

Appendix 11: Index of Compliance with Reporting Requirements

Letter of transmittal	3
Table of contents	1-2
Index	134-136
Glossary	131-133
Contact officer	Imprint
Internet home page address and Internet address for report	Imprint
Review by CEO	11-18
Summary of significant issues and developments	14-16, 45
Agency Overview (including overview of performance and financial results)	19-26
Outlook for 2013–14	18
Role and functions	20
Organisational structure	17, 20-25
Outcome and program structure	6, 25
Review of performance during the year in relation to programs and contribution to outcomes	27-48
Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	31, 36, 37, 39, 40, 45, 46
Where performance targets differ from the PBS/PAES, details of both former and new targets, and reasons for the change	N/A
Narrative discussion and analysis of performance	11-16, 26, 28-50
Trend information	15, 31
Significant changes in nature of principal functions/services	N/A
Contribution of risk management in achieving objectives	43, 52, 53, 54, 55
Performance against service charter customer service standards, complaints data and the Agency's response to complaints	49
Discussion and analysis of the Agency's financial performance	26, 49-50
Discussion of any significant changes from the prior year from budget or anticipated to have a significant impact on future operations	N/A
Agency resource statement and summary resource tables by outcomes	49-50
Compliance with Commonwealth Fraud Control Guidelines	55
Statement of the main corporate governance practices in place	52
Names of the senior executive and their responsibilities	21-24
Senior management committees and their roles	52-54
Corporate and operational planning and associated performance reporting and review	21
Policy and practices on the establishment and maintenance of appropriate ethical standards	55
How nature and amount of remuneration for SES officers is determined	60
Significant developments in external scrutiny	55
Judicial decisions and decisions of administrative tribunals	55
Reports by the Auditor-General, a Parliamentary Committee or the Commonwealth Ombudsman	56

Assessment of effectiveness in managing and developing human resources to achieve Agency objectives	.56
Workforce planning, staff turnover and retention	.59
Impact and features of enterprise or collective agreements, individual flexibility agreements (IFAs), determinations, common law contracts and AWAs	.60
Training and development undertaken and its impact	.57
Statistics on staffing	.61-64
Performance pay	.60
Assessment of effectiveness of assets management	.64
Assessment of purchasing against core policies and principles	.64
Consultancy services	.64-65
Absence of provisions in contracts allowing access by the Auditor-General	N/A
Contracts exempt from the AusTender	N/A
Disability reporting	.61
Financial statements	86-126
Work health and safety (Schedule 2, Part 4 of the <i>Work Health and Safety Act 2011</i>)	.69-70
Advertising and market research (section 311A of the <i>Commonwealth Electoral Act 1918</i>) and statement on advertising campaign	.72
Ecologically sustainable development and environmental performance (section 516A of the <i>Environment Protection and Biodiversity Conservation Act 1999</i>)	.73
Compliance with the Agency's obligations under the <i>Carer Recognition Act 2010</i>	.58
Grant programs	N/A
Information Publication Scheme Statement	.71
List of compliance with reporting requirements	.127-128