



Resources Safety & Health
Queensland

Annual Report

2020–2021

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ISSN: 2653-2417 (Print)

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Letter of compliance

13 September 2021

The Honourable Scott Stewart MP
Minister for Resources
PO Box 15216 City East
Brisbane Qld 4002

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2020–2021 and financial statements for Resources Safety & Health Queensland.

I certify that this Annual Report complies with:

- the prescribed requirements of the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2019*, and
- the detailed requirements set out in the *Annual report requirements for Queensland Government agencies*.

A checklist outlining the annual reporting requirements is provided at page 71 of this annual report.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Mark Stone', with a stylized flourish at the end.

Mark Stone
Chief Executive Officer
Resources Safety & Health Queensland

Message from the Chief Executive Officer

It gives me great satisfaction to present the first Resources Safety & Health Queensland (RSHQ) annual report. As a newly established statutory body, it has been a formative time for RSHQ, transitioning from a division within a department to an independent agency.

During 2020-21, RSHQ's commitment to our vision of zero serious harm in the resources sector is reflected in the achievements set out in Part 2, Our Performance, on page 15 of this report.

While there were no fatalities in the Queensland resources sector during 2020–2021, 110¹ workers sustained injuries requiring hospital admission. This is an unacceptable outcome, requiring a greater focus on hazard identification, incident investigation, and protective risk controls.

The findings of the Brady Review (2019) into serious accidents in the mining and quarrying sector over the past two decades and the Queensland Coal Mining Board of Inquiry into a serious accident at the Grosvenor underground mine provide industry stakeholders with a crystal-clear assessment of where deficiencies exist and where improvements can be made.

The RSHQ Compliance and Enforcement Policy² outlines the principles and practices that underpin our compliance and enforcement actions. Relevant work includes:

Inspections, audits and investigations

Across our four inspectorates, RSHQ conducted 3,212 inspections, 206 audits, and 145 investigations in relation to 464 confidential complaints and incidents, with approximately 25% of inspections being unannounced. All inspectorates met or exceeded their annual compliance plans.

Penalties and prosecutions

Fourteen penalty infringement notices were issued and five matters were referred to the Office of the Work Health and Safety Prosecutor relating to incidents occurring on quarries, mine sites and petroleum leases. These prosecutions resulted in charges against 16 defendants.

Coal Mining Board of Inquiry

Our Coal Inspectorate finalised its investigations into three mining fatalities and a methane explosion at the Grosvenor underground mine (which hospitalised five workers and resulted in the establishment of the Queensland Coal Mining Board of Inquiry).

We spent 7,500 hours dedicated to on-site support of the Grosvenor methane explosion (including 3,800 hours of technical support provided by Simtars) and our Coal inspectors committed 2,060 days to investigating the nature and cause of the explosion and providing evidence to the Board of Inquiry.

¹ Injuries requiring hospital admission figures are from Coal (50), MMQ (18) and P&G (42) Inspectorates.

² RSHQ Compliance and Enforcement Policy, <https://www.publications.qld.gov.au/dataset/compliance-and-enforcement-policy>

Occupational health and hygiene

Our Occupational Health and Hygiene team audited over 500 doctors and medical providers against relevant standards and guidelines. The audit included 3,338 lung function tests, with over 400 retests identified.³ In addition, 1,857 chest X-ray images and reports were audited and 354 health assessments with abnormal results were identified for follow-up to ensure adherence to Clinical Pathways Guidelines.

Advice and support

We issued 21 safety alerts, 18 safety bulletins, 20 incident periodicals, as well as other hazard and risk related reports for industry. We also held 49 workshops and forums with industry to facilitate learning and share good practice. The Mine Dust Health Support Service – a collaboration between the Office of Industrial Relations, WorkCover Queensland and RSHQ – helped a further 156 individuals access lung screening, compensation, and information.

With the COVID-19 pandemic continuing to impact Queensland and the country, RSHQ's workforce adapted to new ways of working. We managed COVID-19 risks in the field by implementing specific management processes and modified our program delivery by developing online training solutions.

Looking towards 2021–2022

Our purpose is to regulate, educate and assist industry in meeting its obligation to protect the safety and health of workers and affected communities. We will focus on the best outcomes for the resources sector by ensuring effective regulation is prioritised using risk-based decision making, evidence and clearly defined assumption: we give thought to what outcomes we want to see, based on information; we deliver a risk-based compliance and enforcement program and adapt it as we go.

Our focus is on things that can seriously harm workers and affect communities and less so on things that are technically illegal but result in no harm. Our communication and education activities are similarly risk-based: we strive to know our audience and align our message to our vision and our expectations, clearly and consistently, by engaging with our stakeholders and partners to increase our collective knowledgebase and enhance decision making.

I would like to express my gratitude for our employees' dedication and hard work this past year and acknowledge the support of our stakeholders who are committed to achieving zero serious harm. I am proud of the effort that has been put into implementing the new independent regulator and the individual and team contributions that have enabled the delivery of regulatory services to the resources sector.

³ Results such as these are not unexpected following the introduction of new standards.

This outcome shows the value of audit and provides a baseline for future work to ensure the quality of health assessments.

Part one – our organisation

About us

Our operating environment

The *Resources Safety and Health Queensland Act 2020* commenced on 1 July 2020, establishing RSHQ as an independent statutory body responsible for regulating worker safety and health in Queensland's resources industries. In 2020–2021, RSHQ was responsible for administering safety and health legislation applying to Queensland's resources industries under these Acts:

- *Coal Mining Safety and Health Act 1999*
- *Explosives Act 1999*
- *Mining and Quarrying Safety and Health Act 1999*
- *Petroleum and Gas (Production and Safety) Act 2004*.

What we do

RSHQ's vision is **zero serious harm**⁴ across the state's resources sector. Our mission is to regulate, educate and assist industry in meeting its obligations to protect and promote the safety and health of persons from risks associated with mining, quarrying, explosives and petroleum and gas.

<i>We regulate</i>	Each year, we conduct hundreds of inspections, audits and investigations to deliver our compliance and enforcement program: the core of our regulatory effort.
<i>We educate</i>	We invest heavily in training workers, managing competency and registration schemes, and sharing important news and updates with industry. Our content spans hazards (established and emerging), incidents, trends, and best practice.
<i>We assist</i>	We help industry to meet its obligations under the law, protecting workers and the community from serious harm. Our assistance is varied, ranging from the Mine Workers' Health Scheme providing best practice health screening and surveillance, helping industry to manage health risks to its workers, to our Explosives Reserves, providing safe, secure storage of explosive materials used in the resources industries.

⁴ As a risk-based regulator, RSHQ focuses its resources and effort on protecting communities from bad things or harms. We define serious harm as a fatality, an injury requiring hospital admission, or an occupational disease such as mine dust lung disease.

Our values

Our eight core values are integral to who we are and how we work. They are underpinned by and support the Queensland public sector values.

SAFETY AND WELLBEING	PROFESSIONAL EXCELLENCE	ACCOUNTABILITY	RESPECT
We care about the safety and wellbeing of our colleagues and maintain policies and systems to prevent physical and mental harm.	We value the skills and experience needed to excel in our work. We invest in our people, supporting their professional and personal growth.	We take ownership of our decisions, celebrate our successes and learn from our mistakes.	We take personal responsibility for our actions, behaviours and work. We treat others with courtesy, dignity and respect.
COLLABORATION	INTEGRITY	RESPONSIVENESS	CONTINUOUS IMPROVEMENT
We seek to work with our colleagues and stakeholders to help achieve our goals and pursue a shared vision.	We are transparent and honest in the work we do. Our decisions are fair, considered and made with an uncompromising adherence to public service ethics and principles.	We deliver what we promise when we promise.	We strive to be more effective and efficient in our work and supporting systems and processes. We accept that we can always be better and remain open to feedback.

Our contribution

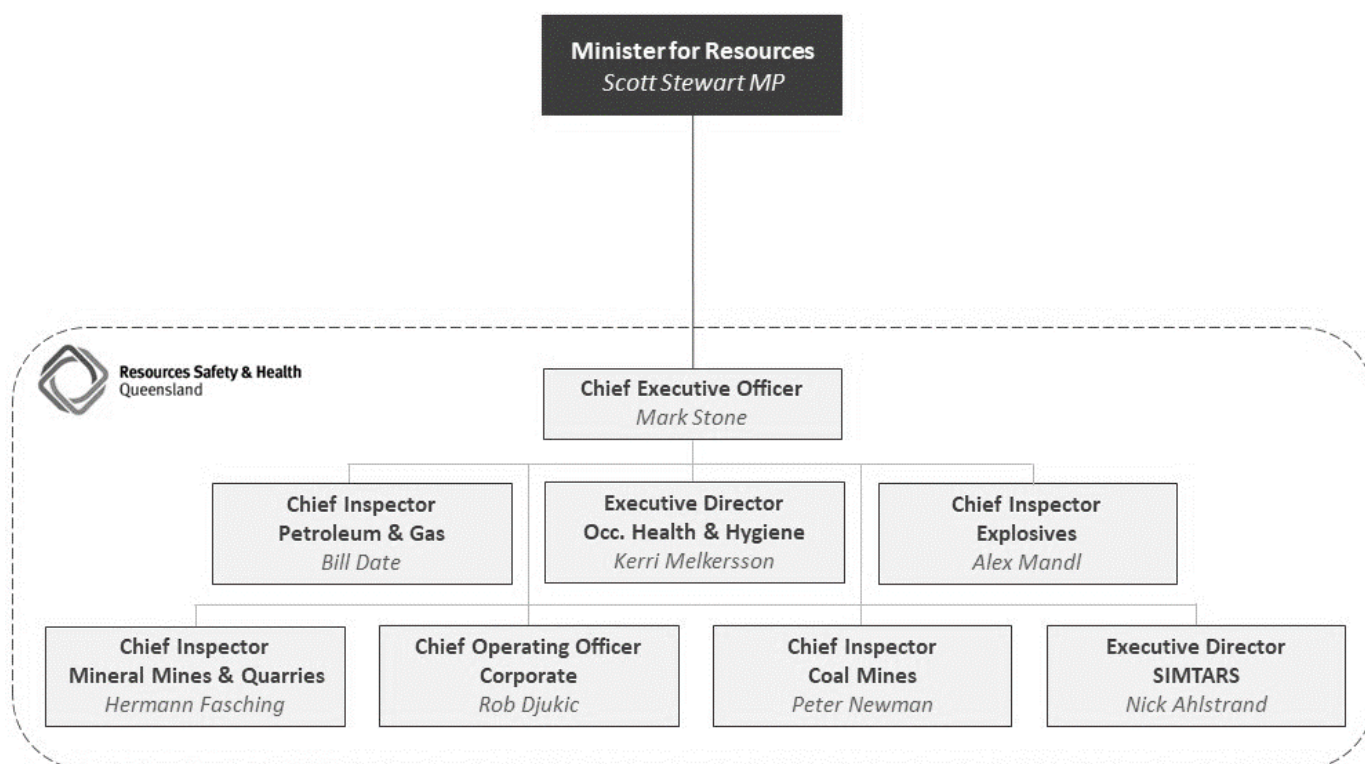
During 2020–2021, RSHQ contributed to the Queensland Government’s objectives for the community, specifically **“Keep Queenslanders healthy”** and **“Being a responsive Government”** through important work including:

- prioritising educational and compliance-based activities with identified high-risk groups or individuals to reduce the rate of incidents
- constructing a mobile health unit, in partnership with Heart of Australia, to enable access to health assessments for remote and regional Queensland coal, mineral mine, and quarry workers
- releasing ResHealth to enhance individual and group health surveillance and improving digital systems across our inspectorates to provide better access to services
- providing online training opportunities for industry.

We also contributed to the Community Recovery Ready Reserves and the Queensland Government’s COVID-19 pandemic response, including the whole-of-sector COVID-19 Employee Mobilisation Service.

Our management and structure

2020–2021 organisational structure



Our executive leadership team

Chief Executive Officer | Mark Stone

Mark was appointed Chief Executive Officer after leading RSHQ's transition from the former Department of Natural Resources, Mines and Energy. He remains committed to improving safety and health outcomes in the resources sector. Before joining the Queensland Government in 2014, Mark spent 20 years in the international oil and gas industry, in technical and leadership roles. He holds a master's degree in Petroleum Engineering and is a Fellow of the Institute of Engineers Australia.

Executive Director, Occupational Health and Hygiene | Kerri Melkersson

Kerri has led the administration of the Coal Mine Workers' Health Scheme, implemented mine dust lung disease reforms, and worked with resource industry stakeholders, other government departments and medical and research communities, to develop and implement stronger prevention, detection and support programs for current and former mine and quarry workers. Kerri is also focused on identifying and addressing known and emerging health harms across the broader resources sector. She has more than 16 years' leadership experience in personal injury, rehabilitation and return to work services.

