

+ Corporate Governance Framework

Functions and powers

The functions and powers of the Queensland Rural and Industry Development Authority (QRIDA) as defined in the *Rural and Regional Adjustment Act 1994* and the *Farm Business Debt Mediation Act 2017*, are to:

- put approved assistance schemes into effect, and ensure the schemes are properly and fairly administered
- arrange for education, training and advice to applicants under approved assistance schemes
- negotiate for assistance funding with all levels of government
- carry out research into, and develop policies on, and give advice to the Minister on issues affecting people likely to receive assistance including financial performance and sustainability of the rural and regional sector and proposed assistance schemes, for rural and regional Queensland
- administer authorised interstate, and Australian Government schemes
- ensure a survey of rural indebtedness in Queensland (a rural debt survey) is conducted on a cyclical basis
- administer the Farm Debt Restructure Office to assist a farmer in financial distress; and
- administer a Farm Business Debt Mediation program to provide an efficient and equitable way for farmers and mortgagees to resolve matters relating to farm business debts.

Organisational values

QRIDA's corporate governance framework is underpinned by our Code of Conduct, policy and procedure framework, and our organisational values being:



Customers first



Ideas into action



Unleash potential



Be courageous



Empower people

Corporate governance structure

To ensure its functions are delivered transparently, fairly, responsibly and accountably, the following constitutes QRIDA's corporate governance structure:

Responsible Minister

The QRIDA Board reports to the Minister for Agricultural Industry Development and Fisheries and Minister for Rural Communities, currently the Hon. Mark Furner MP.

QRIDA Board

The QRIDA Board is appointed by Governor in Council, and is accountable to the Minister for the way QRIDA performs its functions, and exercises its powers. The QRIDA Board also decides the strategies and policies to be followed by QRIDA and to ensure that QRIDA performs its function in a proper, effective and efficient way. The QRIDA Board is the employer of all QRIDA staff.

QRIDA Board Committees

Audit and Risk Management Committee

Provides independent assurance and assistance to the QRIDA Board on:

- The risk, control, and compliance frameworks within QRIDA
- QRIDA's financial and asset management accountabilities
- QRIDA's internal and external audit program.

Debt Management Committee

Provides independent assurance and assistance to the QRIDA Board regarding the governance of QRIDA's debt and interest rate management activities.

Chief Executive Officer

- The Chief Executive Officer is appointed by Governor in Council, and is accountable to the QRIDA Board
- Responsible for ensuring that QRIDA is managed as required by the policies of the QRIDA Board
- Reports regularly to the QRIDA Board about key, operational, and administrative issues affecting QRIDA
- Appoints the Executive Leadership Team and staff of QRIDA on behalf of the QRIDA Board.

Executive Leadership Team

Supports the Chief Executive Officer in the overall leadership and management of QRIDA and ensures QRIDA's operations support the Strategic Plan. The Executive Leadership Team comprises:

- Chief Executive Officer
- Chief Lending Officer
- Chief Operating Officer
- Chief Engagement Officer

Significant governance strategies

Strategy	Approval authority	Explanation
Strategic Plan	Minister	The Strategic Plan articulates QRIDA's vision, purpose, and value proposition to clients, stakeholders, and our staff.
Operational Plan	Chief Executive Officer	The Operational Plan provides the direction for the implementation and responsibilities for the achievement of the Strategic Plan.
Annual Administration Budget	Minister	The annual administration budget identifies QRIDA's planned revenues, expenses, assets, liabilities, and cash resources for the funding of its services.
Risk Management Framework and Risk Register	QRIDA Board	The Risk Management Framework details the policy, responsibilities, processes and tools that QRIDA uses to identify, manage, monitor, and report its risks, and subsequent mitigations.
Complaints Management	QRIDA Board	The Complaints Management Framework reaffirms QRIDA's commitment to the unbiased investigation, efficient management and fair resolution of complaints in a principled way that is compatible with human rights considerations.
Fraud and Corruption Control	QRIDA Board	The Fraud and Corruption Control Framework incorporates QRIDA's policy statement, Fraud and Corruption Control Plan and procedures for the management, investigation and reporting of fraud and corruption matters. It outlines the rationale, approach and integration of fraud and corruption prevention and control within QRIDA.
Delegations	QRIDA Board and Chief Executive Officer	In the Delegations Policies, the QRIDA Board assigns authority to the Chief Executive Officer to carry out program actions and provide approvals for human resources and financial transactions. Subsequently, the Chief Executive Officer sub-delegates this authority to appropriate officers within QRIDA based upon risk and operational requirements.
Emergency Business Continuity and Management Plan	Chief Executive Officer	This plan is a critical component of QRIDA's risk management framework, and specifies the activities to be taken in the effective management during, and recovery from, a disruption to QRIDA's operations.
Legislative Compliance Matrix and the Compliance and Policy Framework	QRIDA Board	The compliance framework identifies the laws, regulations, and guidelines of which QRIDA must comply, and identifies primary responsibilities for this compliance.

Significant governance reporting

Report topic	Frequency	Prepared by	Report to
Report on Significant Activities of QRIDA	Quarterly	QRIDA Board	Minister
Report on Administrative/Operational Activities of QRIDA	Monthly	Chief Executive Officer	QRIDA Board
Report on Financial Performance of QRIDA	Monthly	Chief Executive Officer	QRIDA Board
Annual Report of QRIDA, including Annual Financial Statements	Annually	QRIDA Board	Minister
Work Health and Safety Report	Quarterly	Chief Executive Officer	QRIDA Board
QRIDA Risk Register	Quarterly	Chief Executive Officer	QRIDA Board
QRIDA Program/Scheme Performance	Monthly	Chief Executive Officer	QRIDA Board
QRIDA Account Management/Arrears Report	Quarterly	Chief Executive Officer	QRIDA Board
Performance Against Strategic Plan Strategies	Monthly	Chief Executive Officer	QRIDA Board
Service Delivery Statements (as part of State Budget)	Annually	Chief Executive Officer	Minister