

## Schedule F

# Queensland

## PROJECT AGREEMENT FOR SMALL BUSINESS REGULATORY REFORM

### PART 1 – PRELIMINARIES

1. This Schedule has been developed in accordance with clause 10 of the Agreement.
2. This Schedule will commence as soon as it is agreed between the Commonwealth and Queensland and expire on 30 June 2021 or on completion of agreed projects, including final performance reporting and processing of final payments against milestones.

### PART 2 – FINANCIAL ARRANGEMENTS

3. The Commonwealth will provide an estimated financial contribution to Queensland of up to \$60.1 million in respect of this Agreement. All payments are exclusive of GST.

**Table 1: Estimated financial contributions**

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	7.85	33.5	18.75	60.1
Less estimated National Partnership payment	0.0	7.85	33.5	18.75	60.1
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

### PART 3 – PROJECT MILESTONES, REPORTING AND PAYMENTS

4. Queensland will deliver the following projects:
  - (a) **Project 1 – QLD Business Launch Pad.** The project will expand the existing Starting a Café platform to include licensing, ID authentication, and customer journey maps, and integrate the platform with Business Queensland to streamline business interactions with Government. Estimated financial contributions to Project 1 are as follows:

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	0.0	6.5	18.5	25.0
Less estimated National Partnership payment	0.0	0.0	6.5	18.5	25.0
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

- (b) **Project 2 – Vocational Education and Training support program for small business.** The project will provide a new ecosystem and a SMS alert system to assist small businesses with meeting their Vocational Education and Training regulatory obligations. Estimated financial contributions to Project 2 are as follows:

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	0.0	12.0	0.0	12.0
Less estimated National Partnership payment	0.0	0.0	12.0	0.0	12.0
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

- (c) **Project 3 – Digital food safety hub.** The project will provide a new online platform as a one stop shop for legislative, licencing and training requirements to help businesses train staff on how to meet food safety regulatory requirements. Estimated financial contributions to Project 3 are as follows:

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	0.0	15.0	0.0	15.0
Less estimated National Partnership payment	0.0	0.0	15.0	0.0	15.0
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

- (d) **Project 4 – Biosecurity entity online customer portal.** The project will provide an integrated online portal, efficient processes for registration and renewal, and an education campaign to allow businesses that keep livestock or bees to more easily obtain and maintain registration as a biosecurity entity. Estimated financial contributions to Project 4 are as follows

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	5.0	0.0	0.0	5.0
Less estimated National Partnership payment	0.0	5.0	0.0	0.0	5.0
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

- (e) **Project 5 – Biosecurity planning app.** The project will provide a new mobile application to help landholders manage their biosecurity obligations, particularly when negotiating access rights with gas companies. Estimated financial contributions to Project 5 are as follows:

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	0.0	0.0	0.25	0.25
Less estimated National Partnership payment	0.0	0.0	0.0	0.25	0.25
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

- (f) **Project 6 – Digitalisation and modernisation of the agricultural chemical regulatory regime.** The project will provide an integrated online platform for businesses currently regulated under the *Agricultural Chemical Distribution Control Act 1966* to manage their licences and applications. Estimated financial contributions to Project 6 are as follows:

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	0.2	0.0	0.0	0.2
Less estimated National Partnership payment	0.0	0.2	0.0	0.0	0.2
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

- (g) *Project 7 – Permit for Access to Road and Corridor project.* The project will deliver an online solution with standardised, electronic permit applications to allow businesses to conduct business activities on roads and corridors administered by the Queensland Government. Estimated financial contributions to Project 7 are as follows:

(\$ million)	2018-19	2019-20	2020-21	2021-22	Total
<b>Estimated total budget</b>	0.0	2.65	0.0	0.0	2.65
Less estimated National Partnership payment	0.0	2.65	0.0	0.0	2.65
Balance of non-Commonwealth contributions	0.0	0.0	0.0	0.0	0.0

5. Table 2 summarises the milestones for the projects, their relationship to the outputs, expected completion dates, relevant reporting dates and expected payments to be made.