Chief Operating Officer | Robert Djukic

With a background in law and experience in regulatory frameworks, Rob commenced as Chief Operating Officer in 2017. Rob believes fairness is a core principle to protecting worker safety, health and being an effective regulator. During 2020–2021, Rob led the smooth transition to the new RSHQ operating model and welcomes ongoing opportunities to build RSHQ's capability as an expert regulator.

Chief Inspector, Coal Mines | Peter Newman

As Chief Inspector of Coal Mines since November 2019, Peter's previous experience includes executive roles in the private sector and senior roles in mine management, engineering and operations at underground and surface operations. His qualifications include a First Class Mine Managers Certificate (Qld & NSW), Honours Degree in Mining Engineering, Fellow of Australasian Institute of Mining and Metallurgy (AusIMM), and Member of the Australian Institute of Company Directors.

Chief Inspector, Mineral Mines & Quarries | Hermann Fasching

Hermann has over 40 years of experience in the resources industry, including the private and public sectors. He has led the inspectorate as Chief Inspector of Mines – Mineral Mines and Quarries since August 2019. Hermann's extensive experience is backed by qualifications that include a Diploma of Engineering and Diploma of Government Workplace Inspection. He is a Fellow of the Institute of Quarrying Australia, and a Certified Practicing Quarry Manager.

Chief Inspector, Petroleum & Gas | William (Bill) Date

As the Chief Inspector of Petroleum and Gas since July 2016, Bill is committed to zero serious harm in the petroleum and gas industry and to ensure that all workers get home safely at the end of every shift. Prior to this role, Bill served in the Australian Army for 38 years in regular and reserve service and worked in Queensland government regulation and engagement of the Coal Seam Gas (CSG) industry.

Chief Inspector, Explosives | Alex Mandl

After serving in the Australian Army as the Command Ammunition Technical Officer, Alex moved to the private sector to specialise in health, safety, environmental and quality management. As Chief Inspector of Explosives since 2018, Alex has focussed on improving explosives safety and security for both the resources industry and broader Queensland community.

Executive Director, Simtars | Nicolai (Nick) Ahlstrand

Nick has experience in both the public and private sectors, including project managing resources sector development projects. His qualifications include a Bachelor of Applied Science, Master of Business Administration and Graduate Certificate in International Relations. He has completed executive education at Columbia Business School, is a Graduate of the Australian Institute of Company Directors, a member of AusIMM and a Certified Practicing Project Director (AIPM).

Our divisions

Petroleum and Gas (PG) Inspectorate

The PG Inspectorate is responsible for administering safety and health legislation applying to petroleum and gas exploration, production and use under the *Petroleum and Gas (Production and Safety) Act 2004*. We focus on a range of compliance matters relating to serious harms, including drilling and workover rig safety, petroleum well integrity management, compliance with the code of practice for construction and abandonment of petroleum wells, pipelines integrity, biogas health risk assessments and gas device safety (household and commercial).

Our 26 inspectors are based in regional centres across Queensland, including Townsville, Rockhampton, Maroochydore, Dalby, Robina and Brisbane.

Coal Inspectorate

The Coal Inspectorate undertakes inspections and audits for compliance activities across the mines health and safety management systems in all Queensland underground, open cut coal mine, and exploration sites, administering the *Coal Mining Safety and Health Act 1999* and the *Coal Mining Safety and Health Regulation 2017*. We undertake investigations into serious accidents, high potential incidents, and complaints from coal mine workers into health and safety matters.

Our 27 inspectors and three investigation officers are based in Brisbane, Mackay, and Rockhampton.

Mineral Mines and Quarries (MMQ) Inspectorate

The MMQ Inspectorate is responsible for regulating compliance under legislation including the *Mining and Quarrying Safety and Health Act 1999* and the *Mining and Quarrying Safety and Health Regulation 2017* which involves conducting inspections, audits, and investigations at a diverse range of sites including large-scale mineral mining operations, quarries, and small-scale-mining such as opal mines. The MMQ sector in Queensland is diverse with operations and mines located throughout the state. The most distant and remote operation is a quarry on Badu Island in the Torres Strait, some 2,240 kilometres from Brisbane.

Our 20 inspectors are located across Queensland in regional centres including Townsville, Mt Isa, Atherton, Mackay, and Brisbane.

Explosives Inspectorate

The Explosives Inspectorate administers explosives legislation, under the *Explosives Act 1999* by conducting operational safety and security inspections, audits and investigations at a range of sites including mines and quarries, civil and construction blasting, distribution and transportation hubs, explosives factories and magazines, sea ports and airports, import/export businesses and fireworks displays.

Our licensing and ancillary functions include the issue of security clearances, new explosives licences, renewals, amendments, and activity notifications (e.g., blasting, import, export, fireworks), explosive product authorisations and providing information on explosives and fireworks safety.

Government Explosives Reserves are in Helidon, Bajool, Brookhill and Queerah, providing essential storage and distribution facilities to explosives stakeholders to enable them to support the resources industry, and other Queensland community infrastructure requirements including critical support to the Department of Defence.

Our 14 inspectors provide coverage across Queensland from five locations: Brisbane, Toowoomba, Mackay, Rockhampton, and Townsville.

Occupational Health and Hygiene (OHH) division

Based in Brisbane, our OHH division is focused on the occupational health of Queensland's resources workers by administering the Coal Mine Workers' Health Scheme, implementing mine dust lung disease reforms and facilitating the registration of medical providers to perform scheme functions. The OHH division works with the resources industry, stakeholders, and medical and research communities to develop and implement stronger prevention, detection and support programs for current and former mine and quarry workers.

Safety in Mines Testing and Research Station (Simtars)

Simtars is a world-leading centre for mining safety and health research, delivering complementary scientific, engineering and training services with a focus on the Queensland mining industry. We provide a suite of services on a commercial basis to support, educate and assist industry in meeting its obligations to protect and promote the safety and health of persons from risks associated with mining, quarrying, explosives and petroleum and gas. These include emergency mine support services, training, occupational hygiene monitoring and environmental monitoring, laboratory and analytical services, certification, and calibration services, testing and research services, and gas monitoring and analysis services.

RSHQ Corporate

The RSHQ Corporate team provides strategic and operational corporate and policy support to RSHQ that directly enables achievement of the agency's priorities and objectives. RSHQ Corporate comprises of teams with expertise in a range of corporate functions, including finance, legal, legislative policy, human resources, communication, digital and information systems and governance.

Government bodies

RSHQ has relationships with numerous government bodies—entities with decision-making powers established either by an Act of Parliament or by a decision of executive government. The following government bodies have functions or responsibilities relevant to RSHQ and are required to capture information requirements through their own annual reports:

- Board of Examiners
- Coal Mining Safety and Health Advisory Committee
- Mining Safety and Health Advisory Committee
- Office of the Commissioner for Resources Safety and Health

See [Appendix 1 – Related government bodies](#) for more information.

Part two – our performance

Our strategic objectives

In our first year of operation as an independent resources sector safety regulator, RSHQ embarked on a broad range of work across our legislated functions. This included the key projects summarised below, aligned to our strategic objectives.

1) *Providing effective risk-based safety and health regulation*

Improving incident reporting

During 2020–21, we continued to progress work relating to the findings and recommendations from the *Review of all fatal accidents in Queensland mines and quarries from 2000 to 2019*⁵ – a report issued by Dr Sean Brady in December 2019 (Brady Review). In particular, the Coal Inspectorate and the Mineral Mines and Quarries Inspectorate undertook initiatives to engage, communicate with and monitor respective industries with the goal of improving reporting of high potential incidents (HPIs), quality of investigations undertaken, and effectiveness of controls implemented.

To support this ongoing work, RSHQ established the Central Assessment and Performance Unit (CAPU) to provide key insights and data analysis on trending, industry insights and regulation effectiveness measures.

Risk-based inspections and audits

RSHQ continued to refine its risk-based approach to inspections and audits across Queensland in 2020–21, including these initiatives:

- Our PG Inspectorate designed and distributed communications and education initiatives focusing on the risk created through unlicensed gas work in cafes, food and beverage venues, and prioritised inspection of gas work undertaken by newly licensed gasfitters and those with a history of non-compliance.
- Our Explosives Inspectorate identified previously unknown risk profiles within the industry, including the discovery of abandoned magazines containing explosives. The resulting data collection and analysis led to the detection and awareness of emerging risks associated with new explosives initiation systems; development of a 2021–22 action program to reduce incidence of misfires and increased regulatory activity in the distribution and supply chain.

⁵ Guideline for respiratory health surveillance of workers in Queensland mineral mines and quarries
<https://www.rshq.qld.gov.au/resources/documents/occupational-health-and-hygiene/qgl02-guideline.pdf>

2) Being an exemplar, expert regulator

Grosvenor Mine

On 6 May 2020, a serious accident occurred at Grosvenor mine in Moranbah, in which five coal mine workers were seriously injured. The Queensland Coal Mining Board of Inquiry (Board of Inquiry) was established to determine the nature and cause of the serious accident, and to examine 40 methane exceedances (high potential incidents) that occurred between a period of time at Grosvenor and other identified mines. During 2020–21, RSHQ undertook significant work in line with our regulatory requirements, this was used to support the Board of Inquiry, including conducting investigations and providing a large body of evidence.

RSHQ also provided support to Grosvenor mine immediately following the accident (including 24 hour onsite technical support from the Simtars mobile gas lab, remote support, point cloud scene capture and regeneration, and technical evaluations) and assisted the process for re-entry to the mine. The nature and cause report for the explosion has resulted in multiple findings and recommendations for the coal industry. RSHQ continues to progress the recommendations made to it arising from the Board of Inquiry and its findings.

Contemporary regulatory framework

The Modernising Regulatory Enforcement and Strengthening Safety and Health Culture Project (M&S Project) was initiated, with the primary objective to progress legislative proposals that modernise regulatory enforcement and strengthen the safety and health culture of the resource sector.

Proposals will include responding to recommendations from independent reviews such as the Brady Review and the Board of Inquiry. RSHQ aims to release to stakeholders, a Consultation Regulatory Impact Statement in early 2022, envisaging amendments to legislation within the current term of parliament.

RSHQ also progressed amendment regulations to strengthen safety and health protections for resources workers, including improvements for methane gas management and requirements for explosion barriers in underground coal mines; lowering exposure limits for respirable coal dust and respirable crystalline silica in mines; introducing mandatory respiratory health surveillance for mineral mine and quarry workers; strengthening explosives security clearance requirements; and provisions to operationalise the gas device approval authority framework.

Streamlining and modernising capability

RSHQ progressed several initiatives to modernise its work, including paperless gas compliance certificates for gasfitters and a new on-line Explosives Security Clearance system with automated continuous monitoring links to security agencies. The system went live in early 2020 and in 2020–2021, 3,810 security clearances were processed. In the field, the process of regulatory compliance assurance for our Explosives inspectorate has been streamlined and made more efficient by the introduction of a cloud-based inspection and audit tool that enables inspectors to electronically record their work and automatically upload the results to our databases.

3) Promoting improved safety and health outcomes

ResHealth

We continued work to enable the early detection of occupational disease and other health risks so that those diagnosed can get help early, and to inform the effectiveness of industry controls. During 2020–21 RSHQ released ResHealth – a new electronic occupational health surveillance system – that allows coal mine workers, doctors, and employers to engage directly with an online platform to complete health assessments. ResHealth will continue to enhance RSHQ’s individual and group health surveillance by enabling easier access to quality health data and enhance health outcomes for current and former mine and quarry workers.

Mobile Health Unit

We partnered with Heart of Australia to deliver health assessment to remote and regional Queensland coal, mineral mine, and quarry workers, with the construction of the first-of-its-kind mobile health unit commencing in August 2020. The service will have the functionality to support the early detection of mine dust lung disease through chest X-ray screening, spirometry, and – where required - follow-up investigation using high-resolution computed tomography and complex lung function testing.

Safegas – real time gas monitoring solution

We delivered the Safegas V4 upgrade project, transitioning the Safegas platform from a Microsoft Access to SQL database at priority sites. Developed by Simtars over 25 years ago, Safegas continues to play a key part in the critical control of underground mining operations, through mines’ safety management systems and Simtars’ emergency response capability. The benefits to industry customers include a stabilised and scalable database, reduced technical support calls, increased data capture, and end-user efficiency gains in accuracy and time.

Fast figures: 2020-21

In March 2021, we released the RSHQ *Compliance and Enforcement Policy*⁶ – setting out the principles and practices that underpin our compliance and enforcement actions – critical to the prevention of serious harm to workers and affected communities. The policy provides guidance when determining a regulatory response, informed by the consideration of specific circumstances.

