

Library Board of Queensland Compliance Checklist 2015–16

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 p2
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs — section 10.1 p1 p75
	<ul style="list-style-type: none"> Public availability 	ARRs — section 10.2 Inside back cover
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs — section 10.3 Inside back cover
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs — section 10.4 Inside back cover
	<ul style="list-style-type: none"> Information licensing 	<i>QGEA — Information licensing</i> ARRs — section 10.5 Inside back cover
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs — section 11.1 Part 1
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs — section 11.2 Part 1 and Part 2
	<ul style="list-style-type: none"> Operating environment 	ARRs — section 11.3 Part 1
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs — section 12.1 Part 1
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs — section 12.2 Part 1
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs — section 12.3 Part 3
	<ul style="list-style-type: none"> Agency service areas, service standards and other measures 	ARRs — section 12.4 Part 3
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs — section 13.1 Part 5
Governance — management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs — section 14.1 p9
	<ul style="list-style-type: none"> Executive management 	ARRs — section 14.2 Part 2, Appendix B and C
	<ul style="list-style-type: none"> Government bodies 	ARRs — section 14.3 Part 2, Appendix B and C
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs — section 14.4 p24
	<ul style="list-style-type: none"> Queensland Public Service Values 	ARRs — section 14.5 n/a

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Governance — risk management and accountability	• Risk management	ARRs — section 15.1	p24–26 and Appendix C
	• Audit committee	ARRs — section 15.2	p24–26 and Appendix C
	• Internal Audit	ARRs — section 15.3	p24–26
	• External Scrutiny	ARRs — section 15.4	p25
	• Information systems and recordkeeping	ARRs — section 15.5	p26
Governance — human resources	• Workforce planning and performance	ARRs — section 16.1	p22–24
	• 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	p26 Open Data
	• Overseas travel	ARRs — section 12 ARRs — section 34.2	p26 Open Data
	• 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	Part 5
	• Independent Auditor's Report	FAA — section 62 FPMS — section 50 ARRs — section 18.2	P68

FAA — Financial Accountability Act 2009

FPMS — Financial and Performance Management Standard 2009

ARRs — Annual report requirements for Queensland Government agencies