



## APPENDIX A

### Family Responsibilities Board – schedule of meetings

Date of FR Board Meeting	Venue	Attendees
19 August 2014	DATSIMA Meeting Room Neville Bonner Building 6A/75 William Street Brisbane	Mr James Purtill, Director-General, Department of Aboriginal and Torres Strait Islander and Multicultural Affairs (Chair); Mr Noel Pearson, Executive Chairman, Cape York Institute for Policy and Leadership; Ms Caroline Edwards A/Deputy Secretary, Indigenous Affairs, Department of the Prime Minister and Cabinet representative for Ms Liza Carroll, Associate Secretary – Indigenous Affairs, Department of the Prime Minister and Cabinet.

Note (1): the FR Board meeting for November 2014 was moved from 18 November to 25 November 2014 but was subsequently cancelled as a quorum of a least 2 members under section 123 (3) of the *Family Responsibilities Commission Act 2008* was not achieved.

Note (2): the FR Board Meeting of 3 February 2015 was cancelled as the Queensland Government was still in a caretaker period. The Queensland State election of the 31 January 2015 had not been declared prior to the scheduled Board meeting.

Note (3): the subsequent re-scheduled FR Board meeting of the 17 February 2015 was also cancelled with a new Minister, the Honourable Curtis Pitt MP, appointed to the Department of Aboriginal and Torres Strait Islander Partnerships on 16 February 2015. The meeting was rescheduled for 24 April 2015.

Note (4): the rescheduled FR Board meeting of 24 April 2015 was cancelled as a quorum of a least 2 members under section 123 (3) of the *Family Responsibilities Commission Act 2008* was not achieved.



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## APPENDIX B - SITTING CALENDAR

Family Responsibilities Commission 1 July 2014 to 31 December 2014

WEEK COMMENCING	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	OTHER
30 June						
7 July						
14 July		15	16		Public Holiday	18 Cairns Show Day
21 July		22				21 Mossman Show
28 July		29	30	31		
4 August	Public Holiday	5	6			4 Aurukun Day
11 August	11	12	13	14		
18 August		19	20			19 FR Board Meeting
25 August		26	27	28		
1 September		2	3			
8 September	8	9	10	11		
15 September		16	17			
22 September						
29 September						
6 October	Public Holiday	7	8			6 Labour Day
13 October	13	14	15	16		
20 October		21	22			
27 October		28	29	30		
3 November		4	5	6		
10 November	10	11	12	13		
17 November		18	19	20		
24 November		25	26	27		
1 December		2	3			
8 December						
15 December						
22 December				Public Holiday	Public Holiday	25 Xmas Day, 26 Boxing Day
29 December				Public Holiday		29, 30, 31 Office Closed for Xmas, 1 New Year's Day, 2 Jan Office Closed

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## Family Responsibilities Commission 1 January 2015 to 30 June 2015

WEEK COMMENCING	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	OTHER
5 January						
12 January						
19 January						
26 January	Public Holiday	27	28			26 Australia Day
2 February		3 3 3	4			
9 February		10	11			
16 February		17 17 17	18			
23 February	23	24	25	26		
2 March	2	3 3 3	4			
9 March		10	11			
16 March		17 17 17	18			
23 March		24	25			
30 March		31 31 31	1		Public Holiday	3 Good Friday
6 April	Public Holiday					6 Easter Monday
13 April						
20 April		21 21 21	22			
27 April		28	29	30		
4 May		5 5 5	6			
11 May	11	12	13	14		
18 May		19 19 19	20	21		
25 May						Commissioner Development Week
1 June	Public Holiday	2	3	4		1 Mabo Day for Doomadgee
8 June	Public Holiday	9 9 9	10	11		8 Queens Birthday
15 June	15	16	17	18	Public Holiday	19 Mt Isa Show Day
22 June		23 23 23	24			
29 June						

	Aurukun		Coen		Doomadgee		Hope Vale		Mossman Gorge		Office Days
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## APPENDIX C - Compliance checklist Family Responsibilities Commission 2014 – 2015 annual report