RSHQ conducts inspections, detailed audits and investigations of incidents and complaints. We use the findings from these activities to not only inform enforcement actions but to educate and support industry in meeting their obligations to protect workers' safety and health by publishing alerts, bulletins and reports and holding forums to share and promote safety information.

Each inspectorate has a compliance program that necessarily changes over time to reflect industry activities, safety and health performance and emerging risk. Below is a summary of information demonstrating the high volume and broad range of actions, engagement and consultation undertaken by RSHQ during 2020–21:

FAST FIGURES	INITIATIVES
Coal Inspectorate	
<ul style="list-style-type: none"> Conducted 528 inspections, with 14% of those inspections being unannounced Conducted 95 audits Issued 183 directives, including 28 directives to suspend operations and one licence and authority suspended Received 57 complaints – primarily around mine worker safety. Following investigations, 26 of these resulted in compliance actions. 	<ul style="list-style-type: none"> Initiation of monthly Coal incident Periodicals to industry Mine mechanical and electrical forums Diesel particulate forums Open cut examiner forums held in Moranbah, Emerald and Toowoomba Presentations and discussions in Site Senior Executive and Mine Managers Association of Australia forums Site Safety and Health Representatives conference presentations Co-presented RSHQ Industry Leaders webinar Recognised Standards development workshops.

⁶ RSHQ Compliance and Enforcement Policy <https://www.publications.qld.gov.au/dataset/compliance-and-enforcement-policy>

Mineral Mines and Quarries Inspectorate	
<ul style="list-style-type: none"> • Conducted 982 inspections, with 22% of those inspections being unannounced • Conducted 8 audits • Issued 256 directives, including 116 directives to suspend operations • Received 36 complaints – primarily around mine worker safety. Following investigations, 35 of these resulted in compliance actions. 	<ul style="list-style-type: none"> • Engagement with Transport and Main roads on the regulation of ‘borrow pits’ • Co-presented RSHQ Industry Leaders webinar • Letters from the Chief Inspector and Deputy Chief Inspector alerting industry to incidents in other jurisdictions and suppliers, safety, and health conferences and about changes to legislation • Issued five Safety Bulletins, three Safety Alerts and one Significant Incident to industry, along with 10 periodical publications for use by sites in raising awareness of incidents and hazards in the sector, between 1 July 2020 and 30 June 2021.
Petroleum & Gas Inspectorate	
<ul style="list-style-type: none"> • Conducted 1,207 inspections, with 29% of those inspections being unannounced • Conducted 78 audits • Issued 71 statutory notices, including 2 Dangerous Situation Directions. • Received 207 complaints. Following investigations, 68 of these resulted in compliance actions • Issued 2,178 licenses • 14 penalty infringement notices were issued. 	<ul style="list-style-type: none"> • 230 engagement activities with upstream and downstream gas industry • Six petroleum and gas stakeholder engagement committee meetings with the upstream and downstream gas industry • Co-presented RSHQ Industry Leaders Webinar • Engaged with the Queensland chapter of Gas Energy Australia, the Australian Petroleum Producer and Explorer’s Association • Hosted a safety roundtable with Queensland drilling and work over rig operators • Consulted with the other government partners including: <ul style="list-style-type: none"> ○ GasFields Commission of Queensland ○ Department of Environment and Science ○ Department of Resources ○ Department of State Development, Infrastructure, Local Government and Planning ○ Office of Industrial Relations.

Explosives Inspectorate	
<ul style="list-style-type: none"> Conducted 493 inspections, with 34% of those inspections being unannounced Conducted 25 audits Issued 57 directives, including 8 suspension of operations Received 164 complaints. Following investigations, none of these resulted in significant compliance actions 5,684 licenses were issued⁷, eight licenses were suspended or cancelled Three licence applications were refused to applicants who could not obtain Queensland Explosives Security Clearances, due to domestic violence related offences⁸ 24 Queensland Explosives Security Clearances refused due to domestic violence related offences (DVO). 	<ul style="list-style-type: none"> Actively engaged with stakeholders, communities to identify and address safety and health issues facing the resources industry such as the generation of blasting fume Co-presented RSHQ Industry Leaders Webinar Progressed revision of Queensland Fireworks Code of Practice through conducting activities including: <ul style="list-style-type: none"> survey of community attitude to public fireworks, receiving over 5,000 responses Fireworks advisory group consisting of industry representatives Queensland Explosives Forum, a public half day webinar with attendees from a broad range of explosives industry and blasting stakeholders.
Occupational Health and Hygiene	
<ul style="list-style-type: none"> Over 37,000 health assessment records received Over 16,000 requests for medical records processed 75 applications for free lung checks approved Over 500 audits of doctors and medical providers covering over 5,000 medical records 	<ul style="list-style-type: none"> Developed the Queensland Guideline 04 "Guideline for respiratory health surveillance of workers in Queensland mineral mines and quarries⁹" with input from industry Supported 156 individuals through the Mine Dust Health Support Service Co-presented RSHQ Industry Leaders Webinar Made two submissions to the National Dust Disease Taskforce

⁷ Includes new and renewed licences, and security clearances

⁸ Refusals due to current DVO during 2020–2021 included three licences for security clearance, comprised of two Explosives Driver Licences and one Shotfirer

⁹ Guideline for respiratory health surveillance of workers in Queensland mineral mines and quarries
<https://www.rshq.qld.gov.au/resources/documents/occupational-health-and-hygiene/qgl02-guideline.pdf>

<ul style="list-style-type: none"> • 11 complaints investigated • Seven compliance actions taken. 	<ul style="list-style-type: none"> • Engagements at conferences and stakeholder meetings included: <ul style="list-style-type: none"> ○ retired miners' associations in Ipswich and Rockhampton ○ safety and health representatives in Yeppoon ○ health and hygiene workers in Emerald • safety and health conference in Townsville • General Practitioner conference in Brisbane.
Simtars	
<p>Delivery of accredited and non-accredited programs:</p> <ul style="list-style-type: none"> • Ventilation Officer Coal [delivered to six people] • Ventilation Officer Met Mines [delivered to nine people] • On-line Senior Site Executive safety awareness training for small operations [delivered to 240 people] • On-line dust awareness accessible from website • Stone dusting [delivered to 254 people] • Brake testing [delivered to 329 people] • Monitoring respirable dust in mines [delivered to 55 people] • Simtars Computer Assisted Mine Gas Analysis System (Camgas) [delivered to 98 people]. 	<ul style="list-style-type: none"> • Eight Australian Coal Industry Research Program projects (ACARP) supported by external grant funding • One new project started in 2021, Australian Coal Industry Research Program C33012 Respirable Dust Reference Testing Method and Dust Chamber Facility for use by the Australian Coal Industry • Alliance agreement with the University of Queensland (UQ), Sustainable Minerals Institute, to undertake joint research initiatives • Safegas (Mine gas monitoring system) - Industry consultation paper circulated, and results collected from stakeholders to develop the new Version 5 roadmap and business case, commencing in 2021–22 • 2020 Level 1 Exercise (Recognised Standard 8 Conduct of Mine Emergency Exercises) chaired by Simtars' Executive Mining Engineer and conducted at Moranbah North in December 2020. The exercise involved 29 assessors, Queensland Mines Rescue Service, an industry safety and health representative from the Construction, Forestry, Mining and Energy Union, Sustainable Minerals Institute (UQ), Minerals Industry Safety and Health Centre, Office of the Commissioner for Resources Safety and Health, Coal inspectorate and six Queensland coal mines.

Looking forward

In 2021–22, RSHQ will strengthen its position as a data driven, risk-based regulator working to eliminate serious harms in the Queensland resources sector, including focusing on the following key priorities:

- **Continue analysis of safety risks across resource sectors to prioritise regulatory effort**
Implement a resources industry occupational health risk assessment (informed by baseline data and literature review and involving extensive stakeholder consultation) to review occupational health hazards and ensure RSHQ takes a risk-based, data driven strategic approach in prioritising regulation of health hazards and allocation of resources.
- **Continue implementing recommendations from the Brady Review and Board of Inquiry**
Improve the quality of high potential incident reporting, investigation, and control effectiveness and reduce the serious accident frequency rate in coal and mineral mines and quarries.
- **Improve guidance for industry**
Develop a Code of Practice for hydrogen fuel safety (petroleum and gas industry); a good practice guideline for the elimination of misfires in blasting (explosives industry), and continuing consultation on revisions to the Clinical Pathways Guideline and spirometry standards (mining and quarrying industry).
- **Continue to deliver a range of testing, engineering, scientific and training services to enhance industry safety and health outcomes**
Implement a Practicing Certificate Scheme for the mining industry, including continuing professional development of Certificate of Competency and Notice Holders.
- **Continue to roll out the ResHealth system**
Deliver system enhancements supporting doctors, workers, and employers in their online interactions, with the majority of doctors involved in coal mine worker health assessments registered on the system and a substantial number of health assessments being completed.
- **Progress the construction of a respirable dust chamber in collaboration with NIOSH (National Institute of Occupational Safety and Health) in the USA**
Develop a unique respirable dust testing facility for the Australian mining and allied industries, and an important verification and reference tool for regulators, original equipment manufacturers and researchers. This includes progressing the ACARP Research Project– *C33012 Respirable Dust Reference Testing Method and Dust Chamber Facility* to establish the methodology for the dust chamber as a reference tool for devices used in the industry.

Financial summary

The financial statements included in this annual report are the first set of financial records published for RSHQ.

Financial Performance 2020-21

For the financial year 2020-21, RSHQ recorded an operating surplus of \$4.031 million and retains a net assets position of \$84.633 million as at 30 June 2021.

Income

RSHQ's income is primarily sourced from regulatory fees paid by industry participants under legislation specific to the mining, quarrying, explosives and petroleum and gas industries.

Our income of \$86.157 million for 2020-21 included:

- \$60.389 million in regulatory fees
- \$12.326 million for the sale of goods and services
- \$8.874 in state government grants and contributions, primarily to fund the coal mining board of inquiry.

Other comprehensive income resulted from the revaluation of assets recording a net increase of \$4.613 million.

Expenses

RSHQ's expenditure of \$82.126 million is primarily related to the employee expenses of \$44.741 million for the 306 full time equivalents employed within the organisation. Other expenses included supplies and services of \$33.438 million and depreciation and amortisation of \$1.902 million.

Establishment of the RSHQ entity

RSHQ's assets and liabilities were transferred as a result of the Public Service Departmental Arrangements Notice (No.2) dated 18 June 2020, effective 1 July 2020.

Net assets of \$75.989 million were transferred in as contributed equity. In addition, cash of \$11.804 million was transferred on 11 December 2020 for annual leave and long service leave entitlements from the Queensland Government Central Scheme for the staff of RSHQ.

Financial Position as at 30 June 2021

Assets

RSHQ's current assets of \$53.655 million included cash, receivables and prepayments.

The property, plant and equipment and intangible asset portfolio was \$49.893 million at 30 June 2021, following a comprehensive valuation of the property assets.

Liabilities

RSHQ's liabilities of \$18.915 million are primarily employee benefits of \$12.767 million including annual leave and long service leave provisions for the employees of RSHQ. Other liabilities included \$5.780 million for accounts payable.

Part three: our governance

Our oversight

The role of the RSHQ Board is to provide strategic direction and support to enable delivery of the agency's strategic plan and government's policy priorities. In general terms, the RSHQ Board makes decisions and provides advice to the CEO in relation to corporate governance, strategic policy, strategic planning and alignment, financial management, performance management, service delivery and risk management.

In 2020–2021 the Board comprised the following members of the senior executive leadership team:

- Chief Executive Officer
- Chief Inspector, Petroleum & Gas
- Chief Inspector, Explosives
- Chief Inspector, Mineral Mines & Quarries
- Chief Inspector, Coal Mines
- Chief Operating Officer, Corporate
- Executive Director, Occupational Health & Hygiene
- Executive Director, SIMTARS.

The Board received updates from the following committees throughout 2020–2021:

People Committee (Chair Alex Mandl), which worked to:

- enhance RSHQ's work health and safety system
- support improvement in RSHQ's workforce capability
- assess and monitor RSHQ's organisational culture and values.

Regulatory Performance Committee (Chair Bill Date), which:

- released the 2021 RSHQ Compliance and Enforcement Policy
- commenced work on the contemporary measurement of regulatory effectiveness
- circulated the RSHQ Major Incident Response Plan (MIRP), outlining how RSHQ responds to serious incidents in industry or within RSHQ, for feedback.

Demand and Resource Committee (Chair Kerri Melkersson), which:

- supported the Board's consideration of key investment projects (operational and capital)
- developed investment profiling tools and other resources, to strengthen decision-making
- ensured high quality business cases underpin projects and activities with strategic alignment.

