </ul>	<i>Public Sector Ethics Act 1994</i> ARRs—section 13.4 37
	<ul style="list-style-type: none"> <li>Human rights</li> </ul>	<i>Human Rights Act 2019</i> ARRs—section 13.5 37–38
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs—section 13.6 12

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Table A4 cont. Compliance checklist 2020–21

Summary of requirement		Basis for requirement	Annual report reference
Governance—risk management and accountability	• Risk management	ARRs—section 14.1	39
	• Audit committee	ARRs—section 14.2	40
	• Internal audit	ARRs—section 14.3	41
	• External scrutiny	ARRs—section 14.4	41–43
	• Information systems and recordkeeping	ARRs—section 14.5	44–45
	• Information security attestation	ARRs—section 14.6	39
Governance—human resources	• Strategic workforce planning and performance	ARRs—section 15.1	46–48
	• Early retirement, redundancy and retrenchment	<i>Directive no. 04/18: early retirement, redundancy and retrenchment</i> ARRs—section 15.2	47
Open data	• Statement advising publication of information	ARRs—section 16	45
	• Consultancies	ARRs—section 33.1	data.qld.gov.au
	• Overseas travel	ARRs—section 33.2	data.qld.gov.au
	• <i>Queensland language services policy</i>	ARRs—section 33.3	data.qld.gov.au
Financial statements	• Certification of financial statements	FAA—section 62 FPMS—sections 38, 39 and 46 ARRs—section 17.1	99
	• Independent auditor’s report	FAA—section 62 FPMS—section 46 ARRs—section 17.2	100–103

FAA—Financial Accountability Act 2009

FPMS—Financial and Performance Management Standard 2019

ARRs—Annual report requirements for Queensland Government agencies

## Acronyms and abbreviations

AASB	Australian Accounting Standards Board
agvet chemicals	agricultural chemicals and veterinary medicines
ALCS	Annual Leave Central Scheme
APM	Australian Police Medal
ARRs	<i>Annual report requirements for Queensland Government agencies</i>
AS	Australian Standard
AS/NZS	Australian Standard/New Zealand Standard
ATO	Australian Taxation Office
BCP	Business and Corporate Partnership
BQMAC	Biosecurity Queensland Ministerial Advisory Council
CPI	consumer price index
CSIRO	Commonwealth Scientific and Industrial Research Organisation
DAF	Department of Agriculture and Fisheries
DCHDE	Department of Communities, Housing and Digital Economy
DEPW	Department of Energy and Public Works
DES	Department of Environment and Science
DNRME	(former) Department of Natural Resources, Mines and Energy
DRAS	Drought Relief Assistance Scheme
DSDTI	(former) Department of State Development, Tourism and Innovation
DTIS	Department of Tourism, Innovation and Sport
eDRMS	electronic document and records management system
Ekka	short for Exhibition, the Royal Queensland Show (formerly Brisbane Exhibition)
FAA	<i>Financial Accountability Act 2009</i>
FAD	fish-aggregating device
FBT	fringe benefits tax
FIFA	Federation Internationale de Football Association
FPMS	Financial and Performance Management Standard 2019
FPQ	Forestry Plantations Queensland
FTE	full-time equivalent
FY	financial year
GEH	Government Employee Housing
GST	goods and services tax
GVP	gross value of production
ICT	information and communication technology
IGAB	Intergovernmental Agreement on Biosecurity
IS	International Standard
ISMS	Information Security Management System
ISO	International Organization for Standardization
IT	information technology
ITP	Information and Technology Partners

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## Acronyms and abbreviations cont.

KMP	key management personnel
LIMS	Laboratory Information Management System
LSL	Long Service Leave
MOHRI	Minimum Obligatory Human Resource Information
NCAP	Non-Current Assets Policies
NCS	national cost sharing
NRIFAEP	National Red Imported Fire Ant Eradication Program
PSC	Public Service Commission
QAO	Queensland Audit Office
QATC	Queensland Agricultural Training Colleges
QBFP	Queensland Boating and Fisheries Patrol
QGAO	Queensland Government Accommodation Office
QGIF	Queensland Government Insurance Fund
QLD	Queensland
QRIC	Queensland Racing Integrity Commission
QRIDA	Queensland Rural and Industry Development Authority
QSA	Queensland State Archives
QSS	Queensland Shared Services
QT	Queensland Treasury
QTC	Queensland Treasury Corporation
RANGER	Resources, Authorities, Notations, Geospatial, Entities and Reporting system
RPT	related party transactions
RSPCA	Royal Society for the Prevention of Cruelty to Animals
SDS	Service Delivery Statements
SVS	State Valuation Service
TABS	Think, Act, Be Safe
WDBF	wild dog barrier fence
WHS	work health and safety; also workplace health and safety

