

Compliance checklist

CQUniversity Annual Report 2013

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 2
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1	Page 2 Page 134
	<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>Queensland Government Enterprise Architecture – Information licensing</i> ARRs – section 10.5	N/A
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1	Page 2 – Objectives of our Annual Report Page 3 - Who we are and What we do Page 5 – From the Chancellor Page 6 – At a Glance Page 7 – Vice-Chancellor and President's Review Page 8 to 9 – 2013 Highlights Page 46 – Key Statistics
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2	Page 3 – Who we are and What we do Page 10 – Our Future Page 11 to 18– Our Organisation – refer to page 12, 13, 14 Page 19 to 25 – Our Corporate Governance Page 26 – Our Vision, Values, Mission and Outcomes Page 29 to 44 – Our Performance

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	<ul style="list-style-type: none"> • Operating environment 	ARRs – section 11.3	Page 7 – Vice Chancellor and President's Review Page 19 to 25 – Our Corporate Governance Page 29 to 44 – Our Performance
	<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 2
	<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	Page 27 to 28 – Our Strategic Plan 2013-2023 Page 29 to 44 – Our Performance
	<ul style="list-style-type: none"> • Agency service areas, service standards and other measures 	ARRs – section 12.4	Page 46 – Key Statistics
Financial performance	<ul style="list-style-type: none"> • Summary of financial performance 	ARRs – section 13.1	Page 45 – Our Financial Performance
	<ul style="list-style-type: none"> • Chief Finance Officer (CFO) statement 	ARRs – section 13.2	N/A
Governance – management and structure	<ul style="list-style-type: none"> • Organisational structure 	ARRs – section 14.1	Page 11 to 18 – Our Organisation – refer to page 17, 18
	<ul style="list-style-type: none"> • Executive management 	ARRs – section 14.2	Page 11 to 18 – Our Organisation – refer to page 17, 18
	<ul style="list-style-type: none"> • Related entities 	ARRs – section 14.3	Page 19 to 25 – Our Corporate Governance – refer to page 23, 24, 25
	<ul style="list-style-type: none"> • Boards and committees 	ARRs – section 14.4	Page 19 to 25 – Our Corporate Governance
	<ul style="list-style-type: none"> • Public Sector Ethics Act 1994 	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule) ARRs – section 14.5	Page 19 to 25 – Our Corporate Governance – refer to page 22
Governance – risk management and accountability	<ul style="list-style-type: none"> • Risk management 	ARRs – section 15.1	Page 19 to 25 – Our Corporate Governance – refer to page 23
	<ul style="list-style-type: none"> • External Scrutiny 	ARRs – section 15.2	No external audits or reviews were undertaken during 2013
	<ul style="list-style-type: none"> • Audit committee 	ARRs – section 15.3	Page 19 to 25 – Our Corporate Governance – refer to page 23

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	<ul style="list-style-type: none"> • Internal Audit 	ARRs – section 15.4	Page 19 to 25 – Our Corporate Governance – refer to page 23
	<ul style="list-style-type: none"> • Public Sector Renewal Program 	ARRs – section 15.5	N/A
	<ul style="list-style-type: none"> • Information systems and recordkeeping 	ARRs – section 15.7	Page 19 to 25 – Our Corporate Governance – refer to page 22
Governance – human resources	<ul style="list-style-type: none"> • Carers (Recognition) Act 2008 	ARRS – section 15.6	Page 38 to 44 – Engaged Enterprise – refer to page 44
	<ul style="list-style-type: none"> • Workforce planning, attraction and retention and performance 	ARRs – section 16.1	Page 38 to 44 – Engaged Enterprise – refer to page 43
	<ul style="list-style-type: none"> • Early retirement, redundancy and retrenchment 	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	Page 38 to 44 - Engaged Enterprise – refer to page 44
	<ul style="list-style-type: none"> • Voluntary Separation Program 	ARRs – section 16.3	Applies to statutory bodies that opted in.
Open Data	<ul style="list-style-type: none"> • Open Data: <ul style="list-style-type: none"> – Overseas travel – Consultancies 	ARRs – section 17	Published online at www.qld.gov.au/data
Financial statements	<ul style="list-style-type: none"> • Certification of financial statements 	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	Page 47
	<ul style="list-style-type: none"> • Independent Auditors Report 	FAA – section 62 FPMS – section 50 ARRs – section 18.2	Page 131 to 132
	<ul style="list-style-type: none"> • Remuneration disclosures 	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 18.3	Page 89 to 104

Notes:

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