

## B. Additional information

This section contains additional information required for annual reporting purposes that is not in the main body of this report.

### *Public Sector Ethics Act 1994*

Though we are independent of the public sector, QAO is a signatory of the whole-of-government Public service Code of Conduct 2011, established under the *Public Sector Ethics Act 1994*.

QAO is an integrity body, and ethics are a crucial and deeply ingrained part of all that we do. Our internal policies, procedures, and practices align with ethical principles and values. Our auditors also apply APES 110 *Code of Ethics for Professional Accountants*, as issued by the Accounting Professional and Ethical Standards Board.

To proactively ensure and promote ethical conduct, we:

- undertake pre-employment screening for all staff, including contractors and audit service providers
- require staff to complete a comprehensive annual independence declaration
- require regular training in public sector ethics and the Public service Code of Conduct 2011
- provide refresher training on ethical decision-making.

### *Human Rights Act 2019*

We fully support the rights of people to be treated with dignity and respect, and are committed to providing a work environment that values the diversity of all people. We reflect this in our organisational values, which we assess staff on as part of their performance reviews. We adhere to all the requirements of the *Human Rights Act 2019* and have received no human rights complaints.

### Workforce planning and performance data

QAO takes a strategic planning approach to workforce management, in which we focus on capability and capacity. Each year, we review our workforce needs during our business planning process. This section provides data on our workforce.

#### Workforce numbers at 30 June 2023

Measure	FTE
Total FTE – effective full-time equivalents	182.25

#### Notes

- Effective full-time equivalents (FTE) includes staff on long-term paid leave. As at 30 June 2023, QAO had 7 staff on long-term paid leave.
- MOHRI measures are for public service reporting purposes.

During 2022–23, our separation rate for permanent employees was 19 per cent, (2021–22: 14 per cent). No redundancy, early retirement, or retrenchment packages were paid during the period.

The following tables provide QAO's data on our workforce inclusion and diversity.

**Workforce inclusion and diversity at 30 June 2023****Gender**

Gender	Number (Headcount)	Percentage of workforce (Calculated on headcount)
Woman	107	55%
Man	89	45%
Non-binary	<5	0%

**Diversity and target group data**

Diversity groups	Number (Headcount)	Percentage of workforce (Calculated on headcount)
Women	107	55%
Aboriginal Peoples and Torres Strait Islander peoples	<5	0%
People with disability	6	3%
Culturally and Linguistically Diverse – Speak a language at home other than English	57	29%

**Target group for women in leadership roles**

	Women (Headcount)	Women as a percentage of total leadership cohort (Calculated on headcount)
Senior Officers (Classified as s122 equivalent and combined)	9	32%
Senior Executive Service and Chief Executives (Classified and S122 equivalent combined)	2	29%

Further information on how we manage, develop, and support our people is on pages 6 - 11 of this report.

## Audit and Risk Management Committee

The below table provides the membership details of QAO's Audit and Risk Management Committee.

**Audit and Risk Management Committee 2022–23**

Member	Term	Meetings attended	Remuneration paid 2022–23 including indexed inflation*	Remuneration as per appointment letter p.a.*
Ian Rodin (Chair)	Nov 2020– Oct 2023	4	\$15,664	\$14,000
Russell Banham	Nov 2020– Oct 2023	4	\$8,160	\$8,000
Jeff Duthie	Sep 2022– Aug 2025	4	\$8,160	\$8,000

Note: \*All amounts exclude GST and do not include reimbursement of out-of-pocket expenses.

Further information on the functions of the Audit and Risk Management Committee is on page 28 of this report.

## QAO Audit Quality Sub-Committee

**QAO Audit Quality Sub-Committee 2022–23**

Member	Term	Meetings attended	Remuneration as per appointment letter p.a.*
Russell Banham (Chair)	Jan 2020 – Oct 2023	2	\$5,000
Ian Rodin	Jan 2020 – Oct 2023	2	\$4,000
Rajnish Padarath <sup>#</sup>	Jan 2020 – Oct 2023	2	\$0

Note: \*All amounts exclude GST and do not include reimbursement of out-of-pocket expenses.

<sup>#</sup> Not paid for this committee due to substantive role with Commonwealth regulatory agencies. In accordance with government policy, staff are not to be provided additional remuneration for sitting on government committees.