Risk management and accountability

Enterprise risk management

In RSHQ, enterprise risk management is the process effected by the Board and other officers, applied in a strategy setting, across the enterprise. Enterprise risk management provides a portfolio view of risk, assessing risk impact and mitigation that cuts across all RSHQ business units and functions.

RSHQ's Enterprise Risk Management Framework (ERMF), aligned to AS/NZS/ISO 31000:2009 Risk Management, sets out a process that aims to identify potential events that may negatively affect RSHQ and manage risk so that it remains within risk appetite. The process serves to provide assurance to the CEO regarding RSHQ achieving its strategic plan objectives. The Board has responsibility to assess enterprise risks and periodically monitor, review, communicate and consult on them. Business risks are managed by individual business units with oversight from the Board. The ERMF itself is reviewed at least every two years.

Internal audit function

RSHQ's internal audit function is provided by the Queensland Government Corporate Administration Agency with due regard to the Queensland Treasury's *Audit Committee Guidelines: Improving Accountability and Performance*. Internal audit services provided include:

- assisting in the development of strategic and annual audit programs
- scoping, coordination and undertaking of audits and operational reviews
- providing ongoing assistance to RSHQ management and the Board in their monitoring of risks and exposures.

No internal audits were undertaken in the 2020–2021 reporting period.

External scrutiny

Queensland Government agencies can be reviewed by various authorities and bodies, including the *Queensland Audit Office (QAO)*, parliamentary committees, board of inquiries, the Crime and Corruption Commissioner, the Queensland Ombudsman, and the Information Commissioner Queensland. No external reviews were undertaken during the 2020–21 period.

Information systems and recordkeeping

RSHQ operates and manages information systems and recordkeeping in accordance with the *Public Records Act 2002*, *Public Service Act 2008*, Queensland State Archives Records Governance Policy and in line with the *Queensland Government Enterprise Architecture (QGEA)* to support services, initiatives, and corporate operations.

We maintain information systems policies and frameworks, including an information system owner policy and framework and various system management procedures and standards during the lifecycle of information technology systems (including configuration, system maintenance, change management, release and deployment, and backup/recovery).

We use eDOCS as the corporate electronic document and records management system with documents held in file structures with appropriate security access according to the Information Security Policy. There have been no serious security breaches of this system. Our Records Management Framework is facilitated through six program streams: digital transition, digital continuity, capability and awareness, sustainable legacy records, appraisal and retention and recordkeeping governance. Our recordkeeping policies cover email, retention, and disposal (including digitalisation disposal).

During 2020–2021, key activities included:

- effecting separation of our records and document management from former Department of Natural Resources, Mines and Energy, including relocation of numerous physical records and reclassification of electronic records
- commencement of an information security capability and maturity review to 1) identify strategic assets within RSHQ and accurately classify data as per the Queensland Government Information Security Classification Framework and 2) to conduct a risk-based assessment of the suitability and applicability of the QGEA Information Security Policy IS:18 to RSHQ as a statutory body
- successful completion of a proof of concept to test MS Dynamics suitability against business strategy and requirements.

Right to information

The *Right to Information Act 2009* (Qld) (RTI Act) is the Queensland Government's approach to providing the community with access to information the government controls. RSHQ supports the principles of the RTI Act through operating in an open, transparent, and accountable manner while protecting the privacy of individuals. RSHQ provides access to information in accordance with the legislation, as well as publishing available information on the RSHQ website. During 2020–2021, RSHQ received 58 new requests for access to information in accordance with the RTI Act, which have been published on RSHQ's disclosure log.

Information privacy

Personal information held by RSHQ is managed in accordance with the requirements of the *Information Privacy Act 2009* (Qld) (the IP Act). Through its eleven Information Privacy Principles, the IP Act regulates how Queensland government agencies collect, store, use and disclose personal information. The IP Act also requires RSHQ to safeguard the personal information it holds and only disclose such information to the individual that the information relates to, or where consent has been provided or where required and authorised under law. During 2020–2021 there were three requests for personal information in accordance with the IP Act.

Ethics, integrity and human rights

Public sector ethics

RSHQ employees and contractors are expected to demonstrate high ethical standards and values in accordance with the Code of Conduct for the Queensland public service (the code), and the *Public Sector Ethics Act 1994*. All RSHQ employees and contractors complete mandatory training modules on the code, ethical decision making, fraud awareness and corruption prevention. Further information and resources about conduct and ethics is available and principles are incorporated into our frameworks.

Human rights

RSHQ is committed to respecting, protecting, and promoting human rights. Under the *Human Rights Act 2019*, the agency has an obligation to act and make decisions in a way that is compatible with human rights and, when making a decision, to give proper consideration to human rights. All RSHQ staff are required to complete the periodic mandatory online training session on human rights, including new staff through our induction program. Human rights implications are considered in our internal policies and operational frameworks, including management of general complaints, and human rights impact assessments conducted for new or amended legislation.

RSHQ recorded **no** Human Rights complaints for the year ended 30 June 2021.

Customer complaints

At RSHQ, we are committed to ensuring that our complaint management system is effective and provides consistent processes for:

- receiving, recording, responding to and reporting on complaints about the services, products or actions of the agency or its staff;
- analysing and identifying opportunities to improve service delivery; and
- promoting public confidence in RSHQ's actions and decisions by being open and transparent in the management of complaints.

In accordance with section 219A of the *Public Service Act 2008*, by 30 September, the Chief Executive Officer must publish, on the RSHQ website, data on customer complaints received by RSHQ for the financial year. The following table provides data on the total number of customer complaints received in RSHQ during the 2020-21 financial year.

Total customer complaints received by RSHQ in 2020–21	9
Total customer complaints received in 2020–21 with further action taken by RSHQ	1
Total customer complaints received in 2020–21 with no further action taken by RSHQ	8

Our people

Workforce profile

The Queensland public sector quarterly workforce profile (based on Minimum Obligatory Human Resources Information (MOHRI) data) showed:

- At the end of June 2021 period, RSHQ had 308.29¹⁰ full time equivalent (FTE) staff
- At the end of June 2021 period, RSHQ had a (12-month) separation* rate of 5.49%

*Excludes casuals and fixed term temporary employment arrangements

RSHQ employees by employment type as of 30 June 2021

	2020–21
Permanent	215.05
Fixed Term Contract	59.75
Temporary	31.97
Casual	1.52
Total FTE	308.29

Workforce gender split by headcount % as of 30 June 2021

Female	43.3%
Male	56.7%

¹⁰ Source: MOHRI FTE data for fortnight ending 18 June 2021. Please note, FTE total of 306 stated in the financial statements varies slightly with the workforce profile FTE total as it is based upon the fortnight ending 2 July 2021.

Our future-focused planning and strategies

Our approach to strategic workforce planning considers business, financial and enterprise risk management factors and purposefully aligns to our strategic priorities. We also adopt the Queensland public sector's diversity and inclusion strategy 2021–2025 and refer to the 10-year human capital outlook paper and three-year human capital strategic roadmap as additional frameworks to guide our local workforce planning.

Our approach supports building a contemporary workforce that demonstrates high levels of expertise, innovation, diversity, collaboration, and leadership. This includes awareness of and preparation for how automation and new technology may impact on current design of work and roles.

Performance management framework

We are committed to ensuring that our people are provided with the guidance, support, and structure to thrive in their roles. This includes proactive participation in ongoing regular conversations for performance and wellbeing in line with the positive performance management principles in *Directive 15/20 Positive Performance Management*.

New RSHQ starters are required to participate in a comprehensive online and site induction process to establish a good understanding of their obligations and responsibilities as public servants and RSHQ employees. Local inductions are undertaken with supervisors and follow an extensive checklist to ensure all important aspects of the role, workplace, organisation, and sector are explained and can be applied to the individual. It is through the induction and the performance development agreement discussions that relevant technical training is identified.

RSHQ's capability framework forms the basis of the performance development framework and role description for all employees. Our framework encompasses the leadership competencies for Queensland role-specific capabilities and technical professional requirements, which describe what highly effective, everyday leadership looks like in the public sector.

We have established resources, such as the online performance and development agreement, technical professional excellence training plans, and the Queensland government workforce commitment program (program). The program is completed as part of induction processes and an annual refresher is mandatory. For the 2020–2021 financial year, 99% of our people completed the program. Topics covered are:

- code of conduct and ethical decision making
- work health and safety
- information security
- fraud awareness
- corruption prevention
- recognise, respond, refer – domestic and family violence awareness.

A healthy, safe, and inclusive workplace

Safety and wellbeing

We are continually improving our approach to work health and safety, including identifying improvements to ensure our systems are effective in managing physical and psychological risks. Our wellbeing strategy takes an integrated approach to supporting a workplace where health, safety and wellbeing is promoted, prioritised and demonstrated. Through our onboarding processes, policies and annual refresher training, we equip our people with the knowledge and tools to embed a holistic approach to employee safety and wellbeing. These include:

- Flexible work practices (including managing the impacts of the COVID-19 pandemic for our people)
- Domestic and Family violence awareness, training and support
- Achieving re-accreditation as a White Ribbon organisation
- Mental wellbeing events such as promoting RUOK? Day
- Flu Vaccination program
- Identifying initiatives through analysing and responding to Working for Queensland survey results
- Ongoing reminders for conversations outside of the performance development cycle
- Financial coaching and advice
- Promotion of activities relating to Safe Work Month.

Through 2020–2021, RSHQ continued its partnership with Employee Assistance Program (EAP) provider Benestar. This benefit offers employees access to services in the areas of individual wellbeing, organisational performance, incident management, workforce wellness and support for employees affected by domestic and family violence. The EAP has introduced an identified counselling service for Aboriginal peoples and Torres Strait Islander peoples.

Diversity and inclusion

RSHQ is committed to creating a diverse workforce, representative of the community we serve, and workplaces where everyone feels safe, respected, and included. We support the Queensland Government's commitment to providing equal opportunities for women, people with disability, Aboriginal peoples and Torres Strait Islander peoples, culturally and linguistically diverse people, the LGBTIQ+ community, young and older people.

Integral to deliver on this commitment has been improvements to our attraction, recruitment and selection practices that support fair and transparent decisions, such as:

- advertising roles to allow our people to apply for new opportunities
- support hiring managers with providing effective and constructive feedback to applicants
- encouraging hiring managers to ensure the panel has a diverse representation
- partnering with suppliers who are committed to diversifying their recruitment channels.

Industrial and employee relations

RSHQ supports proactive engagement with employees that contributes to a healthier and productive workplace, through mechanisms such as the performance development agreement cycle, regular and ongoing performance discussions, Working for Queensland survey, policies that outline ways to raise grievances, consultation with the union on transformational changes and efforts of the People Committee.

Early retirement, redundancy, and retrenchment

No redundancy, early retirement or retrenchment packages were paid during the 2020–2021 period.

Open data

A number of annual reporting requirements are addressed through publication of information on the Queensland Government's Open Data Portal (data.qld.gov.au) instead of inclusion in the annual report.

No consultancies expenditure was incurred for the 2020-21 reporting year, and an overseas travel expenditure report was not required due to overseas travel not being undertaken by any RSHQ officers.

Part four - Financials

Financial statements

Independent auditor's report

Resources Safety and Health Queensland Consolidated Financial Statements

for the year ended 30 June 2021

Resources Safety and Health Queensland

Consolidated Financial Statements 2020-21

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Resources Safety and Health Queensland

Consolidated Statement of Comprehensive Income

For the year ended 30 June 2021

	Notes	2021 \$'000
Income from continuing operations		
User charges and fees	4.	77,023
Grants and other contributions	5.	8,874
Other revenue	6.	260
		<hr/>
Total income from continuing operations		86,157
		<hr/>
Expenses from continuing operations		
Employee expenses	7.	44,741
Supplies and services	8.	33,438
Depreciation and amortisation		1,902
Grants and subsidies	9.	459
Revaluation decrement		225
Other expenses	10.	1,361
		<hr/>
Total expenses from continuing operations		82,126
		<hr/>
Operating result from continuing operations		4,031
		<hr/>
Other comprehensive income		
Increase in asset revaluation surplus		4,613
		<hr/>
Total comprehensive income		8,644
		<hr/>

The accompanying notes form part of these statements.

Resources Safety and Health Queensland

Consolidated Balance Sheet

As at 30 June 2021

	Notes	2021 \$'000
Current assets		
Cash and cash equivalents	11.	51,107
Receivables	12.	1,850
Other current assets	13.	698
Total current assets		53,655
Non-current assets		
Property, plant and equipment	14.	46,687
Intangible assets	15.	3,206
Total non-current assets		49,893
Total assets		103,548
Current liabilities		
Payables	16.	5,780
Accrued employee benefits	17.	11,905
Other current liabilities	18.	367
Total current liabilities		18,053
Non-current liabilities		
Accrued employee benefits	17.	862
Total non-current liabilities		862
Total liabilities		18,915
Net assets		84,633
Equity		
Contributed equity		75,989
Asset revaluation surplus		4,613
Accumulated surplus		4,031
Total equity		84,633

The accompanying notes form part of these statements.

