



Tasmania

ACCRUAL BUDGET AND FINANCIAL MANAGEMENT PROJECT

**STEERING COMMITTEE
MEETING OUTCOMES**

Meeting No 12
30 April 2001

Department of Treasury
and Finance

Accrual Budget and Financial Management Project

Steering Committee Meeting No 12

2.00 am – 3.00 pm Monday, 30 April 2001

First Floor Conference Room

Department of Treasury and Finance

Agenda

1. Apologies
2. Minutes of the Previous Meeting
3. Actions Arising
4. Project Manager's Report
5. Accrual Budget Chapter
6. Quality Assurance Report
7. Project Documentation
 - 7.1. Outcome Realisation Plan
8. Communication
 - 8.1. Communications Strategy
 - 8.2. Education Program
 - 8.3. ABFM Internet Site
 - 8.4. ABFM Email Bulletin
9. Other Business
10. Next Meeting: 1 June 2001

Present

Steering Committee Members	Position
Mr Philip Mussared	Deputy Secretary, Budget and Finance Division, Department of Treasury and Finance (Chairman)
Mr Stephen Gregory	Director, Budget Management Branch, Department of Treasury and Finance
Mr Tony Ferrall	Director, Finance and Facilities, Department of Health and Human Services
Mr Brian Smith	Finance Manager, Department of Justice and Industrial Relations
Mr Peter Williams	Director, Government Accounting and Finance Branch, Department of Treasury and Finance

Advisers

Mr Jeff Reeve, Project Manager	Assistant Director, Budget Management Branch, Department of Treasury and Finance
Ms Maria Skillern	Project and Quality Management Adviser, eService Group, Department of Premier and Cabinet

Apologies

Mr David Hudson	General Manager, Corporate Services, Department Infrastructure, Energy and Resources
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Meeting Outcomes

The Steering Committee:

2. • endorsed the Minutes of the previous meeting held on 29 March 2001;
3. • noted the status of the Actions Arising as at 30 April 2001;
4. • noted the Project Manager's Report;
5. • noted the status of the development of the accrual Budget chapter and that a draft chapter will be provide out-of-session to the Steering Committee members for endorsement;
6. • noted the sixth ABFM Project and Quality Management Advisory Reports prepared by Ms Maria Skillern;
 - noted the progress toward the development of the Project Execution Plan (PEP);
- 7.1 • endorsed the Outcome Realisation Plan (ORP) and approved its release as Version 1.0;
 - noted that the ORP will be provided on the ABFM Internet site and provided to Treasury executives for their information and/or comment;

- 8.1. • endorsed the ABFM Project Communications Strategy and noted that it will be provided on the ABFM Internet site and provided to Treasury executives for their information;
- 8.2. • noted the proposed Terms of Reference for the Education Working Group;
- 8.3. • noted that the Outcomes from the eleventh meeting of the Steering Committee have been added to ABFM Internet site and that the following documents will soon be available on the site:
 - the Outcome Realisation Plan; and
 - the Communications Strategy;
- 8.4. • noted the ABFM Email Bulletin distribution list and that the Project Team will revise the list to include a wider audience in particular, corporate planning officers in agencies;
 - noted that the next edition of the Bulletin will be released following a decision by the Treasurer on the publication of the accrual Budget chapter in Budget Paper No 1; and
10. • noted that the next meeting of the Steering Committee will be held on Friday, 1 June 2001.