Is your agency subject to the Standing Directions 2018 under the *Financial Management Act 1994*

## Updated as at 1 January 2024

The Standing Directions 2018 under the *Financial Management Act 1994* (the Directions) are applicable to all ‘Agencies’, as defined within the Directions.

Each Agency should conduct an assessment of whether they are an Agency under the Directions, and therefore subject to the Directions. This fact sheet tells you how to do so.

The assessment must establish:

1. If the Agency falls within the Directions’ definition of Agency; and
2. Whether the Agency is excluded from applying the Directions or has a specific exemption.

## Defining an ‘Agency’

**This guide is designed to assist Agencies in making an assessment on whether the Directions apply. It is not a substitute for legal advice. If there is any uncertainty, Agencies should seek legal advice, consult enabling legislation, or discuss with your portfolio department or the Department of Treasury and Finance (DTF).**

An **‘Agency’** is defined within the Directions as any Department or Public Body. These definitions are the same as those contained within section 3 of the *Financial Management Act 1994 (FMA)*:

|  |
| --- |
| ‘**Department**’ means:  (a) A department within the meaning of the *Public Administration Act 2004*;  (b) An office or body specified in section s16(1) of that Act.  ‘**Public Body**’ means:  (a) A public statutory authority;  (b) A State business corporation or State body within the meaning of the *State Owned Enterprises Act 1992*;  (ba) Court Services Victoria;  (c) A body, office or trust body –  (i) established by or under an Act or enactment; or  (ii) established by the Governor in Council or a Minister –  **and that is declared by the Minister**, by notice published in the Government Gazette, to be a body or office to which Part 7 applies. |

Accordingly, an Agency may be captured by the definition of ‘public body’ by virtue of sub-sections (a), (b) or (ba), or by virtue of having been **declared** to be subject to the Act under sub-section (c).

A State-controlled company formed under the Corporations Act of the Commonwealth (noting that continuing companies originally formed under State Companies Acts are now deemed to have been formed under the Corporations Act) can be declared to be a public body under sub-section (c)(ii) if the steps to incorporate the company were implemented under a decision or instruction of a Minister or the Governor in Council (but not if, for example, the company was originally formed outside government and subsequently purchased by the State). Agencies should obtain professional advice if there is uncertainty about when and how a company was formed.

The term ‘public statutory authority’ under clause (a) is not defined in Victorian legislation. The legally accepted view is that in Victoria a public statutory authority is an Agency that:

1. performs one or more functions of a public nature for the benefit of the community; and
2. does so under authority granted by or under Victorian legislation to perform a public purpose; and
3. is accountable to, and subject to control[[1]](#footnote-1) by, the State of Victoria in the performance of those functions.

## Agencies excluded by the Directions

Direction 1.2 excludes the following Agencies from the application of the Directions:

1. any school council constituted under Part 2.3 of the *Education and Training Reform Act 2006*;
2. any incorporated committee of management, unless the committee is listed in Instruction 1.2(b);
3. any class B cemetery trust constituted under section 6 of the *Cemeteries and Crematoria Act 2003*;
4. any ‘registered unit’ as defined in the *Victoria State Emergency Services Act 2005*; and
5. any ‘volunteer brigade’ as defined in the *Country Fire Authority Act 1958*.

Direction 2.3.5(a) requires the Accountable Officers of Portfolio Departments to establish appropriate financial management requirements for their portfolio Agencies that are excluded from the Directions, including Class B cemetery trusts, incorporated committees of management and school councils under Direction 1.2.1(a) to (c), or Agencies that have received an individual exemption from the Directions, subject to a condition that alternative financial management arrangements are established and maintained.

Direction 2.3.5(b) requires the Accountable Officers of VicSES and CFA to establish appropriate financial management requirements for their registered units and volunteer brigades respectively.

## Exemptions

The Assistant Treasurer may, in writing, exempt a person, Agency or class of Agencies from a specific or all requirements in these Directions and Instructions. Direction 1.5 provides details.

## Other State entities – not subject to the Directions

Other State entities, that do not fall within the definition of ‘Agency’, are not bound by the Directions. However, they are encouraged to apply them where this would enhance their financial accountability and control frameworks.

For example, entities established under the Commonwealth Corporations Act, such as State Trustees Limited, Visit Victoria and Launch Victoria, may voluntarily choose to apply the Directions.