Resources Safety and Health Queensland

Consolidated Statement of Changes in Equity for the year ended 30 June 2021

	Contributed Equity	Asset Revaluation Surplus	Accumulated Surplus	TOTAL
	\$'000	\$'000	\$'000	\$'000
Balance as at 1 July 2020	-	-	-	-
Operating result				
Operating result from continuing operations	-	-	4,031	4,031
Other comprehensive income				
- Increase in asset revaluation surplus	-	4,613	-	4,613
Total comprehensive income	-	4,613	4,031	8,644
Transactions with owners as owners				
- Net transfers in from other Queensland Government Entities (Note 23)	75,989	-	-	75,989
Net transactions with owners as owners	75,989	-	-	75,989
Balance as at 30 June 2021	75,989	4,613	4,031	84,633

The accompanying notes form part of these statements.

Resources Safety and Health Queensland

Consolidated Statement of Cash Flows for the year ended 30 June 2021

	Notes	2021 \$'000
Cash flows from operating activities		
<i>Inflows:</i>		
User charges and fees		77,703
Grants and other contributions		8,874
GST collected from customers		1,433
GST input tax credits from ATO		3,211
Interest receipts		235
Other		561
<i>Outflows:</i>		
Employee expenses		(34,623)
Supplies and services		(29,390)
Grants and subsidies		(434)
GST paid to suppliers		(3,624)
GST remitted to ATO		(1,411)
Other		(625)
Net cash provided by operating activities		21,910
Cash flows from investing activities		
<i>Inflows:</i>		
Sales of property, plant and equipment		-
<i>Outflows:</i>		
Payments for property, plant and equipment		(2,274)
Payments for intangibles		(2,878)
Net cash used in investing activities		(5,152)
Cash flows from financing activities		
<i>Inflows:</i>		
Equity injections		34,349
Net cash provided by financing activities		34,349
Net increase in cash and cash equivalents		51,107
Cash and cash equivalents - opening balance		-
Cash and cash equivalents - closing balance	11.	51,107

The accompanying notes form part of these statements.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

Section 1: Agency objectives and activities

- Note 1: General information
- Note 2: Objectives and principal activities of Resources Safety and Health Queensland
- Note 3: Basis of financial statement preparation

Section 2: Notes about financial performance

- Note 4: User charges and fees
- Note 5: Grants and contributions
- Note 6: Other revenue
- Note 7: Employee expenses
- Note 8: Supplies and services
- Note 9: Grants and subsidies
- Note 10: Other expenses

Section 3: Notes about financial position

- Note 11: Cash and cash equivalents
- Note 12: Receivables
- Note 13: Other current assets
- Note 14: Property plant and equipment
- Note 15: Intangible assets
- Note 16: Payables
- Note 17: Accrued employee benefits
- Note 18: Other current liabilities

Section 4: Other disclosures

- Note 19: Commitments
- Note 20: Contingencies
- Note 21: Financial risk disclosures
- Note 22: Events after the balance date
- Note 23: Machinery-of-Government (MoG) changes
- Note 24: Consolidated and parent entity financial statements reconciliation
- Note 25: Key management personnel (KMP) disclosures
- Note 26: Related party transactions
- Note 27: Impact of future accounting standards not yet effective
- Note 28: Covid-19 Impacts

Section 5: Certification

Management Certificate

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

1. General information

These financial statements represent the financial statements for the consolidated entity of Resources Safety and Health Queensland (RSHQ), consisting of the parent entity, RSHQ, and its controlled entity, the Resources Safety and Health Queensland Employment Office (RSHQ-EO) together referred to as 'RSHQ'. The consolidated financial statements include the value of all assets, liabilities, equity, revenue and expenses of RSHQ.

RSHQ is an independent statutory body established under the *Resources Safety and Health Act 2020 (RSHQ Act)*. RSHQ's financial statements have been prepared as a consolidation of both entities. The balances and effects of transactions between the entities included in the consolidated financial statements have been eliminated.

2. Objectives and principal activities of Resources Safety and Health Queensland

RSHQ commenced on 1 July 2020 as a statutory body to regulate safety and health in the resources sector. The objective of RSHQ is to regulate, educate and assist industry in meeting its obligations to protect and promote the safety and health of persons from risks associated with mining, quarrying, explosives and petroleum and gas.

3. Basis of financial statement preparation

Compliance with prescribed requirements

RSHQ has prepared these financial statements in compliance with the Financial and Performance Management Standard 2019. The financial statements comply with Queensland Treasury's Minimum Reporting Requirements for reporting periods beginning on or after 1 July 2020.

RSHQ is a not-for-profit entity and these general purposes financial statements are prepared in compliance with the requirements of Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations applicable to not-for-profit entities.

These financial statements are prepared on an accrual basis (except for the Statement of Cash Flows which is prepared on a cash basis).

Presentation

Currency and rounding

Amounts included in the financial statements are in Australian dollars and have been rounded to the nearest \$1,000 or, where that amount is \$500 or less, to zero, unless disclosure of the full amount is specifically required.

Comparatives

As this is RSHQ's first year of operation, no prior year comparatives are available.

Current/Non-current classification

Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or RSHQ does not have an unconditional right to defer settlement to beyond 12 months after the reporting date. All other assets and liabilities are classified as non-current.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

3. Basis of Financial Statement Preparation (contd)

The reporting entity

This financial report is the consolidated statements for the RSHQ consolidated entity and does not separately disclose RSHQ's (as the parent entity) financial statements due to the immaterial differences between the consolidated and parent entity's financial statements. These differences are disclosed in Note 24.

The RSHQ-EO is a statutory body established under the RSHQ Act, and is controlled by RSHQ. The RSHQ-EO, through its employees, provides the skilled labour required to deliver the services provided by RSHQ.

The head office and principal place of business of RSHQ is Level 19, 275 George Street, Brisbane QLD 4000.

Basis of consolidation

RSHQ has adopted the principles outlined in AASB 10 *Consolidated Financial Statements* and AASB 12 *Disclosure of Interest in Other Entities*.

Basis of measurement

The historical cost convention is used as the measurement basis except for land, buildings, infrastructure and heritage and cultural assets which are measured at fair value and for provisions expected to be settled 12 or more months after reporting date which are measured at their present value.

Authorisation of financial statements for issue

The financial statements are authorised for issue by the RSHQ Board at the date of signing the Management Certificate.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

2021
\$'000

4. User charges and fees

Revenue from contracts with customers	
Sale of goods and services	12,326
Lease and rental revenues	2,552
Other user charges and fees	
Regulatory fees	60,389
Licences, permits and applications	1,736
Other sales	11
Registrations	8

Total

77,023

Accounting policies - Revenue from contracts with customers

Revenue from contracts with customers is recognised when RSHQ transfers control over a good or service to the customer. The following table provides information about the nature and timing of the satisfaction of performance obligations, significant payment terms, and revenue recognition for RSHQ's user charges revenue from contracts with customers.

Type of good or service	Nature and timing of satisfaction of performance obligations, including significant payment terms	Revenue recognition policies
Explosives reserves	RSHQ receives revenue for fees and lease arrangements with companies and government agencies on government explosives reserves in accordance with rates published in the Explosives Information Bulletin. Land leases are based on rates per square metre and magazine storage fees for explosives are charged at box rate in accordance with the Explosives Information Bulletin.	Lease revenue is recognised under the standard <i>AASB 16 Leases</i> on a straight-line basis over the life of the agreement. Revenue for contractual obligations is recognised under <i>AASB15 Revenue from Contracts with Customers</i> for storage on a straight-line basis over the contractual period and revenue for ad hoc services provided are recognised on completion.
Safety in Mines Testing & Research Station (Simtars) Fee for Service	Simtars receives revenue for the provision of services where the performance obligation is fulfilled on delivery including: <ul style="list-style-type: none"> - research and consulting - testing and calibration services - training and seminars - analytical services - occupational hygiene - emergency response Revenue is also received for support services over time including the provision of the SafeGas system to monitor and interpret data to stay compliant with regulations.	Revenue is recognised under <i>AASB15 Revenue from Contracts with Customers</i> on delivery or completion of services. Services over time such as Safegas support is recognised on a straight-line basis over the contractual period.

Disclosure - Lease revenue

RSHQ receives operating lease revenue which it recognises as income on a straight-line basis over the lease term. All leases are less than 12 months in duration.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

Accounting policies - Other user charges and fees

Revenue for other user charges and fees are accounted for under *AASB 1058 Income of Not-for-Profit Entities* on receipt of funding and the following table provides information about the nature and timing.

Type of charges and fees	Nature and timing	Revenue recognition policies
Safety and Health Fee	The Safety and Health Fee is revenue to RSHQ paid by industry participants under the Coal Mining Safety and Health Regulation 2017, the Mining and Quarrying Safety and Health Regulation 2017 the Explosives Regulation 2017 invoiced quarterly.	Fee revenue is recognised quarterly as invoiced under the standard <i>AASB 1058 Income of Not-for-Profit Entities</i> .
Petroleum and Gas Fee	The Petroleum and Gas Fee is revenue to RSHQ paid by industry participants under the Petroleum and Gas (Production and Safety) Regulation 2004 for the safety and health services provided by RSHQ to the petroleum and gas industries.	Fee revenue is recognised annually as invoiced under the standard <i>AASB 1058 Income of Not-for-Profit Entities</i> .
Licence fees	RSHQ receives revenue from the application and issue of gas licences.	Licencing revenue is recognised as invoiced under the standard <i>AASB 1058 Income of Not-for-Profit Entities</i> .

5. Grants and contributions	2021
	\$'000
Revenue from contracts with customers	
State government grants	8,048
Other grants and contributions	
Contributions from Government	826
Total	8,874

Accounting policy - Grants and contributions

Grants, contributions and donations revenue arise from non-exchange transactions where RSHQ does not directly give approximately equal value to the grantor.

Where the grant agreement is enforceable and contains sufficiently specific performance obligations for RSHQ to transfer goods or services to a third-party on the grantor's behalf, the transaction is accounted for under *AASB 15 Revenue from Contracts with Customers*. In this case, revenue is initially deferred (as a contract liability) and recognised as or when the performance obligations are satisfied.

Otherwise, the grant is accounted for under *AASB 1058 Income of Not-for-Profit Entities*, whereby revenue is recognised upon receipt of the grant funding.

Contributions of assets recognised from the government and other parties are recognised at fair value on the date of recognition in the Balance Sheet, with a corresponding amount of revenue recognised in the Statement of Comprehensive Income.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

Disclosure - Revenue from grants and other contributions

The following table provides information about the nature and timing of the satisfaction of performance obligations, significant payment terms, and revenue recognition for RSHQ's grants and contributions that are contracts with customers.

Type of grants and contributions	Nature and timing	Revenue recognition policies
Resources Safety and Health Queensland implementation	Funding provided by the former Department of Resources Mines and Energy to establish an independent regulator for worker safety and health in Queensland's resources industries, increase hygiene inspection and audit activities and establish mobile health unit.	Revenue is recognised as received under the standard <i>AASB 1058 Income of Not-for-Profit Entities</i> .
Coal Mine Workers' Health Scheme	Funding provided by the former Department of Resources Mines and Energy to embed reforms to the Coal Mine Workers' Health Scheme and other reforms to address resource worker health issues following the re-identification of Coal Workers' Pneumoconiosis in Queensland's mining sector.	Revenue is recognised as received under the standard <i>AASB 1058 Income of Not-for-Profit Entities</i> .
Queensland Coal Mining Board of Inquiry	Funding provided by the former Department of Resources Mines and Energy to establish a board to investigate the serious accident that occurred at Grosvenor mine on 6 May 2020 and various high potential incidents	Revenue is recognised as received under the standard <i>AASB 1058 Income of Not-for-Profit Entities</i> .

6. Other revenue	2021
	\$'000
Other interest	235
Sundry revenue	26
Total	260

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

7. Employee expenses	2021
	\$'000
Employee benefits	
Salaries and wages	30,893
Annual leave	3,268
Long service leave	1,026
Superannuation	4,180
Other employee benefits	2,075
Employee related expenses	
Payroll tax	1,859
Fringe benefits tax	351
Worker cover expense	217
Other employee related expenses	872
Total	44,741

The number of employees as at 30 June, including both full-time employees and part-time employees, is measured on a full-time equivalent basis.

