

Reporting template for Annual report requirements for Queensland Government agencies for the 2018-2019 reporting period – 14.3 Government bodies (statutory bodies and other entities)

Name of Government body <i>Safe Food Production Queensland Board</i>					
Act or instrument	<i>Food Production (Safety) Production Act 2000</i>				
Functions	<ol style="list-style-type: none"> 1. <i>Report quarterly to the Minister on the function and performance of the agency</i> 2. <i>Present an annual Business Plan to the Minister</i> 3. <i>To decide strategies, operational, administrative and financial policies</i> 4. <i>To annually review the performance of the Chief Executive Officer (CEO)</i> 				
Achievements	<i>E-learning training, Safe Food Planning day, Attendance at Industry meetings with the CEO, Audit & Risk Committee</i>				
Financial reporting	<i>Noting the financial performance of the agency.</i>				
Remuneration					
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
<i>Chair</i>	<i>Kathryn Adams</i>	<i>2 meeting/ 5 sessions</i>	<i>\$650.00 (+4 hours) \$325.00 (-4 hours)</i>	<i>N/A</i>	<i>\$3,250.00</i>
<i>Director</i>	<i>Peter White</i>	<i>4 meeting/ 3 sessions</i>	<i>\$500.00 (+4 hours) \$250.00 (-4 hours)</i>	<i>N/A</i>	<i>\$3,500.00</i>
<i>Director/ Chair</i>	<i>Elizabeth Homer</i>	<i>4 meeting/ 8 sessions</i>	<i>\$500.00 (+4 hours) \$250.00 (-4 hours)</i>	<i>N/A</i>	<i>\$4,100.00</i>
No. scheduled meetings/sessions	<i>4 Board meeting/ 16 sessions</i>				
Total out of pocket expenses	<i>\$2,320.20</i>				