

# Compliance checklist

## Queensland Police Service Annual Report 2011–12

**FAA** *Financial Accountability Act 2009*

**FPMS** *Financial and Performance Management Standard 2009*

**ARRs** *Annual report requirements for Queensland Government agencies*

Summary of requirement	Basis for requirement	Annual report reference
<b>Accessibility</b>	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 8.1 Page 1 Page 77
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 8.2 Inside front cover
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 8.3 Inside front cover
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 8.4 Inside front cover
	<ul style="list-style-type: none"> <li>Government Information Licensing Framework (GILF) Licence</li> </ul>	<i>Government Information Licensing Framework (GILF) QGEA Policy</i> ARRs – section 8.5 Inside front cover
<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 9 Inside front cover
<b>General information</b>	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10.1 Page 3
	<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>	ARRs – section 10.2 Page 3
	<ul style="list-style-type: none"> <li>Operating environment</li> </ul>	ARRs – section 10.3 Page 5 and throughout
	<ul style="list-style-type: none"> <li>External scrutiny</li> </ul>	ARRs – section 10.4 Pages 12, 13, 26
	<ul style="list-style-type: none"> <li>Machinery of government changes</li> </ul>	ARRs – section 10.5 Not applicable
	<ul style="list-style-type: none"> <li>Review of proposed forward operations</li> </ul>	ARRs – section 10.6 Pages 3, 4
<b>Non-financial performance</b>	<ul style="list-style-type: none"> <li>Government objectives for the community</li> </ul>	ARRs – section 11.1 Page 3
	<ul style="list-style-type: none"> <li>Other whole-of-government plans / specific initiatives</li> </ul>	ARRs – section 11.2 Page 3
	<ul style="list-style-type: none"> <li>Council of Australian Government (COAG) initiatives</li> </ul>	ARRs – section 11.3 Page 3
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.4 Pages 3, 5, 11–27
	<ul style="list-style-type: none"> <li>Agency service areas, service standards and other measures</li> </ul>	ARRs – section 11.5 Pages 4, 5, 11–27
<b>Financial performance</b>	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1 Pages 28–30
	<ul style="list-style-type: none"> <li>Chief Finance Officer (CFO) statement</li> </ul>	ARRs – section 12.2 Page 30
<b>Governance –</b>	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 13.1 Page 9

Summary of requirement	Basis for requirement	Annual report reference	
management and structure	<ul style="list-style-type: none"> <li>• <b>Executive management</b></li> </ul>	ARRs – section 13.2	Page 8
	<ul style="list-style-type: none"> <li>• <b>Related entities</b></li> </ul>	ARRs – section 13.3	Not applicable
	<ul style="list-style-type: none"> <li>• <b>Schedule of statutory authorities or instrumentalities</b></li> </ul>	ARRs – section 13.4	Not applicable
	<ul style="list-style-type: none"> <li>• <b>Boards and committees</b></li> </ul>	ARRs – section 13.5	Pages 6, 7
	<ul style="list-style-type: none"> <li>• <b>Public Sector Ethics Act 1994</b></li> </ul>	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule) ARRs – section 13.6	Page 12
Governance – risk management and accountability	<ul style="list-style-type: none"> <li>• <b>Risk management</b></li> </ul>	ARRs – section 14.1	Pages 6, 7
	<ul style="list-style-type: none"> <li>• <b>Audit committee</b></li> </ul>	ARRs – section 14.2	Page 8
	<ul style="list-style-type: none"> <li>• <b>Internal Audit</b></li> </ul>	ARRs – section 14.3	Page 12
Governance – human resources	<ul style="list-style-type: none"> <li>• <b>Workforce planning, attraction and retention</b></li> </ul>	ARRs – section 15.1	Pages 25–27
	<ul style="list-style-type: none"> <li>• <b>Early retirement, redundancy and retrenchment</b></li> </ul>	Directive No.17/09 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	Page 25
	<ul style="list-style-type: none"> <li>• <b>Voluntary Separation Program</b></li> </ul>	ARRs – section 15.3	Page 25
Financial statements	<ul style="list-style-type: none"> <li>• <b>Certification of financial statements</b></li> </ul>	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 16.1	Page 73
	<ul style="list-style-type: none"> <li>• <b>Independent Auditors Report</b></li> </ul>	FAA – section 62 FPMS – section 50 ARRs – section 16.2	Page 74
	<ul style="list-style-type: none"> <li>• <b>Remuneration disclosures</b></li> </ul>	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 16.3	Page 54
Disclosure of additional information	<ul style="list-style-type: none"> <li>• <b>Additional information to be reported online</b></li> </ul>	ARRs – section 17	Page 1