

Contents

1. Plan Financial Management Approaches	7
1.1 Access Budget and Financial Plans for Work Team	11
1.2 Evaluate Budget and Financial Plan Outcomes with Required Organisational Personnel.	32
1.3 Negotiate any Changes Required to be Made to Budget and Financial Plans with Required Organisational Personnel.	38
1.4 Prepare Contingency Plans in the Event that Initial Plans Need to be Varied.	43
2. Implement and Monitor Financial Management Plans	59
2.1 Communicate Details of Agreed Budget and Financial Plans to Relevant Team Members	60
2.2 Support Team Members to Access Resources and Systems to Perform Required Roles	69
2.3 Implement Processes to Monitor Actual Expenditure, Control Costs and Modify Contingency Plans as Required According to Financial Objectives	87
2.4 Report on Budget and Expenditure According to Organisational Protocols	96
3. Review and Evaluate Financial Management Plans	109
3.1 Collect Information On Effectiveness of Financial Management Processes within Work Team	111
3.2 Analyse Variance Between Actual and Budgeted Finances	120
3.3 Identify and Recommend Improvements to Existing Financial Management Processes.	124
3.4 Implement Agreed Improvements According to Financial Objectives of Work Team and Organisation	129
3.5 Evaluate Agreed Improvements	133
Unit Review	139