

Compliance Checklist

Rockhampton Girls Grammar School Annual Report 2016

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 P. 4
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1 P.33
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2 P. 3
	<ul style="list-style-type: none"> Interpreter service statement 	Queensland Government Language Services Policy ARRs – section 10.3 N/A
	<ul style="list-style-type: none"> Copyright notice 	Copyright Act 1968 ARRs – section 10.4 P. 2
	<ul style="list-style-type: none"> Information Licensing 	QGEA – Information Licensing ARRs – section 10.5 N/A
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1 PP. 6 - 8
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2 PP. 9, 28
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3 PP. 9 – 11, 13 - 19
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 12.1 P. 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 PP. 6 – 19. 29 - 31
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 12.4 N/A
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1 PP. 29 – 31
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1 P. 13
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2 P. 13
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 14.3 P. 9 - 10
	<ul style="list-style-type: none"> Public Sector Ethics Act 1994 	Public Sector Ethics Act 1994 ARRs – section 14.4 P. 6
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 14.5 N/A

Summary of requirement		Basis for requirement	Annual report reference
Governance – risk management and accountability	• Risk management	ARRs – section 15.1	PP. 10 – 12
	• Audit committee	ARRs – section 15.2	PP. 10 – 11
	• Internal audit	ARRs – section 15.3	PP. 10 – 11
	• External scrutiny	ARRs – section 15.4	N/A
	• Information systems and recordkeeping	ARRs – section 15.5	PP. 28 – 29
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	PP. 26 – 27
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> Directive No.16/16 <i>Early Retirement, Redundancy and Retrenchment</i> (from 20 May 2016) 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
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	FS P. 26
	• Independent Auditor’s Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	FS PP. 27 - 28

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*