



**Government
of South Australia**

TRS19D1090

Hon Stephen Mullighan MP
Member for Lee
Unit 1, 62 Semaphore Road
SEMAPHORE SA 5019

lee@parliament.sa.gov.au

Treasurer
Level 8
State Administration Centre
200 Victoria Square
Adelaide SA 5000
GPO Box 2264
Adelaide SA 5001
DX 56203 Victoria Square
Tel 08 8226 1866
treasurer.dtf@sa.gov.au


Dear Mr Mullighan

APPLICATION UNDER THE *FREEDOM OF INFORMATION ACT 1991*

I refer to your applications made under the *Freedom of Information Act 1991* (FOI Act), dated 8 May 2019.

Your application seeks access to:

"All minutes, briefings and correspondence titled 'June 2018 T111 Accounts Payable Reporting' as described on the Objective document management system, between 12 July 2018 and 8 May 2019."

The legislative prescribed timeframe to determine this application has expired and is now deemed to have refused you access to all documents relevant to your application. I refer to my letter dated 26 May 2019 where I sought additional time to make my determination.

The purpose of this letter is to advise you of my determination. An extensive search was conducted within this office. A total of 1 document was identified as answering the terms of your application

I grant you access in full to 1 document; a copy of which is enclosed.

Please note, in compliance with Premier and Cabinet Circular PC045 - *Disclosure Logs for Non-Personal Information Released through Freedom of Information* (PC045), the Department of Treasury and Finance is now required to publish a log of all non-personal information released under the *Freedom of Information Act 1991*.

In accordance with this Circular, any non-personal information determined for release as part of this application, may be published on the DTF website. A copy of PC045 can be found at the following address: <http://dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars>. Please visit the website for further information.

As I am determining this application as Principal Officer, Section 29(6) of the Act does not provide for an internal review. If you are dissatisfied with my determination you are entitled to exercise your rights of external review with the Ombudsman.

Alternatively, you can apply to the South Australian Civil and Administrative Tribunal. If you wish to seek a review, Section 39(3) of the Act states you must do so within 30 calendar days of receiving the determination.

If you require any further information, please contact Vicky Cathro on 8226 9769.

Yours sincerely

A handwritten signature in black ink that reads "Rob Lucas". The signature is written in a cursive style with a large initial "R".

Hon Rob Lucas MLC
Principal Officer

15 June 2019

DTF:Treasurer

From: Whiteley, Vanessa (DTF)
Sent: Wednesday, 18 July 2018 12:54 PM
To: DTF:Treasurer
Cc: Lardner, Helen (DTF); Crowe, Terry (DTF)
Subject: TF18D00532 - Minute to Treasurer RE June 2018 T111 Accounts Payable Reporting
Attachments: TF18D00532 - Minute to Treasurer RE June 2018 T111 Accounts Payable Repo....pdf
Categories: Naveena

Good afternoon,

Please find attached a scanned copy of the Minute + attachment regarding the above matter for your consideration.

Kind regards,

Vanessa Whiteley
Administration Assistant
Office of the Chief Executive

State Administration Centre, Level 8, 200 Victoria Square ADELAIDE SA 5000
t 822 64216 | e vanessa.whiteley2@sa.gov.au | w treasury.sa.gov.au



Government of South Australia
Department of Treasury
and Finance



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MINUTE

18/07/18
T18/040
TR518-D1304

T



Government
of South Australia
Department of Treasury
and Finance

MINUTES forming ENCLOSURE

File T&F18/0374

Doc No TF18D00532

To The Treasurer

JUNE 2018 T111 ACCOUNTS PAYABLE REPORTING

Timing: ROUTINE — For information only

Recommendations/Issues: It is recommended that you:

- Note the attached reports for the account payment performance of DTF, CTPIR, ESCOSA and PBAS.