An **Administrative Office** (AO) means a body or group existing as an AO **in relation to** a Department by virtue of an Order made under section 11 of the *Public Administration Act 2004*. For FMA and Standing Direction purposes AOs are considered part of the relevant Department and are **not** listed separately below. For a recent list of AOs see: https://vpsc.vic.gov.au/about-public-sector/machinery-of-government/.

An entity may be declared under section 53A (Annual reports of State-owned corporations and other bodies) of the FMA to be a corporate body to which section 53A of the FMA applies. An Agency declared under this section must have its annual report tabled in Parliament. While these Agencies are not required to comply with the requirements of the Directions they may voluntarily do so.

A section 53A Declaration has been made in respect to a number of Corporations Act entities, including:

* Agricultural Victoria Services Pty Ltd
* Docklands Studios Melbourne Pty Ltd
* Melbourne Recital Limited
* Phytogene Pty Ltd
* Victorian Institute of Sport Limited

## Agencies subject to the FMA and Directions

A list of Agencies considered to be subject to the Directions has been compiled by DTF and is provided below. The list is not definitive or exhaustive due to the large number of Agencies, the degree of variability and change in Agencies’ legal status, and the complexity of applying the legal definitions. Agencies should not assume they are not subject to the Directions because they are not on the list.

There may be Agencies that are legally subject to the Directions but have not been included on this list, for example DTF may not be aware of them or applicability is yet to be established.

Also **note**, some Agencies on the list may have exemptions from the Standing Directions and be subject to alternative arrangements usually with their portfolio department. They have been included for completeness. It is an Agency’s responsibility to confirm its FMA and Directions status.

**This list is not intended to be relied on as legal, commercial or financial advice, and should not be used as a substitute for seeking advice.**

Should you have any feedback on the list (for example, new Agencies to be included or agencies which should be removed), please contact us at: standing.directions@dtf.vic.gov.au.

