

## PERFORMANCE REVIEW RECOMMENDATIONS IMPLEMENTATION PLAN

Date	June 2019		
No.	Recommendation	AgriFutures Action	Status
1	The AgriFutures Board should consider a schedule of two board performance reviews over each appointment period, including the possibility of an external review in year three. These reviews should include evaluation of the Board and Audit Committee and their respective chairs.	Undertake one Board performance review per appointment period (3 years), which would be mid-term.	COMPLETE
7	AgriFutures should develop an R&I progress report, aligned with the evaluation framework, which can be used by the Board and senior management to enhance oversight of RD&E activities.	Develop an R&I progress report.	COMPLETE
Date	August 2019		
No.	Recommendation	AgriFutures Action	Status
3	AgriFutures should consider simplifying its governance documentation by compiling its policies into a small number of handbooks and developing a register of all policies, procedures, plans, registers and other important documents.	Policy Simplification Process completed July 2019.	COMPLETE
4	AgriFutures should develop a formal performance assessment and review process for all employees.	Reviews undertaken for all staff in June/July 2019.	COMPLETE
6	AgriFutures should separately publish annual financial statements for each of its levied industries, showing at least the most recent year's financial performance and the budgeted revenue and expenditure for the current year.	Separate Financial Statements to be published.	IN PROGRESS

8	AgriFutures should develop and publish a more comprehensive evaluation framework that allows for greater clarity for its activities across the four Arenas. This would include reviewing the KPIs and targets for each of the priorities in arenas 1 to 4.	Additional Workshop to be Scheduled.	COMPLETE
<b>Date</b>	<b>September 2019</b>		
<b>No.</b>	<b>Recommendation</b>	<b>AgriFutures Action</b>	<b>Status</b>
2	The AgriFutures Board should consider establishing a committee of the Board to advise it on people-related matters, possibly including succession planning, internal or external performance reviews and shaping AgriFutures' corporate culture.	People and Culture Committee to be established.	COMPLETE
12	AgriFutures should review the terms of reference and process of induction of panel chairs and other members to ensure that panels provide effective and efficient advice on industry investment priorities.	Terms of Reference and Induction processes to be reviewed.	IN PROGRESS
14	AgriFutures should continue to conduct ex-post impact assessments of its RD&E investments in each of the industries it supports at the end of the five-year plans for each industry. This includes, in particular, the impact assessment for the 2014-19 Chicken Meat RD&E plan scheduled in the last quarter of 2018 and first quarter of 2019 and an impact assessment for the 2014/15-2018/19 Honey Bee and Pollination plan which should be conducted in 2019.	Impact assessments to be completed.	COMPLETE
<b>Date</b>	<b>November 2019</b>		
<b>No.</b>	<b>Recommendation</b>	<b>AgriFutures Action</b>	<b>Status</b>
5	AgriFutures should consider developing short summaries of its key documents e.g. strategic plan, annual operating plan, and annual report.	Annual Grower Report for each levied industry.	IN PROGRESS
15	The focus for AgriFutures should be on communicating the results of the ex-post impact assessments to stakeholders using clear, simple language. AgriFutures should consider preparing and publicly releasing a short performance evaluation report each year, which	Incorporate into Annual Grower Report for each levied industry.	IN PROGRESS

	would include results against its key performance indicators as well as the results from any impact assessment conducted in that year.		
<b>Date</b>	<b>December 2019</b>		
<b>No.</b>	<b>Recommendation</b>	<b>AgriFutures Action</b>	<b>Status</b>
13	AgriFutures should consider conducting ex-post impact assessments or ex-ante benefit-cost analyses of some projects funded within arena 1 (People and Leadership) and in arena 2 (National Challenges and Opportunities).	Impact assessments to be carried out.	NOT STARTED
<b>Date</b>	<b>Ongoing</b>		
<b>No.</b>	<b>Recommendation</b>	<b>AgriFutures Action</b>	<b>Status</b>
9	AgriFutures should ensure it meets formally with NFF and ACMF every six months and that it engages more actively with both organisations in planning.	6 monthly meetings arranged with NFF, and annually with ACMF.	COMPLETE
10	AgriFutures should continue to improve its engagement and communication with levy-paying (and emerging industry) stakeholders to ensure that relationships are constructive and industry input to RD&E investment priorities is effective.	Annual Levied Industry forum to continue, along with ongoing communications.	COMPLETE
11	AgriFutures should develop and communicate a narrative that defines the value proposition of enhanced cross-linkage between the four Arenas for all stakeholders.	The new Monitoring, Evaluation, Reporting and Improvement (MERI) Framework diagram will note this.	IN PROGRESS