	2021
	No.
Number of employees:	306

Accounting policies

Wages, salaries and sick leave

Wages and salaries due but unpaid at reporting date are recognised in the Balance Sheet at the current salary rates. As RSHQ expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at undiscounted amounts. As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

Annual leave and long service leave

Annual Leave and Long Service Leave are accrued based on award entitlements. Refer to Note 17.

Superannuation

Post-employment benefits for superannuation are provided through defined contribution (accumulation) plans or the Queensland Government's QSuper defined benefit plan as determined by the employee's conditions of employment.

Defined Contribution Plans - Contributions are made to eligible complying superannuation funds based on the rates specified in the relevant EBA or other conditions of employment. Contributions are expensed when they are paid or become payable following completion of the employee's service each pay period.

Defined Benefit Plan - The liability for defined benefits is held on a whole-of-government basis and reported in those financial statements pursuant to AASB 1049 *Whole of Government and General Government Sector Financial Reporting*. The amount of contributions for defined benefit plan obligations is based upon the rates determined by the Treasurer on the advice of the State Actuary. Contributions are paid by RSHQ at the specified rate following completion of the employee's service each pay period. RSHQ's obligations are limited to those contributions paid.

Key management personnel and remuneration disclosures are detailed in Note 25.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

	2021 \$'000
8. Supplies and services	
Contractors and consultants	13,734
Accommodation costs	5,074
Corporate service providers	4,469
Legal fees	2,444
Travel	2,037
Motor vehicle costs	1,796
Information and communication technology costs	1,061
Materials and consumables	837
Printing, postage and stationery	452
Minor plant and equipment	392
Other supplies and services	1,141
Total	33,438

Accounting policies - Property leases

The Department of Energy and Public Works (DEPW) provides RSHQ with access to office accommodation, employee housing and motor vehicles under government-wide frameworks. These arrangements are categorised as procurement of services rather than as leases as DEPW has substantive substitution rights over the assets. The related service expenses are included in Accommodation costs and Motor vehicle cost above.

9. Grants and subsidies	
Grants expense - Current	370
Contributions - other	64
Donations and gifts	25
Total	459

10. Other expenses	
Insurance premiums - QGIF	485
Impairment expense	433
Fines and forfeiture	146
Audit fees	(1) 141
Regulatory fees - licences and permits	92
Net losses from property, plant and equipment disposal	62
Other expenses	1
Total	1,361

Audit Fees

- (1) Total audit fees quoted by the Queensland Audit relating to the 2020-21 financial statements are \$0.140m. There are no non-audit services included in this amount.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

	2021 \$'000
11. Cash and cash equivalents	
Cash at bank	51,107
Total	51,107

Accounting policy

For the purposes of the Balance Sheet and the Statement of Cash Flows, cash assets include all cash and cheques receipted but not banked at 30 June as well as deposits held at call with financial institutions.

12. Receivables

Trade debtors	1,515
Accrued revenue	57
Less: Allowance for impairment loss	(251)
	1,320
GST receivable	522
Other receivable	9
Total	1,850

Accounting policy - Receivables

Receivables are measured at amortised cost which approximates their fair value at reporting date.

Trade debtors are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase/contract price. Settlement of these amounts is required within 30 days from invoice date.

Other debtors generally arise from transactions outside the usual operating activities of RSHQ and are recognised at their assessed values.

Accounting policy - Impairment of receivables

The collectability of receivables is assessed periodically with provision being made for expected credit losses. The loss allowance is estimated based on the probability and timing of potential defaults, and takes into account forecasts of future economic conditions as well as past events.

All known bad debts were written-off as at 30 June. Refer to Note 21 for RSHQ's credit risk management policies.

13. Other current assets

Prepayments	540
Inventories	158
Total	698

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

14. Property plant and equipment

Closing balances and reconciliation of carrying amount

	Land	Buildings	Heritage and cultural	Plant and equipment	Capital work in progress	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Gross	17,300	45,129	796	12,251	118	75,593
Less: Accumulated depreciation	-	(19,117)	(80)	(9,709)	-	(28,906)
Carrying amount at 30 June 2021	17,300	26,012	716	2,542	118	46,687

Represented by movement in carrying amount:

Carrying amount at 1 July 2020	-	-	-	-	-	-
Acquisitions	-	-	-	252	2,022	2,274
Transfers in from Queensland Government Entities	15,095	22,860	967	2,876	3	41,801
Disposals	-	(160)	-	(2)	-	(162)
Transfers between classes	-	1,858	-	49	(1,907)	-
Net revaluation increments/(decrements)	2,204	2,409	(225)	-	-	4,388
Depreciation	-	(954)	(25)	(633)	-	(1,613)
Carrying amount at 30 June 2021	17,300	26,012	716	2,542	118	46,688

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

14. Property plant and equipment (contd)

Accounting policy - recognition

Basis of capitalisation and recognition thresholds

Items of property, plant and equipment with a historical cost or other value equal to or exceeding the following thresholds in the year of acquisition are reported as property, plant and equipment in the following classes:

Buildings (including land improvements)	\$10,000
Land	\$1
Plant and equipment	\$5,000
Other (including heritage and cultural)	\$5,000

Items with a lesser value are expensed in the year of acquisition.

Expenditure on property, plant and equipment is capitalised where it is probable that the expenditure will produce future service potential for RSHQ. Subsequent expenditure is only added to an asset's carrying amount if it increases the service potential or useful life of that asset. Maintenance expenditure that merely restores original service potential (lost through ordinary wear and tear) is expensed.

Accounting policy - cost of acquisition

Historical cost is used for the initial recording of all property, plant and equipment acquisitions. Historical cost is determined as the value given as consideration and costs incidental to the acquisition (such as architects' fees and engineering design fees), plus all other costs incurred in getting the assets ready for use.

Where assets are received free of charge from another Queensland Government entity (whether as a result of a machinery-of government change or other involuntary transfer), the acquisition cost is recognised as the carrying amount in the books of the other entity immediately prior to the transfer.

Assets acquired at no cost or for nominal consideration, other than from another Queensland Government entity, are recognised at their fair value at date of acquisition.

Measurement using historical cost

Plant and equipment is measured at historical cost in accordance with Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. The carrying amounts for such plant and equipment is not materially different from their fair value.

Measurement using fair value

Accounting policy

Land, buildings and heritage and cultural assets are measured at fair value as required by Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. These assets are reported at their revalued amounts, being the fair value at the date of valuation, less any subsequent accumulated depreciation and subsequent accumulated impairment losses where applicable.

The cost of items acquired during the financial year has been judged by management of RSHQ to materially represent their fair value at the end of the reporting period.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

14. Plant and equipment (contd)

Accounting policy (contd)

Property, plant and equipment classes measured at fair value are revalued on an annual basis either by appraisals undertaken by an independent professional valuer or internal expert, or by the use of appropriate and relevant indices. For financial reporting purposes, the revaluation process is managed by a team in RSHQ Corporate, who determine the specific revaluation practices and procedures.

Use of specific appraisals

Revaluations using independent professional valuers or internal expert appraisals are undertaken at least once every five years. However, if a particular asset class experiences significant and volatile changes in fair value, that class is subject to specific appraisal in the reporting period, where practicable, regardless of the timing of the last specific appraisal.

The fair values reported by RSHQ are based on appropriate valuation techniques that maximise the use of available and relevant observable inputs and minimise the use of unobservable inputs. Materiality is considered in determining whether the difference between the carrying amount and the fair value of an asset is material (in which case revaluation is warranted).

Use of indices

Where assets have not been specifically appraised in the reporting period, their previous valuations are materially kept up-to-date via the application of relevant indices. RSHQ ensures that the application of such indices results in a valid estimation of the assets' fair values at reporting date. The State Valuation Service (SVS) supplies the indices used for the various types of assets. Such indices are either publicly available, or are derived from market information available to SVS. SVS provides assurance of their robustness, validity and appropriateness for application to the relevant assets. Indices used are also tested for reasonableness by applying the indices to a sample of assets, comparing the results to similar assets that have been valued by an independent professional valuer or internal expert, and analysing the trend of changes in values over time. Through this process, which is undertaken annually, management assesses and confirms the relevance and suitability of indices provided by SVS based on RSHQ's own particular circumstances.

Accounting for changes in fair value

Any revaluation increment arising on the revaluation of an asset is credited to the revaluation surplus of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation surplus relating to that asset class.

For assets revalued using a cost valuation approach (e.g. current replacement cost) - accumulated depreciation is adjusted to equal the difference between the gross amount and carrying amount, after taking into account accumulated impairment losses. This is generally referred to as the 'gross method'.

For assets revalued using a market or income-based valuation approach - accumulated depreciation and accumulated impairment losses are eliminated against the gross amount of the asset prior to restating for the revaluation. This is generally referred to as the 'net method'.

The cost of land and buildings acquired during the financial year has been judged by management to materially represent their fair value at the end of the reporting period.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

14. Plant and equipment (contd)

Accounting policy - depreciation expense

Property, plant and equipment is depreciated on a straight-line basis so as to allocate the net cost or revalued amount of each asset, less any estimated residual value, progressively over its estimated useful life to RSHQ.

Land is not depreciated as it has an unlimited useful life.

Key judgement: Straight line depreciation is used as that is consistent with the even consumption of service potential of these assets over their useful life to RSHQ.

Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to RSHQ.

Assets under construction (work-in-progress) are not depreciated until construction is complete and the asset is put to use or is ready for its intended use, whichever is the earlier. These assets are then reclassified to the relevant class within property, plant and equipment.

Major spares purchased specifically for particular assets are capitalised and depreciated on the same basis as the asset to which they relate.

For RSHQ's depreciable assets, the estimated amount to be received on disposal at the end of their useful life (residual value) is determined to be zero.

Depreciation rates

Depreciation rates for each class of depreciable asset:

<u>Class</u>	<u>Useful life</u>
Buildings	2 to 81 years
Plant and Equipment	1 to 40 years
Heritage and Cultural	40 years

Impairment

Indicators of impairment and determining recoverable amount

All property, plant and equipment assets are assessed for indicators of impairment on an annual basis or, where the asset is measured at fair value, for indicators of a change in fair value/service potential since the last valuation was completed. Where indicators of a material change in fair value or service potential since the last valuation arise, the asset is revalued at the reporting date under AASB 13 *Fair Value Measurement*. If an indicator of possible impairment exists, RSHQ determines the asset's recoverable amount under AASB 136 *Impairment of Assets*. Recoverable amount is equal to the higher of the fair value less costs of disposal and the asset's value in use.

For all other remaining assets measured at cost, and assets within the economic entity held for the generation of cash flows recoverable amount is equal to the higher of the fair value less costs of disposal and the asset's value in use.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

14. Plant and Equipment (contd)

Impairment (contd)

Recognising impairment losses

For assets measured at fair value, the impairment loss is treated as a revaluation decrease and offset against the revaluation surplus of the relevant class to the extent available. Where no revaluation surplus is available in respect of the class of asset, the loss is expensed in the statement of comprehensive income as a revaluation decrement.

For assets measured at cost, an impairment loss is recognised immediately in the statement of comprehensive income.

Reversal of impairment losses

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years.

For assets measured at fair value, to the extent the original decrease was expensed through the statement of comprehensive income, the reversal is recognised in income, otherwise the reversal is treated as a revaluation increase for the class of asset through revaluation surplus.

For assets measured at cost, impairment losses are reversed through income.

15. Intangible assets

	Computer Software	Software work in progress	Total
	\$'000	\$'000	\$'000
Gross	3,996	975	4,971
Less: Accumulated depreciation	(1,765)	-	(1,765)
Carrying amount at 30 June 2021	2,231	975	3,206
<i>Represented by movement in carrying amount:</i>			
Carrying amount at 1 July 2020	-	-	-
Acquisitions	-	2,878	2,878
Transfers in from Queensland Government Entities	619	497	1,116
Disposals	(1)	-	(1)
Transfers between classes	1,903	(1,903)	-
Impairment losses recognised	-	(497)	(497)
Amortisation	(290)	-	(290)
Carrying amount at 30 June 2021	2,231	975	3,206

15. Intangible Assets (contd)

Accounting policy - recognition and measurement

Intangible assets of RSHQ comprise of purchased software and internally developed software. Intangible assets with a historical cost or other value equal to or greater than \$100,000 are recognised in the financial statements. Items with a lesser value are expensed. Any training costs are expensed as incurred.

There is no active market for any of RSHQ's intangible assets. As such, the assets are recognised and carried at historical cost less accumulated amortisation and accumulated impairment losses.

Expenditure on research activities relating to internally-generated intangible assets is recognised as an expense in the period in which it is incurred.

Costs associated with the internal development of computer software are capitalised and amortised under the amortisation policy below.

Accounting policy - amortisation expense

All intangible assets of RSHQ have finite useful lives and are amortised on a straight line basis over their estimated useful life to RSHQ. Straight line amortisation is used reflecting the expected consumption of economic benefits on a progressive basis over the intangible's useful life. The residual value of all RSHQ's intangible assets is zero.

