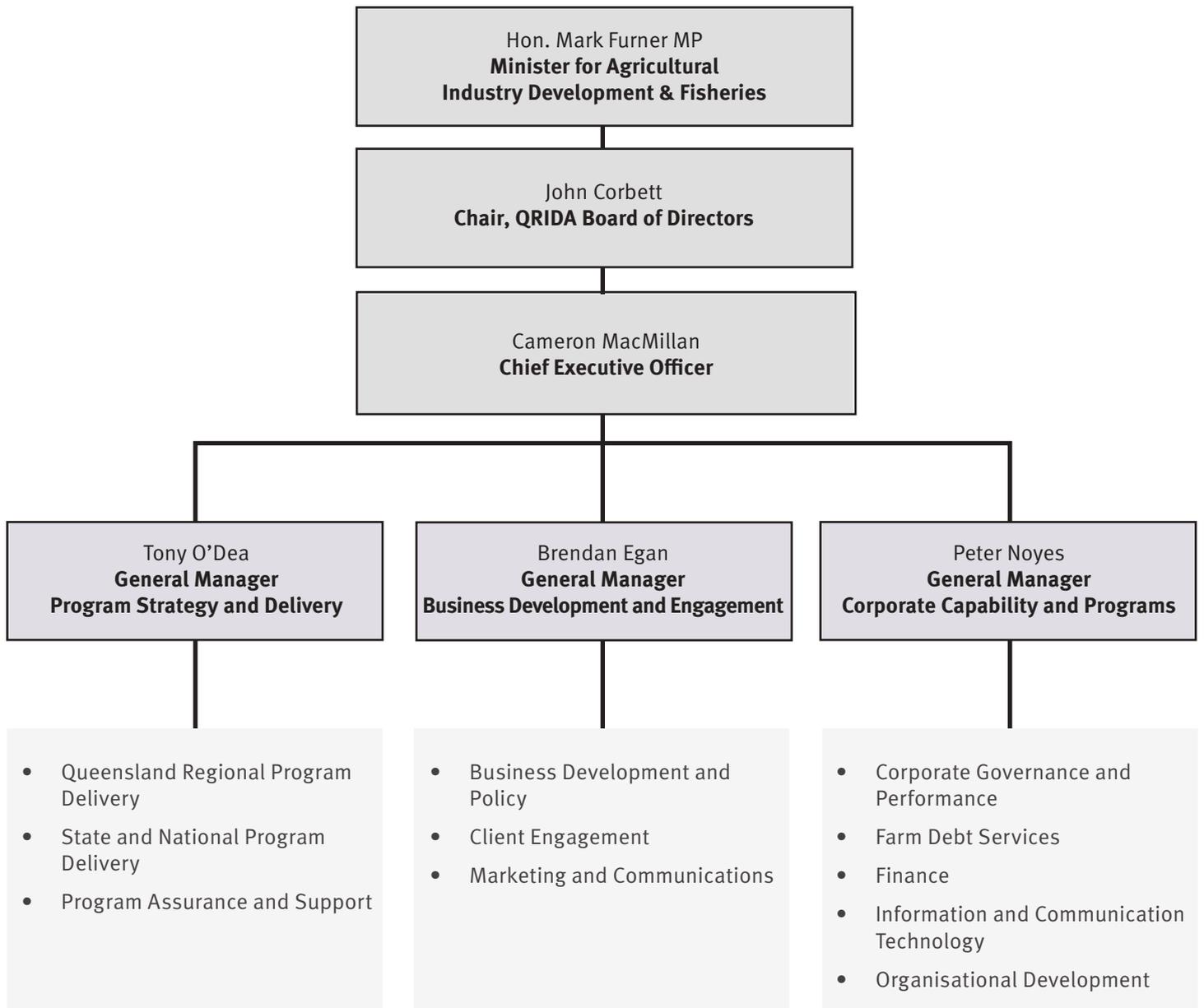


Governance - Management and structure

Organisational structure





Board of Directors

QRIDA's Board of Directors (the Board) is responsible for the way QRIDA performs its functions and exercises its powers as established in the *Rural and Regional Adjustment Act 1994* (Qld) (the Act).

The Board consists of seven directors including representatives from Queensland industry as well as the Queensland Department of Agriculture and Fisheries (QDAF) and Queensland Treasury.

Directors are appointed for a term of no longer than three years. This appointment can end at any time as decided by Governor in Council. A director is appointed on a part-time basis and is entitled to the remuneration and allowances the Governor in Council fixes.

The Board is formally accountable to the Minister for Agricultural Industry Development and Fisheries. During 2019-2020, the Board reported to the Minister on a quarterly basis.

Under the Act, the Board must meet at least once every three months. The QRIDA Board of Directors met nine times during 2019-2020. Achievements of the Board in this time include:

- contributing to the development of and approving the four-year strategic plan
- determining strategic policies
- ensuring QRIDA performed its functions properly, effectively and efficiently
- completing the annual performance review of the Chief Executive Officer (CEO).

