

Compliance Checklist

SUMMARY OF REQUIREMENT		BASIS FOR REQUIREMENT	ANNUAL REPORT REFERENCE
Letter of compliance	» A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7	4
Accessibility	» Table of contents	ARRs – section 9.1	3
	» Glossary		104
	» Public availability	ARRs – section 9.2	2
	» Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	2
	» Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	2
	» Information Licensing	<i>QGEA – Information Licensing</i> ARRs – section 9.5	2
General information	» Introductory Information	ARRs – section 10.1	10
	» Machinery of Government changes	ARRs – section 31 and 32	10
	» Agency role and main functions	ARRs – section 10.2	10
	» Operating environment	ARRs – section 10.3	13
Non-financial performance	» Government's objectives for the community	ARRs – section 11.1	14
	» Other whole-of-government plans / specific initiatives	ARRs – section 11.2	21
	» Agency objectives and performance indicators	ARRs – section 11.3	27
	» Agency service areas and service standards	ARRs – section 11.4	40
Financial performance	» Summary of financial performance	ARRs – section 12.1	25

SUMMARY OF REQUIREMENT		BASIS FOR REQUIREMENT	ANNUAL REPORT REFERENCE
Governance – management and structure	» Organisational structure	ARRs – section 13.1	19
	» Executive management	ARRs – section 13.2	15
	» Government bodies (statutory bodies and other entities)	ARRs – section 13.3	30, 46
	» <i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	56
	» Queensland public service values	ARRs – section 13.5	12
Governance – risk management and accountability	» Risk management	ARRs – section 14.1	57
	» Audit committee	ARRs – section 14.2	54
	» Internal audit	ARRs – section 14.3	59
	» External scrutiny	ARRs – section 14.4	57
	» Information systems and recordkeeping	ARRs – section 14.5	60
Governance – human resources	» Strategic workforce planning and performance	ARRs – section 15.1	61
	» Early retirement, redundancy and retrenchment	Directive 16/16 <i>Early Retirement, Redundancy and Retrenchment</i>	64
		Directive 04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	
Open Data	» Statement advising publication of information	ARRs – section 16	2
	» 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	Page 35 of financial statements
		FPMS – sections 42, 43 and 50	
ARRs – section 17.1			
	» Independent Auditor’s Report	FAA – section 62	Page 36 of financial statements
		FPMS – section 50	
		ARRs – section 17.2	

FAA *Financial Accountability Act 2009*

FPMS Financial and Performance Management Standard 2009

ARRs Annual report requirements for Queensland Government agencies