Useful life

Key Estimate : For each class of intangible asset the following amortisation rates are used:

<i>Intangible asset</i>	<i>Useful life</i>
Computer Software	2 to 10 years

Accounting policy - impairment

All intangible assets are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, RSHQ determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

Intangible assets are principally assessed for impairment by reference to the actual and expected continuing use of the asset by RSHQ, including discontinuing the use of the software. Recoverable amount is determined as the higher of the asset's fair value less costs to sell and its value-in-use.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

	2021 \$'000
16. Payables	
Current	
Trade creditors	2,199
Accrued expenses	3,283
Taxes, fees and fines payable	141
Other creditors	157
	<hr/>
Total	5,780
	<hr/>
Accounting policy - payables	
Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the nominal amount i.e. agreed purchase/contract price, gross of applicable trade and other discounts. Amounts owing are unsecured.	
17. Accrued employee benefits	
Current	
Salaries and wages outstanding	317
Annual leave provision	4,263
Long service leave provision	7,060
Other accrued employee benefits	266
	<hr/>
Total current	11,905
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Non-current	
Long service leave provision	862
	<hr/>
Total non-current	862
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Total	12,767
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Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

Accounting policy - accrued employee benefits

Annual leave provision is short-term employee benefits that represent present obligations resulting from employees' services provided up to the reporting date and are calculated at undiscounted amounts based on remuneration wage and salary rates that RSHQ expects to pay as at the reporting date, including applicable related on-costs.

Long service leave employee entitlements are not expected to be settled wholly within 12 months after the end of the period in which the employees render the related service. These obligations are therefore measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period. Expected future payments are estimated including wage growth are discounted using government bond rates and remeasurements are recognised in profit or loss. The obligations are presented as current liabilities in the balance sheet where there is not an unconditional right to defer settlement for at least 12 months after the reporting period, regardless of when the actual settlement is expected to occur

Superannuation contributions by RSHQ are made to an employee contribution scheme and to other funds on behalf of its employees. Contributions are expensed in the period in which they are paid or payable. RSHQ has no obligation to cover any shortfall in any of the funds' obligations to provide benefits to employees on retirement. Therefore, no liability is recognised for accruing superannuation benefits in RSHQ's financial statements, the liability being held on a whole-of-government basis and reported in those financial statements pursuant to *AASB 1049 Whole of Government and General Government Sector Financial Reporting*.

18. Other current liabilities

Unearned revenue (contract liabilities)	367
Total	367

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

19. Commitments

Commitments at reporting date (inclusive of non-recoverable GST input tax credits) are payable as follows:

	2021 \$'000
Capital expenditure commitments	
Property, plant & equipment	
Not later than 1 year	303
Later than 1 year but not later than 5 years	-
Later than 5 years	-
	303
Intangibles	
Not later than 1 year	894
Later than 1 year but not later than 5 years	-
Later than 5 years	-
	894
Other commitments	
Not later than 1 year	562
Later than 1 year but not later than 5 years	400
Later than 5 years	-
	962

20. Contingencies

Litigation in progress

The following claims against RSHQ were filed in the courts or lodged:

	2021 Number of cases
Industrial Magistrates Court	12
Queensland Industrial Relations Commission	1
Industrial Court	1
High Court	1
QCAT	3
Total	18

At reporting date, it is not possible to estimate any probable outcome of these claims or any financial effect. RSHQ are aware of matters which are not yet subject to court action. These cases may or may not result in subsequent litigation.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

20. Contingencies (contd)

Disclosure - Financial Guarantees

A bank guarantee was provided in 2018 on behalf of DNRME by the Commonwealth Bank of Australia to the State Bank of India on behalf of the Indian Institute of Technology, in respect of a performance guarantee on a contract to install a micro gas chromatograph and laboratory equipment to that entity from the former DNRME. The amount guaranteed is AUD \$120,018 and expires 30 June 2024. The majority of the contract has been completed with the final installation having been delayed due to COVID restrictions. RSHQ does not expect that the guarantee will be called upon and expects that the contract will be finalised by January 2022.

21. Financial risk disclosures

(a) Financial instrument categories

Financial assets and financial liabilities are recognised in the statement of financial position when RSHQ becomes party to the contractual provisions of the financial instrument. RSHQ has the following categories of financial assets and financial liabilities:

		2021
Financial assets	Note	\$'000
Cash and cash equivalents	11.	51,107
Financial assets at amortised cost:		
<i>Receivables</i>	12.	1,850
Total financial assets		52,957
Financial liabilities		
Financial liabilities at amortised cost:		
<i>Payables</i>	16.	5,780
Total financial liabilities at amortised cost		5,780

No financial assets and financial liabilities have been offset and presented net in the Balance Sheet

22. Events after the balance date

There were no significant events occurring after the balance date.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

23. Machinery-of-Government (MoG) changes

Details of transfer

RSHQ was established as a Statutory Body under the RSHQ Act. Assets and liabilities transferred in related to the Resources Safety and Health (RSH) Division of the former Department of Natural Resources, Mines and Energy (DNRME) at their carrying values recorded in the audited financial statements as at 30 June 2020. The transfer includes DNRME assets and liabilities relating to the RSH Division, the employees of RSH Division and related employee benefits.

Basis of transfer

Public Service Departmental Arrangements Notice (No.2) dated 18 June 2020.

Date of transfer Effective from 1 July 2020

The assets and liabilities transferred as a result of this change were as follows:

Assets	\$'000
Cash and cash equivalents	34,349
Receivables	2,583
Inventories	42
Other current assets	102
Property, plant and equipment	41,801
Intangibles	1,116
Total	79,992
Liabilities	
Payables	1,893
Accrued employee benefits	1,916
Other current liabilities	194
Total	4,003
Net Assets	75,989

The increase in assets of \$75.989 million has been accounted for as an increase in contributed equity as disclosed in the statement of changes in equity.

Cash of \$11.804 million was transferred on 11 December 2020 for annual leave and long service leave entitlements from the Queensland Government Central Scheme for the staff of Resources Safety and Health Queensland.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

24. Consolidated and parent entity financial statements reconciliation

<u>Statement of Comprehensive Income</u>	2021	2021	2021	2021
	Consolidated	Eliminations	RSHQ	RSHQ Employment Office
	RSHQ			
	\$'000	\$'000	\$'000	\$'000
Revenue				
Labour recoveries	-	(42,130)	-	42,130
User charges and fees	77,023	-	77,012	11
Other revenue	260	-	260	1
Expenses				
Employee expenses	44,741	-	2,642	42,099
Supplies and services	33,438	-	33,410	27
Grants and subsidies	459	(42,130)	42,589	-
Other expenses	1,361	-	1,346	15

The difference between the consolidated financial statements and RSHQ represents the employee expenses of RSHQ employees and associated costs. All employees are engaged by the RSHQ-EO except the Chief Executive Officer and the Commissioner, Resources Safety and Health who are employed by RSHQ under the *RSHQ Act*.

Balance Sheet

Current Assets

Cash and cash equivalents	51,107	-	38,817	12,290
Receivables	1,850	-	1,842	9
Other current assets	698	-	298	400

Current Liabilities

Payables	5,780	-	5,694	86
Accrued employee benefits	11,905	-	81	11,824

Non-Current Liabilities

Accrued employee benefits	862	-	74	788
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The difference of \$12.290 million between cash and cash equivalents on the consolidated financial statements and RSHQ represents cash balances related to employee entitlements balances.

The difference of \$12.699 million between accrued employee benefits on the consolidated financial statements and RSHQ includes \$7.845 million for employees long service leave entitlement and \$4.424 million for annual leave entitlements for the RSHQ-EO.

Statement of Cash Flows

Outflows

Employee expenses	(34,623)	41,502	(34,623)	(41,502)
Supplies and services	(29,390)	-	(29,378)	(12)
GST paid to suppliers	(3,624)	-	(3,594)	(30)
GST remitted to ATO	(1,411)	-	(1,395)	(16)
Other outflows	(625)	-	(610)	(15)

The difference of \$41.502 million between payments to employees in the consolidated cash flow and RSHQ-EO is the employee related costs including salaries and on-costs made to employees.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

25. Key management personnel (KMP) disclosures

Details of key management personnel

The following details for non-Ministerial key management personnel reflect those positions that had authority and responsibility for planning, directing and controlling the activities of RSHQ during 2020-21. Further information on these positions can be found in the body of the Annual Report under the section relating to Executive Management.

Position	Position Responsibility
Chief Executive Officer	The role of the Chief Executive Officer is to strategically lead and manage RSHQ to deliver its functions. The position is also the Executive Officer of the RSHQ - Employing Office.
Chief Operating Officer	The Chief Operating Officer as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the delivery of policy and corporate support services including finance, communication and media, human resources, legal, reporting and compliance support.
Chief Inspector, Coal Mines	The Chief Inspector Coal Mines as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the Coal inspectorate which conducts inspections, audits, and investigations at underground and open-cut sites.
Chief Inspector, Mineral Mines & Quarries	The Chief Inspector Mineral Mines and Quarries as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the MMQ Inspectorate which conducts inspections, audits, and investigations at a diverse range of sites.
Chief Inspector, Petroleum & Gas	The Chief Inspector Petroleum and Gas as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the Petroleum & Gas Inspectorate which conducts inspections, audits, and investigations at a range of sites that include household and commercial gas installations, distribution networks (downstream), and extraction and production sites such as natural gas wells and pipelines.
Chief Inspector, Explosives	The Chief Inspector Explosives as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the Explosives Inspectorate which conducts safety and security inspections, audits, and investigations.
Executive Director, Simtars	The Executive Director Simtars as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the Safety in Mines Testing & Research Station (Simtars) which supports Queensland's resources industries with research, testing, engineering, scientific and training services to enhance safety and health outcomes.
Executive Director, Occupational Health & Hygiene	The Executive Director, Occupational Health & Hygiene as a member of the RSHQ Board is responsible for the agency's overall strategy, performance and culture as well as leading the Occupational Health & Hygiene division which is focused on the occupational health of Queensland's resources workers.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

25. Key management personnel (KMP) disclosures (contd)

KMP remuneration policies

Ministerial remuneration entitlements are outlined in the Legislative Assembly of Queensland's Members' Remuneration Handbook. RSHQ does not bear any cost of remuneration of Ministers. The majority of Ministerial entitlements are paid by the Legislative Assembly, with the remaining entitlements being provided by Ministerial Services Branch within RSHQ of the Premier and Cabinet. As all Ministers are reported as KMP of the Queensland Government, aggregate remuneration expenses for all Ministers is disclosed in the Queensland General Government and Whole of Government Consolidated Financial Statements, which are published as part of Queensland Treasury's Report on State Finances.

Remuneration and other terms of employment for RSHQ's other key management personnel are specified in employment contracts. The contracts provide for the provision of performance-related cash payments and other benefits including motor vehicles. Remuneration expenses for these key management personnel comprises the following components:

Short term employee expenses, including:

- salaries, allowances and leave entitlements earned and expensed for the entire year, or for that part of the year during which the employee occupied the specified position and
- non-monetary benefits - consisting of provision of vehicle together with fringe benefits tax applicable to the benefit.

Long term employee expenses - long service leave entitlements earned and expensed for the entire year, or for that part of the year during which the employee occupied the specified position.

Post-employment expenses - include amounts expensed in respect of employer superannuation obligations.

Termination benefits - include payments in lieu of notice on termination and other lump sum separation entitlements (excluding annual and long service leave entitlements) payable on termination of employment or acceptance of an offer of termination of employment.

Performance Payments

No performance payments were made to the key management personnel of RSHQ.

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

25. Key management personnel (KMP) disclosures (contd)

Remuneration expenses

The following disclosures focus on the expenses incurred by RSHQ during the respective reporting periods that is attributable to key management positions. Therefore, the amounts disclosed reflect expenses recognised in the Statement of Comprehensive Income.

2020-21

Position	Short Term Employee Expenses		Long Term Employee Expenses	Post-Employment Expenses	Termination Benefits	Total Expenses
	Monetary Expenses \$'000	Non-Monetary \$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Officer	286	-	9	35	-	330
Chief Operating Officer	205	-	6	22	-	233
Chief Inspector, Coal Mines	276	3	8	28	-	315
Chief Inspector, Mineral Mines & Quarries	257	-	8	27	-	292
Chief Inspector, Petroleum & Gas	206	4	6	22	-	238
Chief Inspector, Explosives	237	2	7	24	-	270
Executive Director, Simtars	204	-	6	22	-	232
Executive Director, Occupational Health & Hygiene	186	-	6	19	-	210
Total Remuneration	1,857	9	56	199	-	2,121

Resources Safety and Health Queensland

Notes to the Consolidated Financial Statements for the year ended 30 June 2021

26. Related party transactions

Transactions with people/entities related to KMP

There were no transactions with people or entities related to our KMP.