Table 2: Milestones, reporting and payment summary			
2019-20			
Output	Milestones	Report due	Payment
Project 4 – <i>Biosecurity entity online customer portal</i>	Completion of project in accordance with the proposal summary, including: launching new online portal for registration and renewal of biosecurity entities.	April 2020	\$5.0 million
Project 6 – <i>Digitalisation and modernisation of the agricultural chemical regulatory regime</i>	Completion of project in accordance with the proposal summary, including: implementing an integrated online portal for the issuance of chemical applicator licences that allows for customer management, more complex management features and workflows, renewals and payments.	April 2020	\$0.2 million
Project 7 – <i>Permit for Access to Road and Corridor project</i>	Completion of project in accordance with the proposal summary, including: developing a new online platform for road and corridor access permits with associated guidance material for applicants on required permits, and enabling concurrent permit applications.	April 2020	\$2.65 million
2020-21			
Project 1 – <i>Streamlining the start-up and compliance pathway for small business in Queensland</i>	Delivery of project in accordance with the proposal summary, including: expanding the Business Queensland platform to include ID authentication and smart form functionality; clear guides to regulatory obligations covering 40 per cent of State Government regulation of start-ups in the food, beverage and residential construction industries; and further support on local regulatory obligations for businesses in Local Government Areas covering 10 per cent of the Queensland population.	April 2021	\$6.5 million
Project 2 – <i>Vocational Education and Training support program for small business</i>	Completion of project in accordance with the proposal summary, including: delivering a regulatory ecosystem that consolidates VET regulatory and compliance information onto one platform, and delivering an SMS alert system that includes alerts for employers of trainees and apprentices of milestone training activities to support compliance under the <i>Further Education and Training Act 2014 (QLD)</i> .	April 2021	\$12.0 million

2020-21 (cont.)			
Output	Milestones	Report due	Payment
<i>Project 3 – Digital food safety hub</i>	Completion of project in accordance with the proposal summary, including: developing an online digital strategy and portal with associated guides and advisory information (food safety and hygiene, legislation, food poisoning, allergens, food recalls, training resources, food business fit out, licence applications, food safety programs); and developing a cloud based platform that provides access to free online training and guides, an online self-assessment tool based on the existing <i>know your food business</i> resource, an online complaint form, and a tool for the development of food labels.	April 2021	\$15.0 million
2021-22			
Project 1 – Streamlining the start-up and compliance pathway for small business in Queensland	Completion of project in accordance with the proposal summary, including: providing regulatory guides covering all relevant State Government requirements on start-ups and existing businesses in the food, beverage and residential construction industries; delivering full account functionality, alert notifications and progress tracking, and incorporation regulatory support from local government areas covering at least 55 per cent of the Queensland population.	February 2022	\$18.5 million
<i>Project 5 – Biosecurity planning app</i>	Completion of project in accordance with the proposal summary, including: developing an app that establishes a hub for and analyses available biosecurity information, promoting the App, feeding the App into Queensland Biosecurity Strategy action planning and delivery and biosecurity awareness.	September 2021	\$0.25 million

## PART 4: SIGN OFF

6. The Parties have confirmed their commitment to this agreement as follows:

**Signed** *for and on behalf of the Commonwealth of Australia by*

Agreed via exchange of letters – 30 August 2021

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**The Honourable Josh Frydenberg MP**

Treasurer

[Day] [Month] [Year]

**Signed** *for and on behalf of Queensland by*

Agreed via exchange of letters – 16 September 2021

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**The Honourable Cameron Dick MP**

Treasurer

[Day] [Month] [Year]



