

## CQUniversity 2018 Annual Report Compliance Checklist

Summary of requirement		Basis for requirement	Annual report reference
<b>Letter of compliance</b>	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant Minister/s</li> </ul>	ARRs – section 7	Inside front cover
<b>Accessibility</b>	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 9.1	Inside front cover Glossary – page 113
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 9.2	Back cover
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Inside front cover
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 9.4	Inside front cover
	<ul style="list-style-type: none"> <li>Information Licensing</li> </ul>	<i>QGEA – Information Licensing</i> ARRs – section 9.5	Inside front cover
<b>General information</b>	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10.1	Objectives of CQUniversity's annual report – Inside front cover Year in review – pages 1 to 2 About CQUniversity – page 3 Statistics – pages 46 to 49
	<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>	ARRs – section 10.2	About CQUniversity – page 3 Organisation – pages 4 to 6 Governance – pages 7 to 17 Strategic intent and values – page 20 Strategic Plan 2018–2022 – page 21 Performance – pages 22 to 43
	<ul style="list-style-type: none"> <li>Machinery of Government changes</li> </ul>	ARRs – section 31 and 32	Not applicable
	<ul style="list-style-type: none"> <li>Operating environment</li> </ul>	ARRs – section 10.3	About CQUniversity – page 3 Organisation – pages 4 to 6 Governance – pages 7 to 17 Performance – pages 22 to 43
<b>Non-financial performance</b>	<ul style="list-style-type: none"> <li>Government's objectives for the community</li> </ul>	ARRs – section 11.1	Inside front cover
	<ul style="list-style-type: none"> <li>Other whole-of-government plans / specific initiatives</li> </ul>	ARRs – section 11.2	Not applicable
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.3	Strategic Plan 2018–2022 – page 21 Performance – pages 22 to 43
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 11.4	Strategic Plan 2018–2022 – page 21
<b>Financial performance</b>	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1	Financial summary – pages 44 to 45
<b>Governance – management and structure</b>	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 13.1	Organisation – pages 4 to 8
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs – section 13.2	Organisation – pages 5 to 9

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	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs – section 13.3	Governance – pages 7 to 17 University-controlled entities – page 16 Other bodies (Non-controlled entities) – page 16
	<ul style="list-style-type: none"> <li><i>Public Sector Ethics Act 1994</i></li> </ul>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	Governance – pages 7 to 17 – refer to page 11
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs – section 13.5	Not applicable
Governance – risk management and accountability	<ul style="list-style-type: none"> <li>Risk management</li> </ul>	ARRs – section 14.1	Governance – pages 7 to 17 – refer to page 12 to 13
	<ul style="list-style-type: none"> <li>Audit committee</li> </ul>	ARRs – section 14.2	Governance – pages 7 to 17 – refer to page 13 to 14
	<ul style="list-style-type: none"> <li>Internal audit</li> </ul>	ARRs – section 14.3	Governance – pages 7 to 17 – refer to page 15
	<ul style="list-style-type: none"> <li>External scrutiny</li> </ul>	ARRs – section 14.4	Governance – pages 7 to 17 – refer to page 15
	<ul style="list-style-type: none"> <li>Information systems and recordkeeping</li> </ul>	ARRs – section 14.5	Governance – pages 7 to 17 – refer to page 12
Governance – human resources	<ul style="list-style-type: none"> <li>Strategic workforce planning and performance</li> </ul>	ARRs – section 15.1	Workforce people and culture – pages 18 to 19
	<ul style="list-style-type: none"> <li>Early retirement, redundancy and retrenchment</li> </ul>	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 15.2	Workforce people and culture – pages 18 to 19 – refer to page 19
Open Data	<ul style="list-style-type: none"> <li>Statement advising publication of information</li> </ul>	ARRs – section 16	Back cover
	<ul style="list-style-type: none"> <li>Consultancies</li> </ul>	ARRs – section 33.1	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	<ul style="list-style-type: none"> <li>Overseas travel</li> </ul>	ARRs – section 33.2	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	<ul style="list-style-type: none"> <li>Queensland Language Services Policy</li> </ul>	ARRs – section 33.3	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
Financial statements	<ul style="list-style-type: none"> <li>Certification of financial statements</li> </ul>	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	Council members' report – pages 50 to 52 Financial Statements – pages 53 to 106 Management certificate – page 107
	<ul style="list-style-type: none"> <li>Independent Auditor's Report</li> </ul>	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Financial Statements – pages 53 to 106 Independent Auditor's Report – pages 108 to 111

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*