



Tasmania

ACCRUAL BUDGET AND FINANCIAL MANAGEMENT PROJECT

**STEERING COMMITTEE
MEETING OUTCOMES**

Meeting No 13
1 June 2001

*Department of Treasury
and Finance*

Accrual Budget and Financial Management Project
Steering Committee Meeting No 13

11.00 am – 12.00 pm Friday, 1 June 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. Quality Assurance Report
6. Phase 1
 - 6.1. Outputs
 - 6.2. Review
7. Phase 2
 - 7.1. Outputs
 - 7.2. Data Collection
8. Communication
 - 8.1. Education Program
 - 8.2. Agency Reference Group Meeting
 - 8.3. ABFM Internet Site
 - 8.4. ABFM Email Bulletin
9. Other Business
10. Next Meeting: 27 July 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 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
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Apologies

Mr Tony Ferrall	Director, Finance and Facilities, Department of Health and Human Services
Mr David Hudson	General Manager, Corporate Services, Department Infrastructure, Energy and Resources
Ms Maria Skillern	Project and Quality Management Adviser, eService Group, Department of Premier and Cabinet

Meeting Outcomes

The Steering Committee:

2. • endorsed the Minutes of the previous meeting held on 30 April 2001;
3. • noted the status of the Actions Arising as at 1 June 2001;
4. • noted the Project Manager's Report;
5. • noted the seventh ABFM Project and Quality Management Advisory Report prepared by Ms Maria Skillern;
- 6.1. • agreed that Phase 1 of the ABFM Project has been achieved;
- 6.2. • noted a review is to be undertaken of the Accrual Budgeting Workbook and the agency accrual Budget preparation process to identify improvements and accommodate the requirements for Phase 2. The review will be undertaken by an inter-agency working group chaired by Brian Smith;
 - noted a review will be coordinated by the Project Team of the agency accrual Budget consolidation process to identify improvements for Phase 2;
- 7.1. • noted the Outputs to be achieved for Phase 2 and the milestones for submission of

the accrual budgeting framework to the Treasurer;

- 7.2.** • noted that the Business Owners approved a review of the Accrual Budgeting Workbook for the collection of agency accrual Budget data for the 2002-03 Budget in accordance with the principles of the Australian Accounting Standards;
- noted that the Business Owners will make a decision by the end of June with regard to the collection of accrual UPF Budget data for 2002-03
- 8.1.** • noted the major Outcomes from the first two meetings of the Education Working Group chaired by Debbie Sadler;
- agreed that for 2001, the education program was a general program aimed at increasing accrual awareness and not specifically directed to accrual budgeting;
- 8.2.** • noted that an Agency Reference Group meeting will be held in mid July 2001;
- 8.3.** • noted that the following documents have been added to the ABFM Internet site:
 - the Outcomes from the twelfth meeting of the Steering Committee;
 - the Outcome Realisation Plan; and
 - the Communications Strategy;
- 8.4.** • noted that the seventh edition of the ABFM Email Bulletin will be released in the week commencing 4 June 2001; and
- 10.** • noted that the next meeting of the Steering Committee will be held on Friday, 27 July 2001.