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant Minister</li> </ul>	ARRs – section 8	Page 4
Accessibility	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 10.1	Page 5 Page 107
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 10.2	Page 2
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	Page 2
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 10.4	Page 2
	<ul style="list-style-type: none"> <li>Information licensing</li> </ul>	<i>QGEA - Information Licensing</i> ARRs – section 10.5	N/A
	General information	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 11.1
<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>		ARRs – section 11.2	Pages 11-21
<ul style="list-style-type: none"> <li>Operating environment</li> </ul>		ARRs – section 11.3	Pages 46-53, 57-59, 101
<ul style="list-style-type: none"> <li>Machinery of government changes</li> </ul>		ARRs – section 11.4	N/A
Non-financial performance	<ul style="list-style-type: none"> <li>Government's objectives for the community</li> </ul>	ARRs – section 12.1	Pages 14-17
	<ul style="list-style-type: none"> <li>Other whole-of-government plans / specific initiatives</li> </ul>	ARRs – section 12.2	Pages 14-15
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 12.3	Page 16-17
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 12.4	Page 47
Financial performance	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 13.1	Pages 54-55
Governance – management and structure	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 14.1	Pages 60-61
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs – section 14.2	Page 60
	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs – section 14.3	N/A
	<ul style="list-style-type: none"> <li><i>Public Sector Ethics Act 1994</i></li> </ul>	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule) ARRs – section 14.4	Page 65

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Summary of requirement		Basis for requirement	Annual report reference
Governance – risk management and accountability	• Risk management	ARRs – section 15.1	Page 66
	• External scrutiny	ARRs – section 15.2	Page 67
	• Audit committee	ARRs – section 15.3	N/A
	• Internal Audit	ARRs – section 15.4	Page 54
	• Information systems and record keeping	ARRs – section 15.6	Page 65
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	Page 62
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	Page 63
Open Data	• Consultancies	ARRs – section 17	Page 69
		ARRs - section 34.1	
	• Overseas travel	ARRs – section 17	Page 69
		ARRs - section 34.2	
• Queensland Language Services Policy	ARRs – section 17	N/A	
	ARRs - section 34.3		
• Government bodies	ARRs – section 17	N/A	
	ARRs - section 34.4		
Financial statements	• Certification of financial statements	FAA – section 62	Page 72
		FPMS – sections 42, 43 and 50 ARRs – section 18.1	
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	Pages 99-100
• Remuneration disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 18.3	Page 62	



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## APPENDIX D

### Welfare Reform

Welfare Reform is a partnership between five welfare reform communities, the Queensland Government, Australian Government and the Institute. Welfare Reform aims to address the collapse of social norms and passive dependence on welfare which has displaced responsibility from many Indigenous people.

#### The partnership communities are:

##### Aurukun

Aurukun is on the western coast of Cape York and is approximately 900 kilometres northwest of Cairns, and about 200 kilometres south of Weipa. The community had an estimated resident adult population of 991 people as at 30 June 2014<sup>1</sup>.

##### Coen

The township of Coen is approximately halfway between Cairns and the tip of Cape York. It is not a discrete Aboriginal community and is part of Cook Shire. The township had an estimated resident adult population of 234 people as at 30 June 2014<sup>2,3</sup>.

##### Doomadgee

Doomadgee lies alongside the Nicholson River, one of the permanent freshwater rivers that flow from the ranges behind Lawn Hill National Park in North West Queensland. Doomadgee is the first (or last) township on the Queensland section of the Savannah Way. It is 630 kilometres by road to Mt Isa and 1035 kilometres west of Cairns. The community had an estimated resident adult population of 869 people as at 30 June 2014<sup>1</sup>.

##### Hope Vale

Hope Vale is situated on the Cape York Peninsula and is 46 kilometres northwest of Cooktown. The estimated resident adult population of Hope Vale was 774 people as at 30 June 2014<sup>1</sup>.

##### Mossman Gorge

Mossman Gorge is a small Aboriginal community 75 kilometres north of Cairns, 4 kilometres from Mossman (the nearest town), and approximately 25 kilometres by road from Port Douglas. It is not a discrete Aboriginal community and is part of the Douglas Shire Council area. The community had an estimated resident population of 99 people as at 30 June 2014<sup>3</sup>.

1. Note: Adults 17 years and over provided by the Queensland Government Statistician's Office (QGSO), Queensland Treasury, based on the Australian Bureau of Statistics (ABS) unpublished preliminary Estimated Resident Population (ERP) data by age and sex at the Local Government Area level for 30 June 2014.
2. Note: Age breakdowns for Coen are unpublished estimates derived by the QGSO based on the ABS unpublished total preliminary ERP data
3. Note: Total population provided by the Queensland Government Statistician's Office, Queensland Treasury from the ABS unpublished preliminary ERP data at the Statistical Area level 1 for 30 June 2014.