

Compliance Checklist

University of the Sunshine Coast

2017 Annual Report

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 7	Inside front cover
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	Inside front cover p. 116
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	Inside front cover
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Inside front cover
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	Inside front cover
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 9.5	N/A
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10.1	pp. 1, 3
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 10.2	pp. 1, 4
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 10.3	pp. 1, 3
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 11.1	p. 44
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 11.2	N/A
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3	pp. 6-31
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4	N/A
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	pp. 51-100
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	p. 38
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	pp. 36-37
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	pp. 32-35
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	p. 46
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.5	N/A

Summary of requirement		Basis for requirement	Annual report reference
Governance – risk management and accountability	• Risk management	ARRs – section 14.1	p. 41
	• Audit committee	ARRs – section 14.2	p. 41
	• Internal audit	ARRs – section 14.3	p. 45
	• External scrutiny	ARRs – section 14.4	p. 45
	• Information systems and recordkeeping	ARRs – section 14.5	pp. 48-49
Governance – human resources	• Workforce planning and performance	ARRs – section 15.1	p. 47
	• Early retirement, redundancy and retrenchment	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	N/A
Open Data	• Statement advising publication of information	ARRs – section 16	IFC
	• Consultancies	ARRs – section 33.1	https://www.usc.edu.au/media/19141284/annual-report_2017_open-data-collection_consultancies.csv
	• Overseas travel	ARRs – section 33.2	https://www.usc.edu.au/media/19141285/annual-report_2017_open-data-collection_overseas-travel.csv
	• Queensland Language Services Policy	ARRs – section 33.3	N/A
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	p. 96
	• Independent Auditor's Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	pp. 97-100

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*