

TREASURER'S INSTRUCTION
FINANCIAL MANAGEMENT ACT 2016
BUDGET MANAGEMENT

EFFECTIVE DATE

1 July 2019

SCOPE

This Treasurer's Instruction applies to all agencies listed in Column 1 of Schedule 1, Part 1 in the *Financial Management Act 2016* unless otherwise exempted or provided for under the provisions of the Act.

APPLICATION

At all times.

OBJECTIVE

To provide direction in relation to budget management and associated budget processes.

INSTRUCTION

Management of Appropriations

- 1.1 The Accountable Authority must advise the Secretary of the Department of Treasury and Finance, as soon as practicable, if it becomes apparent that material above Budget expenditure has occurred, or is at risk of occurring, within the Agency that is unforeseen and cannot be managed within existing appropriations.

Agency Budget Data Requirements

- 1.2 The Accountable Authority will provide to the Secretary of the Department of Treasury and Finance, budgetary information in respect of the Public Account and Agency accounts to facilitate the development of the Budget Papers, the provision of information to Budget Committee, and the monitoring of the Budget throughout the year.
- 1.3 This information is to be provided at such times and in such form and manner as required by the Secretary of the Department of Treasury and Finance, or the Treasurer.

Asset Management

- I.4 The Accountable Authority must develop a Strategic Asset Management Plan which must not be implemented without first being endorsed by the Treasurer.
- I.5 Where an Agency has an endorsed Strategic Asset Management Plan, the Accountable Authority may seek to access up to 100 per cent of sale proceeds through approval by the Treasurer.

ADDITIONAL GUIDANCE

Further information in support of this Treasurer's Instruction can be found in the *Financial Management - Better Practice Guidelines*.