The Hon. Cameron Dick MP  
Treasurer  
Minister for Investment

Our Ref: 00554-2021

1 William St Brisbane  
GPO Box 611 Brisbane  
Queensland 4001 Australia  
Telephone 07 3719 7200  
Email [treasurer@ministerial.qld.gov.au](mailto:treasurer@ministerial.qld.gov.au)  
Website [www.treasury.qld.gov.au](http://www.treasury.qld.gov.au)

ABN 90 856 020 239

The Honourable Josh Frydenberg MP  
Treasurer of Australia  
PO Box 6022  
Parliament House  
CANBERRA ACT 2600

Email: [tsrdlos@treasury.gov.au](mailto:tsrdlos@treasury.gov.au)

Dear Treasurer

*Josh*

As you are aware, the Queensland Government has been working closely with the Australian Government to effectively manage COVID-19 health and economic responses, including identifying and implementing a range of regulatory reforms to modernise business communications and streamline approval processes.

In addition to these initiatives, Queensland has been continuing to implement seven projects as part of its bilateral agreement with the Australian Government under the Small Business Regulatory Reform Agenda, which commenced in March 2019. I have been advised that five projects have been successfully completed, which are currently being reviewed by Commonwealth Treasury officers.

I have been informed the remaining two projects are progressing well despite the challenges posed by the COVID-19 pandemic, which constrained effective engagement with key stakeholders and diverted agencies' resources to initiatives to support businesses, workers and the community in response to the crisis.

Queensland Treasury officers have been consulting with your department on these matters over recent months. I understand you are cognisant of the particularly challenging environment in which our agencies have been striving to deliver key projects over the last 12 months in the context of the COVID-19 pandemic.

To enable Queensland to effectively deliver these two remaining projects, I am seeking minor extensions to the project completion dates, and a change to the functionality of one project, as follows:

- *Biosecurity Planning App*: an extension of the deadline from April 2021 to September 2021. The milestone, payment summary and reporting requirements would remain unchanged.
- *Queensland Business Launch Pad*: an extension of the deadline from April 2021 to February 2022. A minor change in project functionality for milestone 2 is also sought, while also increasing coverage from 40 per cent to 55 per cent of the population. Importantly, these changes are estimated to deliver a materially higher level of overall benefit to businesses than initially estimated.



Further details of the extensions sought by the Queensland Government are outlined in Attachment 1. I understand, based on advice from Commonwealth Treasury at officer level, that your agreement to these changes by exchange of letters would be sufficient and negate the need for any formal endorsement of a revised project agreement.

I would appreciate your favourable response to the amendments to the projects outlined to ensure Queensland can deliver these important reforms as part of our national reform agenda to promote small business growth and job creation.

If you require any further information, please contact my office on (07) 3719 7200 or email [treasurer@ministerial.qld.gov.au](mailto:treasurer@ministerial.qld.gov.au).

Yours sincerely



**CAMERON DICK MP**  
**Treasurer**  
**Minister for Investment**

01 / 06 / 2021

Encl.

Cc: The Honourable Di Farmer MP, Minister for Employment and Small Business and  
Minister for Training and Skills Development