# Glossary

Administrative Arrangements Order	a document that specifies the subject matter and legislation dealt with by particular government departments
African swine fever	an infectious viral disease (currently not in Australia) of domestic and feral pigs that can result in a very high mortality rate in infected pigs and significantly impact pig production; it does not affect people or other animals and there is no available vaccine or treatment
aquaculture	the rearing of aquatic animals or cultivation of aquatic plants for food
browsing ants	small, slender, shiny black ants originating from the drier climates of southern Europe and the Mediterranean (species name <i>Lepisiota frauenfeldi</i> ), whose single colony can support many queens, making them able to form super colonies, which can seriously impact surrounding native flora and fauna
COVID-19	the coronavirus that originated in China in 2019 and was declared a global pandemic
electric ants	tiny golden-brown ants (species name <i>Wasmannia punctata</i> ) that congregate under rocks, leaf litter etc. and can give sharp stings that can cause prolonged pain, itchiness, pustules and even blindness in small animals
fall armyworm	<i>Spodoptera frugiperda</i> , a destructive pest initially detected in the Torres Strait in January 2020 before spreading to numerous Queensland sites (including Bamaga, Croydon, South Johnstone, Tolga, Lakeland, Mareeba, the Burdekin, Bowen, Richmond, Clermont, Emerald, Mackay, Biloela, Bundaberg, Dysart and Longreach); their larvae have been reported to feed on more than 350 plant species, and impact economically important cultivated grasses such as maize, rice, sorghum, sugarcane and wheat, as well as fruit, vegetable and cotton crops
forest product	any material derived from a forest for commercial use (e.g. log timber, other timber, seed, foliage, wildflowers)
four tropical weeds	six weed species that are native to tropical America but have been introduced into North Queensland and are now targeted for eradication—Koster's curse ( <i>Clidemia hirta</i> ), limnocharis ( <i>Limnocharis flava</i> ), miconia ( <i>Miconia calvescens</i> , <i>M. nervosa</i> , <i>M. racemosa</i> ) and mikania vine ( <i>Mikania micrantha</i> )
fruit flies	small flies that lay their eggs in developing fruit, causing serious damage to and restricting market access for a wide range of fruit and vegetable crops; some species are present in Australia (e.g. Queensland fruit fly) and some are exotic to the country (e.g. oriental fruit fly)
grazing	the use of land for the production of animals that are fed on native or introduced pastures or plants
gross value of production	the value of final goods and services produced in a given period
khapra beetle	a destructive exotic pest of stored grain, rice and dry foodstuffs (species name <i>Trogoderma granarium</i> ) that is well established in many regions of the world (including parts of Asia, Africa, the Middle East and Europe) and poses a major threat to Australia's grains, dried fruit, rice and nut industries; its spread is most likely through the movement of infested stored grain and products, as contamination of seed, machinery and straw, or through hitchhiking in shipping containers or household furnishings
open data	data in its rawest form, made available free of charge
Open Data portal	a collection of agency-owned datasets that allows the public to find, access and re-use raw data from Queensland Government
Panama disease tropical race 4	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

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## Glossary cont.

red imported fire ants	small, coppery brown ants (species name <i>Solenopsis invicta</i> ) originally from South America that inflict a painful, fiery sting and could severely damage the environment, Queensland's outdoor lifestyle and the agriculture and tourism industries
red witchweed	a parasitic weed that grows attached to the roots of a 'host plant' and robs it of water and nutrients, suppressing its growth; hosts includes commercially important grasses and summer cereals
varroa mite	either of the two mites <i>Varroa destructor</i> or <i>V. jacobsoni</i> , which are external parasites of bees; <i>V. jacobsoni</i> was detected in Townsville in 2016 and is the focus of a nationally cost-shared eradication program

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