Transactions with other Queensland Government-controlled entities

RSHQ received funding from the Department of Resources for limited life projects (refer note 5 - State government grants).

RSHQ transacts with various Queensland Government agencies on a fee for service basis including:

- Department of Agriculture and Fisheries (DAF) for information and communication technology services (refer note 8 - Information and communication technology costs & corporate service providers)
- Department of Energy and Public Works for accommodation services, building and asset services (QBuild) and vehicle services (Q-Fleet), (Queensland Shared Services) for telecommunications and Corporate Administration Agency (CAA) for operational services such as accounts payable and receivable, payroll management, taxation (refer note 8 - Accommodation costs, corporate service providers, information and communication technology costs & motor vehicles costs).
- Department of Communities, Housing and Digital Economy for maintenance services (refer note 8 - Accommodation costs)
- Department of Transport and Main Roads (RoadTek) for road upgrades (refer note 14 - Acquisitions)
- Office of Industrial Relations for legal services (refer note 8 - Corporate service providers)

27. Impact of future accounting standards not yet effective

AASB 1060 General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities will be effective for reporting period beginning on or after 1 July 2021. This standard introduces the 'Simplified Disclosures' framework for Tier 2 entities that will replace the current 'Reduced Disclosure Requirements' (RDR) framework.

AASB 1060 applies to entities preparing Tier 2 general purpose financial statements under AASB 1053 Application of Tiers of Australian Accounting Standards. Under FRR 2A.5 RSHQ has been assessed to be a not-for-profit which permits Queensland Government agencies to apply Tier 2 reporting requirements. Specific requirements under AASB 1060 include whether an entity considers they are a going concern and disclose the basis on which this assessment has been made. RSHQ will assess all changes required by the application AASB 1060 and in accordance with guidance provided by Queensland Treasury regarding implementation. The standard will not have a material impact on recognition or measurement, but will result in a different presentation of the financial report.

All other Australian accounting standards and interpretations with future effective dates are either not applicable to the RSHQ's activities or have no material impact on the organisation.

The IFRS Interpretation Committee (IFRIC) issued an Agenda Decision on April 2021 on the Configuration or Customisation Costs in a Cloud Computing Arrangement. Queensland Treasury is currently reviewing the implications of the Agenda Decision and have undertaken to update their Financial Reporting Requirements in the 2021-22 reporting year. Agencies subject to the Financial Reporting Requirements do not have to apply the decision this year. RSHQ have undertaken an indicative review of the Agenda Decision and does not expect it to have a material impact on the RSHQ financial statements in future years.

28. Covid-19 Impacts

The impact of Covid-19 has been considered in the following areas -

- Receivables - RSHQ clients are not considered to be susceptible to the impacts of Covid-19, affecting their ability to make payment of their accounts as and when they fall due
- Fair Value of Assets - As RSHQ's property assets are predominantly specialised buildings on reserve land, management has assessed that a significant change in value did not occur for the year ending 30 June 2021.

No policy or process has been implemented within RSHQ as a result of Covid-19 which has had any material financial impact on RSHQ.

**Management Certificate
for Resource Safety and Health Queensland (RSHQ)**

These general purpose financial statements have been prepared pursuant to section 62(1) of the *Financial Accountability Act 2009* (the Act), section 39 of the *Financial and Performance Management Standard 2019* and other prescribed requirements. In accordance with section 62(1)(b) of the Act we certify that in our opinion:

- (a) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- (b) the financial statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of RSHQ for the financial year ended 30 June 2021 and of the financial position of RSHQ at the end of that year; and

We acknowledge responsibility under section 7 and section 11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the reporting period.



Mark Stone
Chief Executive Officer

Date: 19 AUG 2021



Robert Djukic
Chief Operating Officer

Date: 19 August 2021

INDEPENDENT AUDITOR'S REPORT

To the Board of Resources Safety and Health Queensland

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Resources Safety and Health Queensland and its controlled entity (the group).

In my opinion, the financial report:

- a) gives a true and fair view of the group's financial position as at 30 June 2021 and their financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards – Reduced Disclosure Requirements.

The financial report comprises the consolidated balance sheet as at 30 June 2021, the consolidated statement of comprehensive income, consolidated statement of changes in equity and consolidated statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the management certificate.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the group in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the entity for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards – Reduced Disclosure Requirements, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the group's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the group or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances. This is not done for the purpose of expressing an opinion on the effectiveness of the entity's internal controls, but allows me to express an opinion on compliance with prescribed requirements.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the group.
- Conclude on the appropriateness of the group's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the group's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the group to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the audit of the group. I remain solely responsible for my audit opinion.

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Statement

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2021:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.



Irshaad Asim
as delegate of the Auditor-General

20 August 2021

Queensland Audit Office
Brisbane

Appendix 1 – Related government bodies

Board of Examiners (BoE), Chairperson Peter Newman

(Coal Mining Safety & Health Act 1999 and Mining & Quarrying Safety & Health Act 1999)

The BoE was established under *The Mining Act of 1898 (Queensland)*. BoE's activities contribute to securing the safety and health of workers in surface and underground mines and supporting industry by endeavouring to ensure only qualified and competent people are entrusted with key mining roles which, if not competently performed, could contribute to injury and loss of life, potentially on a large scale. BoE grants Certificates of Competency to persons assessed as being appropriately qualified to fill a range of statutory mine management positions in the coal and metalliferous mining industries.

The *Coal Mining Safety and Health Act 1999* and the *Mining and Quarrying Safety and Health Act 1999* set out the functions of BoE including:

- deciding the competencies necessary for Certificates of Competency holders
- assessing applicants, or have applicants assessed, for Certificates of Competency
- grant Certificates of Competency to persons who have demonstrated the appropriate competencies necessary
- ensure the competencies under the Acts are consistent with those required by other states for the holders of Certificates of Competency
- issue notices (Site Senior Executive notices) to persons who have demonstrated the safety and health competencies recognised by the committee under section 76, required to perform the duties of a Site Senior Executive for a coal mine
- perform other functions given to the Board under the Acts.

Certificates of Competency are mandatory for statutory positions defined in these Acts. Certificates issued by BoE in 2020–21 were:

- First Class Mine Manager's Certificate of Competency (Underground Metalliferous Mines)
- First Class Mine Manager's Certificate of Competency (Underground Coal Mines)
- Second Class Mine Manager's Certificate of Competency (Underground Coal Mines)
- Deputy's Certificate of Competency (Underground Coal Mines)
- Open Cut Examiner's Certificate of Competency (Coal Mines)
- Ventilation Officer (Coal Mines).

BoE also granted applications for mutual recognition of interstate Certificates of Competency under the *Mutual Recognition Act 1992*, to suitably qualified candidates who passed a written examination on Queensland mining law.

BoE also issued Site Senior Executive notices to persons who demonstrated their knowledge of the *Coal Mining and Safety Health Act 1999* by undertaking a written mining law examination. Following legislative changes in 2018, the Board now also issues Mineral Mine and Quarrying Site Senior Executive notices, for sites employing over 10 persons, upon assessment as eligible.

Coal Mine Safety and Health Advisory Committee (CMSHAC) Chairperson

Commissioner Kate du Preez

CMSHAC was established under part 6 of the *Coal Mining Safety and Health Act 1999*. The advisory committee is a three-party body formed to provide advice to the Minister on coal mining safety and health and is an integral part of the governance arrangements that are in place to manage safety and health in the industry and to ensure coal mine workers arrive home safe and healthy every day.

CMSHAC meets on a quarterly basis and the membership is made up of representatives from RSHQ, coal mine workers and operators from the Electrical Trades Union, Construction, Forestry, Maritime, Mining and Energy Union and the Queensland Resources Council.

Mining Safety and Health Advisory Committee (MSHAC) Chairperson

Commissioner Kate du Preez

MSHAC was established under part 6 of the *Mining and Quarrying Safety and Health Act 1999*. The advisory committee is a three-party body formed to provide advice to the Minister on mineral mining and quarrying safety and health and is an integral part of the governance arrangements that are in place to manage safety and health in the industry and to ensure mine and quarry workers arrive home safe and healthy every day.

MSHAC meets on a quarterly basis and its membership is composed of Queensland Government representatives from RSHQ, coal mine workers from the Australian Workers' Union, and the Australian Manufacturing Workers' Union, mine operators from the Queensland Resources Council, and a quarry operator from Cement, Concrete and Aggregates Australia.

Glossary

Acronym	In full
ACARP	Australian Coal Industry's Research Program
AIPM	Australian Institute of Project Management
AusIMM	Australasian Institute of Mining and Metallurgy
Brady Review	Brady, S. <i>Review of all fatal accidents in Queensland mines and quarries from 2000 to 2019</i> ¹¹ (December 2019)
Board of Inquiry	Queensland Coal Mining Board of Inquiry
CAPU	Central Assessment and Performance Unit, RSHQ
CEO	Chief Executive Officer
CSG	Coal Seam Gas
ERMF	Enterprise Risk Management Framework
FTE	Full Time Equivalent
ISSN	International Standard Serial Number
MMQ	Mineral Mines and Quarries
OHH	Occupational Health and Hygiene Division, RSHQ
PG	Petroleum and Gas Inspectorate, RSHQ
QAO	Queensland Audit Office
QGEA	Queensland Government Enterprise Architecture
RSHQ	Resources Safety & Health Queensland
Simtars	Safety in Mines Testing and Research Station, RSHQ

¹¹ *Brady Review of all fatal accidents in Queensland mines and quarries from 2000 to 2019*
<https://documents.parliament.qld.gov.au/tableOffice/TabledPapers/2020/5620T197.pdf>

Compliance checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> A letter of compliance from the accountable officer or statutory body to the relevant Minister/s 	ARRs – section 7	Page 5
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	Pages 3-4 Page 70
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	Page 2
	<ul style="list-style-type: none"> Interpreter service statement 	Queensland Government Language Services Policy ARRs – section 9.3	Page 2
	<ul style="list-style-type: none"> Copyright notice 	Copyright Act 1968 ARRs – section 9.4	Page 2
	<ul style="list-style-type: none"> Information Licensing 	QGEA – Information Licensing ARRs – section 9.5	Page 2
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10	Pages 6-14
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community and whole-of-government plans/specific initiatives 	ARRs – section 11.1	Page 9
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.2	Pages 15-21
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.3	N/A
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	Page 23
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	Page 10
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	Pages 10-11, 24
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	Page 14
	<ul style="list-style-type: none"> Public Sector Ethics 	Public Sector Ethics Act 1994 ARRs – section 13.4	Page 27
	<ul style="list-style-type: none"> Human Rights 	Human Rights Act 2019 ARRs – section 13.5	Page 27
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.6	Page 9
Governance – risk management and accountability	<ul style="list-style-type: none"> Risk management 	ARRs – section 14.1	Page 25
	<ul style="list-style-type: none"> Audit committee 	ARRs – section 14.2	N/A
	<ul style="list-style-type: none"> Internal audit 	ARRs – section 14.3	Page 25
	<ul style="list-style-type: none"> External scrutiny 	ARRs – section 14.4	Page 25

Summary of requirement		Basis for requirement	Annual report reference
	• Information systems and recordkeeping	ARRs – section 14.5	Pages 25-26
	• Information Security attestation	ARRs – section 14.6	N/A
Governance – human resources	• Strategic workforce planning and performance	ARRs – section 15.1	Pages 28-31
	• Early retirement, redundancy and retrenchment	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	Page 31
Open Data	• Statement advising publication of information	ARRs – section 16	Page 31
	• Consultancies	ARRs – section 33.1	https://data.qld.gov.au
	• Overseas travel	ARRs – section 33.2	https://data.qld.gov.au
	• Queensland Language Services Policy	ARRs – section 33.3	https://data.qld.gov.au
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	Page 64
	• Independent Auditor's Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2	Pages 65-67

Contacts

RSHQ's head office is at 275 George Street, Brisbane. Other offices and service areas are located in Redbank, Stafford, and in major regional centres across Queensland, including Mt Isa, Mackay, Townsville, Rockhampton, Maroochydore, Dalby, Robina, Atherton and Toowoomba.

Head office

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Website

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Enquires

Enquiries or requests for information can be made by telephoning 13 QGOV (13 74 68) or submitting an enquiry form at <https://www.rshq.qld.gov.au/contact>.

General questions and comments can be emailed to Corro@rshq.qld.gov.au.

Feedback

Feedback on the annual report can be provided at www.qld.gov.au/annualreportfeedback.

Social media

www.facebook.com/RSHQld/
www.twitter.com/RSHQld
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