

Compliance checklist

Ipswich 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 	ARRs – section 8	Page 3
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1	Page 4 Page 5
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2	Page 2
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	Page 2
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 10.4	Page 2
	<ul style="list-style-type: none"> Information licensing 	<i>QGEA – Information licensing</i> ARRs – section 10.5	N/A
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1	Page 6 -7
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2	Page 7 - 8
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3	Page 8
	<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 objectives for the community 	ARRs – section 12.1	Page 9
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 12.2	Page 9
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 12.3	Page 9
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 12.4	Page 10 - 11
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1	Page 12
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1	Page 13, 15
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2	Page 13
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 14.3	Page 13
	<ul style="list-style-type: none"> Public Sector Ethics Act 1994 	Public Sector Ethics Act 1994 ARRs – section 14.4	Page 14

Governance – risk management and accountability	• Risk management	ARRs – section 15.1	Page 16
	• External Scrutiny	ARRs – section 15.2	Page 16
	• Audit committee	ARRs – section 15.3	Page 16
	• Internal Audit	ARRs – section 15.4	Page 16
	• Information systems and recordkeeping	ARRs – section 15.5	Page 16
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	Page 17
	• 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	Page 18
	• Overseas travel	ARRs – section 17 ARRs – Section 34.2	Page 18
	• Queensland Language Services Policy	ARRs – section 17 ARRs – Section 34.3	N/A
	• Government bodies	ARRs – section 17 ARRs – Section 34.4	Page 18
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	Page 47
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	Page 48
	• Remuneration disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 18.3	Page 44

Notes:

- **FA ACT:** *Financial Accountability Act 2009.*
- **FPMS:** *Financial and Performance Management Standard 2009.*
- **ARRs:** *Annual report requirements for Queensland Government agencies.*