<b>Table 2: Milestones, reporting and payment summary</b>			
<b>2019-20</b>			
<b>Output</b>	<b>Milestones</b>	<b>Report due</b>	<b>Payment</b>
Project 1 - <i>Streamlining start-up and compliance for small businesses</i>	<ul style="list-style-type: none"> <li>- Delivery of project in accordance with the proposal summary, including: expanding the Business Queensland platform to include ID authentication and smart form functionality; clear guides to regulatory obligations covering 40 per cent of State Government regulation of start-ups in the food, beverage and residential construction industries; and further support on local regulatory obligations for businesses in Local Government Areas covering 10 per cent of the Queensland population.</li> </ul> <p>Note: milestone one is complete and report was provided to Commonwealth Treasury for review on 19 April 2021.</p>	April <del>2020</del> 2021	\$6.5 million
<b>2020-21</b>			
<b>Output</b>	<b>Milestones</b>	<b>Report due</b>	<b>Payment</b>
Project 1 - <i>Streamlining start-up and compliance for small businesses</i>	<ul style="list-style-type: none"> <li>- Completion of project in accordance with the proposal summary, including: providing regulatory guides covering all relevant State Government requirements on start-ups and existing businesses in the food, beverage and residential construction industries; delivering full account functionality, <del>push-alert</del> notifications and progress tracking, and incorporation regulatory support from local government areas covering <del>40 more than 54</del> at least 55 per cent of the Queensland population.</li> </ul>	April <del>2021</del> February y 2022	\$18.5 million
Project 5 – <i>Biosecurity planning app</i>	<ul style="list-style-type: none"> <li>- Completion of project in accordance with the proposal summary, including: developing an app that establishes a hub for and analyses available biosecurity information, promoting the App, feeding the App into Queensland Biosecurity Strategy action planning and delivery and biosecurity awareness.</li> </ul>	April September 2021	\$0.25 million

# SUMMARY OF QUEENSLAND SMALL BUSINESS REGULATORY REFORM AGENDA PROJECT PROPOSALS

## PROJECT 1 – STREAMLINING START-UP AND COMPLIANCE FOR SMALL BUSINESSES

The initiative aims to deliver a customer journey-based platform for small businesses to better understand their start-up and compliance requirements. To achieve this, the initiative will integrate existing platforms and pilots with a view to disentangle and streamline the complex regulatory environment that may delay or impede businesses from starting, growing and employing.

The initiative will integrate a customer journey-based platform into the Business Queensland website ([www.business.qld.gov.au](http://www.business.qld.gov.au)) (BQ). This platform has been successfully piloted with businesses intending to start a café within the Brisbane and Logan local government areas. The technology used in the pilot, once integrated into BQ, will be extended further for the food and beverage industry and the residential construction industry. Additional platform enhancements including an account function that will house dynamic forms, automated notifications and progress tracking, streamlining the compliance obligations required of these industries. This will reduce delays for businesses starting up as well as minimise the administrative burden imposed on business.

Queensland will submit to the Commonwealth a report demonstrating completion of the project, attaching relevant documents to substantiate completion of the milestones below. Examples may include screenshots of customer journey maps or access to the online platform test environment to demonstrate that these deliverables are available to businesses.

### **Milestone 1 - Integration with Business Queensland, ID authentication and smart form functionality**

The State government will deliver the following features to start-ups in the food, beverage and residential construction industries in Queensland:

- Discovery of relevant state government licensing and regulations using clear guides to support prospective business owners in navigating the compliance burden
- Integrating identity authentication into the platform, allowing start-ups to manage their interactions with state government across multiple services with a single log-in
- Enable business owners to transact seamlessly with state government using smart form functionality, including form pre-fill and session save-points

This will include 40% of state government licensing and regulations covering a range of industry specific activities. The coverage of state government services will be determined through customer journey mapping and could include services such as liquor licensing, workers' compensation insurance, asbestos removal licensing, portable long service leave and trade licensing.

In addition, those businesses listed above that are located in participating local government areas (LGAs) will benefit from additional licensing and regulatory services including development permits, waste disposal licensing, advertising sign licensing and food licensing as a result of LGA input into the new online service.

For this milestone payment, participating local government areas will cover 10% of the Queensland population.

### **Milestone 2 - Improving the small business customer journey and expanding the platform**

The State government will deliver the following features to all start-ups in the food, beverage and residential construction industries in Queensland, and expand the offering to existing businesses in those industries:

- User controlled pProgress tracking of applications/renewals (eg consolidated status dashboard of all applications, ~~where technically feasible by a servicing agency or council~~)
- Full account functionality including push-alert notifications (eg license renewals, regulatory changes, relevant support services)
- Delegated authority/coverage of multiple businesses owned by the same individual

This will include the remaining 60% of state government licensing and regulations covering a range of industry specific activities. The added features will also be applied to the original 40% coverage of state government industry specific services in Milestone 1.