Board committees

The Board has three sub committees that support its decision making. These are the Audit and Risk Management (A&RM) Committee, the Remuneration Committee and the Debt Management Committee (DMC). *Refer to the Governance – Risk management and accountability section on page 12 for further detail.*

Board attendance

Position	Name	QRIDA Board	Audit and Risk Management Committee	Debt Management Committee	Remuneration Committee ¹	Total
Board Chairman	John Corbett	9/9	6/7	2/2	1/1	18/19
Director ARMC Chairman ²	Dugald Warby ³	8/8	6/6			14/14
Director	Elton Miller	9/9			1/1	10/10
Director	Leith Bouilly ³	6/8				6/8
Director ARMC Chairman ²	Belinda Turner	8/9	7/7		0/1	15/17
Director	Zoe Kenneally ^{3,4}	5/8	3/3			8/11
Director	Drew Ellem ^{4,6}	6/7	4/5	1/2		11/13
Director	Alison Rayner ⁵	1/1	0/1			1/2

Board remuneration

Position	Name	Meetings attended of eligible	Approved annual fee	Approved sub-committee fee (includes ARMC & Remuneration Committee)	Actual fees received (ex-Super)
Board Chairman	John Corbett	18/19	\$42,000	\$1,700	\$43,550.52
Director ARMC Chairman ²	Dugald Warby ³	14/14	\$12,000	\$1,700	\$12,602.88
Director	Elton Miller	10/10	Nil	Nil	-
Director	Leith Bouilly ³	6/8	\$12,000	-	\$11,039.04
Director ARMC Chairman ²	Belinda Turner	15/17	\$12,000	\$1,700	\$13,653.12
Director	Zoe Kenneally ^{3,4}	8/11	\$12,000	\$1,700	\$11,456.06
Director	Drew Ellem ^{4,6}	11/13	Nil	Nil	-
Director	Alison Rayner ⁵	1/2	Nil	Nil	-

¹ Remuneration Committee disbanded as at 25 February 2020

² Director Warby retired as ARMC Chairman from 25 February 2020, with Director Turner named ARMC Chairman

³ The Board appointment terms ended for Directors Warby, Bouilly and Kenneally as at 2 June 2020

⁴ Directors Ellem and Kenneally joined the ARMC from 25 February 2020

⁵ Director Rayner's Board appointment term ended as at 20 September 2019

⁶ Director Ellem was appointed to the QRIDA Board as at 25 October 2018

No fees are paid to Queensland Government representatives, being Directors Miller, Ellem and Rayner

Governance - Management and structure (cont.)

Measuring performance

Organisational performance goals and strategic targets are established as a result of the Board's strategic planning and budgeting processes and are subject to endorsement by the Minister.

Organisational performance is monitored and reported against strategies and performance indicators set out in QRIDA's Strategic Plan.

Refer to pages 22-23 for a summary of QRIDA's 2019-2020 performance.

Public sector ethics - ethical standards

QRIDA requires all directors, managers and employees to act with integrity and objectivity and to maintain high standards of ethical behaviour in the execution of their duties.

The QRIDA Code of Conduct requires officers to:

- act with integrity and impartiality, ensuring high standards of workplace behaviour and personal conduct
- promote the public good through excellence in customer service, community engagement and working with other agencies
- commit to the system of government through conscientious service to QRIDA and government
- act with accountability and transparency to support high standards of administration.

All new appointees to QRIDA provide a statement they have read and understood the QRIDA Code of Conduct. Every second year all staff acknowledge their understanding of the Code of Conduct and responsibilities as an ongoing reinforcement of ethical standards. All QRIDA policies and procedures are referenced to the Code of Conduct and are made available to staff via the QRIDA intranet. Internal communications support ongoing awareness, understanding and compliance.

To support the QRIDA Code of Conduct and to further strengthen connectivity with the *Public Sector Ethics Act 1994* (Qld), QRIDA continued to strengthen this commitment through also reviewing and enhancing policies relating to fraud and corruption practices.

Human rights

The *Human Rights Act 2019* (Qld) sets out the basic rights, freedoms and responsibilities of all people in Queensland. It also sets out the relationship between government and the people it serves. From 1 January 2020 the Act requires public authorities, including QRIDA, to act consistently with human rights and to give proper consideration to human rights in making decisions.

QRIDA supports the aim of the *Human Rights Act 2019* to embed respect for human rights in the culture of the Queensland public sector and has communicated its commitment to the public by publishing the Board and Executive Leadership Team (ELT) approved organisational statement on the QRIDA intranet and website.

Other actions taken to further the objects of the act:

- Raising awareness within the organisation to human rights considerations and obligations was initially achieved through education and training. All staff undertook human rights training through a three-tiered approach - including interactive training by a Queensland Human Rights Commission trainer for senior leaders, managers/team leaders and Organisational Development staff.
- Increased appreciation of human rights considerations maintained moving forward through embedding and monitoring education and awareness in the QRIDA recruitment and induction processes.
- Incorporated QRIDA's human rights commitment in the QRIDA website page which hosts the QRIDA Strategic Plan 2020-24, with plans to include in the QRIDA Strategic Plan 2021-25.
- Endorsed, disseminated and published the updated Complaints Management Framework incorporating the human rights complaints process.
- Revised privacy, disclosure and use of information statements on paper and online applications to include an acknowledgment to human rights considerations.

The reviews undertaken in 2019-2020 included:

- *Policies, procedures and frameworks*
A prioritised assessment of 16 policies, procedures and complaint processes for human rights compliance implications has been completed, with a review plan in place for ongoing assessments.
- *Procedures, guidelines, applications and processes*
Initial review and assessment of human rights considerations in the Securities, Finance, Farm Debt Services, State and National Program Delivery business areas has been completed and a prioritised review is in progress in the Organisational Development business unit.

Since commencement of the *Human Rights Act 2019* to the year ending 30 June 2020, QRIDA received no human rights complaints.