Noted

Hon Rob Lucas MLC
Treasurer

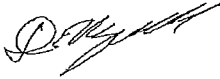
22/7/18

Key Points:

- As required by the changes to Treasurers Instruction 11 'Payment of Creditors' Accounts', agencies are required to forward account payment information to their Minister within 21 days of the end of each month.
- In June, DTF and bureau clients achieved 98.43% of invoices paid within 30 calendar days of the agency receipt date based on volume and 99.77% based on value.
- DTF paid 634 invoices for the month of June. Of those invoices 11 were paid more than 30 calendar days after the agency received date. An analysis of late payments revealed:
 - 7 invoices were paid late due to branches delaying the forwarding of invoices to Shared Services AP or delayed payment approvals;
 - 2 invoices were delayed due to the injury management payment process;
 - 1 invoice was paid late due to a delay in Shared Services AP processing;
 - 1 invoice was delayed due to the vendor not providing a valid invoice.



- CTPIR paid 94 invoices for the month of June achieving 100% of invoices paid within 30 calendar days of the agency received date.
- ESCOSA paid 30 invoices in June with 1 invoice paid more than 30 days after agency receipt date, due to a Basware system error not recognising the purchase order number.
- PBAS paid 6 invoices in June achieving 100% of invoices paid within 30 calendar days of the agency received date.
- DTF has not made any interest payments for late paid invoices.



David Reynolds
CHIEF EXECUTIVE

18 July 2018

Contact Officer:	Terry Crowe
Telephone:	822 62773
Email address:	terry.crowe@sa.gov.au



Account Payment Statistics by Fund

For Period: 01/06/2018 to 30/06/2018

111: Treasury & Finance Operating Account

Please ensure that Account Payment Performance is internally monitored and late payments are being reviewed.

Particulars	Number of Accounts Paid	% of Total Accounts Paid	Value (Excl GST) of Accounts Paid	% of Total Value of Accounts Paid
Paid* within 30 calendar days	623	98 %	10,946,086.91	100 %
Paid* within 31 to 60 calendar days	8	1 %	24,333.05	0 %
Paid* more than 60 calendar days	3	0 %	1,332.60	0 %
	634		10,971,752.56	

* Payment calculations are as per sec 11.8 of Treasurers Instruction 11: Payment of Creditors' Accounts. Generally, unless there is a discount or a written agreement between the public authority and the creditor, payment should be within thirty days of the date the invoice or claim was first received.



Account Payment Statistics -y Fund

For Period: 01/06/2018 to 30/06/2018

329: Compulsory Third Party Insurance Regulator

Please ensure that Account Payment Performance is internally monitored and late payments are being reviewed.

Particulars	Number of Accounts Paid	% of Total Accounts Paid	Value (Excl GST) of Accounts Paid	% of Total Value of Accounts Paid
Paid* within 30 calendar days	94	100 %	9,101,624.04	100 %
	94		9,101,624.04	

* Payment calculations are as per sec 11.8 of Treasurers Instruction 11: Payment of Creditors' Accounts. Generally, unless there is a discount or a written agreement between the public authority and the creditor, payment should be within thirty days of the date the invoice or claim was first received.



Account Payment Statistics - by Fund

For Period: 01/06/2018 to 30/06/2018

369: Essential Services Commission

Please ensure that Account Payment Performance is internally monitored and late payments are being reviewed.

Particulars	Number of Accounts Paid	% of Total Accounts Paid	Value (Excl GST) of Accounts Paid	% of Total Value of Accounts Paid
Paid* within 30 calendar days	29	97 %	129,877.17	87 %
Paid* within 31 to 60 calendar days	1	3 %	20,167.95	13 %
	30		150,045.12	

* Payment calculations are as per sec 11.8 of Treasurers Instruction 11: Payment of Creditors' Accounts. Generally, unless there is a discount or a written agreement between the public authority and the creditor, payment should be within thirty days of the date the invoice or claim was first received.



Account Payment Statistics by Fund

For Period: 01/06/2018 to 30/06/2018

345: Parliamentary Budget Advisory Service (PBAS)

Please ensure that Account Payment Performance is internally monitored and late payments are being reviewed.

Particulars	Number of Accounts Paid	% of Total Accounts Paid	Value (Excl GST) of Accounts Paid	% of Total Value of Accounts Paid
Paid* within 30 calendar days	6	100 %	26,629.17	100 %
	6		26,629.17	

* Payment calculations are as per sec 11.8 of Treasurers Instruction 11: Payment of Creditors' Accounts. Generally, unless there is a discount or a written agreement between the public authority and the creditor, payment should be within thirty days of the date the invoice or claim was first received.