

Compliance Checklist

Rockhampton Girls Grammar School Annual Report 2015

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 8	Pg 4
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1	Pg 5 Pg 33
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2	Pg 3
	<ul style="list-style-type: none"> Interpreter service statement 	Queensland Government Language Services Policy ARRs – section 10.3	Pg 3
	<ul style="list-style-type: none"> Copyright notice 	Copyright Act 1968 ARRs – section 10.4	Pg 2
	<ul style="list-style-type: none"> Information Licensing 	QGEA – Information Licensing ARRs – section 10.5	Pg 3
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1	Pgs 6-13
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2	Pgs 9 & 28
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3	Pgs 9-11, 13-21
	<ul style="list-style-type: none"> Machinery of government changes 	ARRs – section 11.4	N/A
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 12.1	Pg 6
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 12.2	N/A
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 12.3	Pgs 6 – 21, 29-31
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 12.4	Pgs 21- 31
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1	Pgs 28 - 31
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1	Pg 12
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2	Pg 13
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 14.3	Pgs 9 - 11
	<ul style="list-style-type: none"> Public Sector Ethics Act 1994 	Public Sector Ethics Act 1994 ARRs – section 14.4	Pg 6

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Governance – risk management and accountability	• Risk management	ARRs – section 15.1	Pg 10
	• External scrutiny	ARRs – section 15.2	FS Pgs 26-27
	• Audit committee	ARRs – section 15.3	Pgs 10-11
	• Internal audit	ARRs – section 15.4	N/A
	• Information systems and recordkeeping	ARRs – section 15.5	Pg 29
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	Pg 27
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	N/A
Open Data	• Consultancies	ARRs – section 17 ARRs – section 34.1	Open Data Spreadsheet
	• Overseas travel	ARRs – section 17 ARRs – section 34.2	Open Data Spreadsheet
	• Queensland Language Services Policy	ARRs – section 17 ARRs – section 34.3	N/A
	• Government bodies	ARRs – section 17 ARRs – section 34.4	Open Data Spreadsheet
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	FS Pgs 26-27
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	FS Pgs 26-27
	• Remuneration disclosures	Financial Reporting Requirements for Queensland Government Agencies ARRs – section 18.3	FS Pgs 21-22

FAA *Financial Accountability Act 2009* FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*