

# BUDGET MANAGEMENT AND FINANCIAL REPORTING CYCLE FOR 2003-04

	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04	Aug-04		
<b>2004-05 BUDGET DEVELOPMENT</b>		Community Consultation submissions invited for the 2004-05 Budget from the Tasmanian community <b>Early September</b>	Community Consultation (CC) submissions received by Treasury <b>Early October</b>  Agencies provided with CC submissions <b>Early October</b>  Budget Committee provided with a summary of CC submissions <b>Mid October</b>	Ministers meet with Peak Community Groups to discuss submissions <b>Early November</b>	Agencies submit 2004-05 Pre-Budget Report information for Treasury and DPAC analysis <b>Mid December</b>  Agencies submit CIP bids for inclusion in the 2004-05 CIP <b>Mid December</b>	Treasury assess 2004-05 CIP bids <b>Early January</b>  Treasury and DPAC meet to discuss Agency 2004-05 Pre-Budget Reports <b>Mid January</b>  Treasury and DPAC meet with Agencies to discuss 2004-05 Pre-Budget Reports <b>Late January</b>	Treasury and DPAC prepare final 2004-05 Pre-Budget Reports <b>Early February</b>  Budget Committee meet with Ministers and Agencies to consider 2004-05 Pre-Budget Reports <b>Late February</b>	Treasury prepares Budget Papers  Treasury seeks clarification of 2004-05 Pre-Budget Report issues arising from Budget Committee meetings <b>Early March</b>  Budget Committee formulates 2004-05 Budget <b>Late March</b>	Cabinet considers 2004-05 Budget <b>Early April</b>  March YTD Actuals collected for inclusion in 2004-05 Budget Papers <b>Early April</b>  2004-05 Budget allocation advice provided to Agencies <b>Mid April</b>  Agencies to allocate 2004-05 Budgets in BMS <b>Mid April</b>	Agencies submit 2004-05 Budget Paper No 2 Chapters <b>Early May</b>  Final Treasury clearance and QA of Budget Papers <b>Mid May</b>  Budget introduced into Parliament <b>Late May</b>	Parliamentary Scrutiny of 2004-05 Budget - Including Estimates Committee process <b>Early June</b>  Agencies reply to Peak Community Groups <b>Late June</b>  2004-05 TECAs issued <b>30 June</b>				
	<b>2003-04 BUDGET MONITORING</b>	2003-04 State of the Budget Report provided to Treasurer each month											End of year actual data finalised by <b>7 July (CF) and 15 July (SDTF)</b>		
		Agencies to review Consolidated Fund, SDTF and accrual estimates and provide revised estimates to Treasury via BMS on a monthly basis <b>Last Working Day</b>													
		2003-04 Cash files provided to Treasury each month													
				1st Quarter Accrual File to Treasury <b>5th Working Day</b>	Accrual File to Treasury for Testing <b>5th Working Day</b>	Accrual File to Treasury for Testing <b>5th Working Day</b>	2nd Quarter Accrual File to Treasury <b>5th Working Day</b>			3rd Quarter Accrual File to Treasury <b>5th Working Day</b>			4th Quarter Accrual File to Treasury <b>5th Working Day</b>		
			2003-04 Stage 1 CIP-EM allocation advice provided to Agencies <b>Mid September</b>		Update 2003-04 and FE Expenditure, Revenue and Accrual Estimates in BMS for Half Yearly Report <b>Late November</b>			2003-04 Stage 2 CIP-EM allocation advice provided to Agencies <b>Early February</b>		Round 1 Estimated End of Year Carry Forwards <b>Early April</b>	EOY Process RAFs, Savings and Transfers <b>Mid May</b>	Round 2 Estimated End of Year Carry Forwards <b>Early June</b>	Round 3 Actual End of Year Carry Forwards <b>Mid July</b>		
				2003-04 Stage 2 CIP-EM submissions required from Agencies <b>Mid October</b>					Update 2003-04 and FE Expenditure, Revenue and Accrual Estimates in BMS <b>Early April</b>			Final 2003-04 TECAs issued <b>Late June</b>	2004-05 Stage 1 CIP-EM submissions required from Agencies <b>Mid July</b>		
		<b>FINANCIAL REPORTING</b>		Quarterly Accrual File to Treasury <b>1 September</b>	2002-03 Loan Council Outcomes Report published by Treasury <b>31 October</b>		2002-03 Whole of Government Consolidated Financial Statements published by <b>December</b>		2003-04 Half Yearly Revised Outcome Gazetted <b>15 February</b>						2003-04 Preliminary Outcome Gazetted <b>15 August</b>
				Agencies provide 2002-03 Financial Statements to Auditor-General and Treasury <b>30 August</b>	2002-03 Treasurer's Statements tabled in Parliament <b>30 September</b>	2002-03 Departmental Annual Reports tabled in Parliament by <b>30 November</b>									



Tasmania

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**Legend**

	Agencies to provide information to Treasury
	Budgeting
	Financial Reporting