| List of Agencies considered to be subject to the 2018 Standing Directions under the *Financial Management Act 1994* |
| --- |
| Adult Community and Further Education Board |
| AMES Australia |
| Albury Wodonga Health |
| Alexandra District Hospital |
| Alfred Health |
| Alpine Health |
| Alpine Resorts Victoria |
| Ambulance Victoria |
| Architects' Registration Board of Victoria |
| Austin Health |
| Australian Centre for the Moving Image (ACMI) |
| Australian Grand Prix Corporation |
| Bairnsdale Regional Health Service |
| Ballarat General Cemeteries Trust |
| Barwon Health |
| Barwon Region Water Corporation |
| Bass Coast Health |
| Beaufort and Skipton Health Service |
| Beechworth Health Service |
| Benalla Health |
| Bendigo Health |
| Bendigo Kangan Institute (TAFE) |
| Boort District Health |
| Box Hill Institute (TAFE) |
| Breakthrough Victoria Pty Ltd |
| Business Licensing Agency |
| Casterton Memorial Hospital |
| Caulfield Racecourse Reserve Trust |
| CenITex |
| Central Gippsland Health Service |
| Central Gippsland Region Water Corporation |
| Central Highlands Region Water Corporation |
| Central Highlands Rural Health |
| Chisholm Institute (TAFE) |
| Cladding Safety Victoria |
| Cohuna District Hospital |
| Colac Area Health |
| Coliban Region Water Corporation |
| Commission for Children and Young People |
| Corangamite Catchment Management Authority |
| Corryong Health |
| Country Fire Authority (CFA) |
| Court Services Victoria |
| Dairy Food Safety Victoria |
| Deakin University \* |
| Dental Health Services Victoria |
| Department of Education (DE) |
| Department of Energy, Environment and Climate Action (DEECA) |
| Department of Families, Fairness and Housing (DFFH) |
| Department of Government Services (DGS) |
| Department of Health (DH) |
| Department of Jobs, Skills, Industry and Regions (DJSIR) |
| Department of Justice and Community Safety (DJCS) |
| Department of Premier and Cabinet (DPC) |
| Department of Transport and Planning (DTP) |
| Department of Treasury and Finance (DTF) |
| Development Victoria |
| Dhelkaya Health |
| Dhelkunya Dja Land Management Board |
| Director of Housing |
| Disability Services Commissioner (incorporating the Disability Services Board) |
| Disability Workers Registration Board of Victoria |
| East Gippsland Catchment Management Authority |
| East Gippsland Region Water Corporation |
| East Grampians Health Service |
| East Wimmera Health Service |
| Eastern Health |
| Echuca Regional Health |
| Emerald Tourist Railway Board |
| Emergency Services and State Superannuation Board (ESSSuper) |
| Energy Safe Victoria |
| Environment Protection Authority Victoria |
| Essential Services Commission |
| Family Violence Protection Agency (Respect Victoria) |
| Federation University Australia (former University of Ballarat) \* |
| Film Victoria |
| Fire Rescue Victoria |
| Game Management Authority |
| Geelong Cemeteries Trust |
| Geelong Performing Arts Centre Trust |
| Gippsland and Southern Rural Water Corporation |
| Gippsland Southern Health Service |
| Glenelg Hopkins Catchment Management Authority |
| Goulburn Broken Catchment Management Authority |
| GOTAFE (Goulburn Ovens Institute of TAFE) |
| Goulburn Valley Health |
| Goulburn Valley Region Water Corporation |
| Goulburn-Murray Rural Water Corporation |
| Grampians Health |
| Grampians Wimmera-Mallee (GWM) Water Corporation |
| Greater Metropolitan Cemeteries Trust |
| Greater Western Water |
| Great Ocean Road Coast and Parks Authority |
| Great Ocean Road Health |
| Greyhound Racing Victoria |
| Gunaikurnai Traditional Owner Land Management Board |
| Harness Racing Victoria |
| Head, Transport for Victoria |
| HealthShare Victoria (formerly Health Purchasing Victoria) |
| Heathcote Health |
| Heritage Council of Victoria |
| Hesse Rural Health Service |
| Heywood Rural Health |
| Holmesglen Institute (TAFE) |
| Independent Broad-based Anti-corruption Commission |
| Infrastructure Victoria |
| Inglewood and Districts Health Service |
| Judicial College of Victoria |
| Judicial Commission of Victoria |
| Kardinia Park Stadium Trust |
| Kerang District Health |
| Kooweerup Regional Health Service |
| Kyabram and District Health Services |
| Labour Hire Licensing Authority |
| Latrobe Regional Hospital |
| La Trobe University \* |
| Lower Murray Urban and Rural Water Corporation |
| Mallee Catchment Management Authority |
| Mallee Track Health and Community Service |
| Mansfield District Hospital |
| Maryborough District Health Service |
| Melbourne Arts Precinct Corporation (MAP Co) |
| Melbourne and Olympic Parks Trust |
| Melbourne Convention and Exhibition Centre Trust (MCEC) |
| Melbourne Cricket Ground Trust |
| Melbourne Health |
| Melbourne Market Authority |
| Melbourne Polytechnic (TAFE) |
| Melbourne Water Corporation |
| Mental Health and Wellbeing Commission |
| Mental Health Tribunal |
| Mildura Base Public Hospital |
| Mine Land Rehabilitation Authority |
| Monash Health |
| Monash University \* |
| Moyne Health Services |
| Murray Valley Wine Grape Industry Development Committee |