In addition, those businesses listed above that are located in participating local government areas (LGAs) will benefit from LGA input in the delivery of food, beverage and construction services.

For this milestone payment, participating local government areas will cover ~~40%~~ at least 55% of the Queensland population.



**THE HON MICHAEL SUKKAR MP**  
**Assistant Treasurer**  
**Minister for Housing**  
**Minister for Homelessness, Social and Community Housing**

The Hon Cameron Dick MP  
Treasurer of Queensland  
GPO Box 611  
BRISBANE QLD 4001

Dear Treasurer *Camera*

Thank you for your letter of 1 June 2021, originally directed to the Commonwealth Treasurer, concerning the Small Business Regulatory Reform Agenda (SBRRA). I am responding as I have been given ministerial responsibility for this program.

I wish to thank you for your ongoing work contributing to reducing regulatory burden on small businesses in Queensland. I am pleased to inform you that I have agreed to the payment of \$27 million for delivery of the Vocational Education and Training Support Program for Small Business and the Digital Food Safety Hub.

The Commonwealth notes the difficulties and challenges faced by the States from COVID-19 and that some projects were unable to be delivered according to their proposed timeframes. The Prime Minister has therefore agreed to extend the SBRRA project timeframe for an additional twelve months. Under this revised approach, please ensure you also give sufficient time for me to consider and agree to your claims for payment before 30 June 2022.

I understand there are some minor reform outcomes Queensland is unable to deliver with regards to projects 1 and 4.

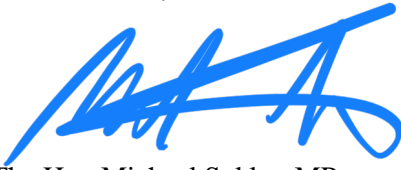
I welcome the substitute reform you have proposed as a replacement. I consider that this substitute's benefits for Queensland small businesses far exceed what the original reforms would have provided.

With regard to Project 1 – Streamlining Start-Up and Compliance for Small Business, I agree to your proposed changes in the bilateral schedule's table 2: Milestones Reporting and Payment Summary and to the associated project proposal summary.

With regard to Project 4 – Biosecurity Entity Online Customer Portal, I understand Queensland requires a change to the bilateral schedule and the associated project proposal summary to be eligible for payment. I therefore propose to remove the line 'and maintenance of current cost recovery arrangements' from Table 2: Milestones, Reporting and Payment Summary in the schedule. I also propose to remove the line 'In the report to the Commonwealth, Queensland must also indicate that it has not increased cost recovery fees charged in real terms for biosecurity entity registration' from page 18 of the project proposal summary.

These amendments to the bilateral schedule will take effect upon your affirmative response.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Michael Sukkar', with a stylized flourish at the end.

The Hon Michael Sukkar MP



The Hon. Cameron Dick MP  
Treasurer  
Minister for Investment

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Our Ref: 04142-2021

The Honourable Michael Sukkar MP  
Assistant Treasurer, Minister for Housing,  
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CANBERRA ACT 2600

Email: [minister.sukkar@treasury.gov.au](mailto:minister.sukkar@treasury.gov.au)

Dear Minister

Thank you for your letter of 30 August 2021 about the Small Business Regulatory Reform Agenda.

I acknowledge your support for Queensland small business.

I would also like to thank you for your positive response to Queensland's proposed changes to the bilateral schedule for Projects 1 and 4. Queensland agrees to modify the schedule as outlined in your letter.

If you require any further information, please contact my office on (07) 3719 7200 or email [treasurer@ministerial.qld.gov.au](mailto:treasurer@ministerial.qld.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read "Cameron Dick".

**CAMERON DICK MP**  
**Treasurer**  
**Minister for Investment**

16 / 09 / 2021