

Annual Reporting Framework 2011-2012

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Public Sector Commission



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Commission

Annual Reporting Framework 2011-2012

Friday 30 March 2012

Annual Reporting Requirements

Public Sector Management Act 1994

Financial Management Act 2006

Treasurer's Instructions

Specific Legislation

Cabinet Decisions and Government Policy Statements

The Framework



Public Sector Commissioner's Circular 2012-01 Annual Reporting

Annual Reporting Framework 2011-12

Frequently Asked Questions

www.publicsector.wa.gov.au

Principles for Reporting

Quality of Information

Presentation

Readability

Format and Layout

Timing



Tabled within **90 days** of end of financial year



End of financial year is **30 June**
(unless an act provides otherwise)



Deadline – **Thursday 27 September 2012**

Distribution

Parliament

- 10 hard copies
- 1 electronic copy

National Library of Australia

- 1 hard copy

State Library of Western Australia

- 1 hard copy
- 1 electronic copy

Department of the Premier and Cabinet's Library

- 1 hard copy

Publication

One Official Version

Publicly Available ASAP after tabling

Primary distribution through agency's website

Limited number of hard copies

Costs to be kept to a minimum

Accessibility

12 point Arial font

Strong colour contrast between text and background

Avoid italics, block capitals, underlining and watermarks

Avoid the use of footnotes

Photographs to be explained in the text or caption

Reporting of Costs

Information	Previous Financial Year	Current Financial Year
Number of hard-copies printed (not including photocopies or electronic versions)		
Printing Cost (\$) (for printing hard copies of the final report)		
Cost of staff time (\$)		
Consultants/External Resources (\$)		
Total Cost (\$)		

Thank you

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