| Museum Board of Victoria |
| Nathalia, Cobram and Numurkah (NCN) Health |
| National Gallery of Victoria, Council of Trustees |
| North Central Catchment Management Authority |
| North East Catchment Management Authority |
| North East Link State Tolling Corporation |
| North East Region Water Corporation |
| Northeast Health Wangaratta |
| Northern Health |
| Office of Commissioner for Environmental Sustainability |
| Office of Public Prosecutions Victoria |
| Office of the Road Safety Camera Commissioner |
| Office of the Racing Integrity Commissioner |
| Office of the Special Investigator |
| Office of the Victorian Information Commissioner |
| Ombudsman Victoria |
| Omeo District Health |
| Orbost Regional Health |
| Parks Victoria |
| Peninsula Health |
| Peter MacCallum Cancer Institute |
| Phillip Island Nature Park Board of Management |
| Portable Long Service Benefits Authority |
| Portland District Health |
| Port of Hastings Development Authority |
| Ports Victoria |
| Post Sentence Authority |
| PrimeSafe |
| Professional Standards Council of Victoria |
| Queen Victoria Women's Centre Trust |
| Registrar of Housing Agencies |
| Remembrance Parks Central Victoria (formally Bendigo Cemeteries Trust) |
| Residential Tenancies Bond Authority |
| Robinvale District Health Services |
| Rochester and Elmore District Health Service |
| Royal Botanic Gardens Board of Victoria |
| RMIT University \* |
| Rural Assistance Commissioner |
| Rural Northwest Health |
| Safe Transport Victoria |
| SEC Victoria Pty Ltd |
| SEC Infrastructure Pty Ltd |
| SEC Energy Pty Ltd |
| Sentencing Advisory Council |
| Seymour Health |
| Shrine of Remembrance Trustees |
| South East Water Corporation |
| South Gippsland Hospital |
| South Gippsland Region Water Corporation |
| South West Healthcare |
| South West Institute of TAFE |
| Southern Metropolitan Cemeteries Trust |
| State Electricity Commission of Victoria |
| State Library of Victoria, Board of |
| State Sport Centres Trust |
| Suburban Rail Loop Authority |
| Sunraysia Institute of TAFE |
| Surveyors Registration Board of Victoria |
| Sustainability Victoria |
| Swan Hill District Health |
| Swinburne University \* |
| TAFE Gippsland |
| Tallangatta Health Service |
| Terang and Mortlake Health Service |
| The Gordon (TAFE) |
| The Queen Elizabeth Centre |
| The Royal Children's Hospital |
| The Royal Victorian Eye and Ear Hospital |
| The Royal Women's Hospital |
| The Secretary, Project Development |
| Timboon and District Healthcare Service |
| Transport Accident Commission (TAC) |
| Treasury Corporation of Victoria |
| Triple Zero Victoria |
| Trust for Nature (Victoria) |
| Tweddle Child and Family Health Service |
| University of Melbourne \* |
| V/Line Corporation |
| Veterinary Practitioners Registration Board of Victoria |
| VicForests |
| Victoria Legal Aid |
| Victoria Police (Office of the Chief Commissioner of Police) |
| Victoria State Emergency Service Authority |
| Victoria University\* |
| Victoria 2026 Pty Ltd |
| Victorian Academy of Teaching and Leadership |
| Victorian Arts Centre Trust |
| Victorian Asbestos Eradication Agency |
| Victorian Assisted Reproductive Treatment Authority |
| Victorian Auditor-General’s Office |
| Victorian Building Authority |
| Victorian Collaborative Centre for Mental Health and Wellbeing |
| Victorian Curriculum and Assessment Authority |
| Victorian Disability Workers Commission (incorporating the Office of the Commissioner) |
| Victorian Electoral Commission (incorporating the Electoral Boundaries Commission) |
| Victorian Environmental Water Holder |
| Victorian Equal Opportunity and Human Rights Commission |
| Victorian Fisheries Authority |
| Victorian Funds Management Corporation |
| Victorian Gambling and Casino Control Commission |
| Victorian Government Purchasing Board |
| Victorian Health Promotion Foundation (VicHealth) |
| Victorian Independent Remuneration Tribunal |
| Victorian Inspectorate |
| Victorian Institute of Forensic Medicine (VIFM) |
| Victorian Institute of Forensic Mental Health (Forensicare) |
| Victorian Institute of Teaching |
| Victorian Interpreting and Translating Services (VITS Language-Loop) |
| Victorian Law Reform Commission |
| Victorian Legal Services Board (incorporating the Office of the Victorian Legal Services Commissioner) |
| Victorian Liquor Commission (Liquor Control Victoria) |
| Victorian Managed Insurance Authority |
| Victorian Multicultural Commission |
| Victorian Pharmacy Authority |
| Victorian Planning Authority |
| Victorian Plantations Corporation (shell) |
| Victorian Public Sector Commission |
| Victorian Racing Integrity Board |
| Victorian Racing Tribunal |
| Victorian Rail Track Corporation |
| Victorian Registration and Qualifications Authority |
| Victorian Responsible Gambling Foundation |
| Victorian Strawberry Industry Development Committee |
| Victorian Veterans Council |
| Victorian WorkCover Authority (WorkSafe Victoria) |
| Wage Inspectorate Victoria |
| Wannon Region Water Corporation |
| West Gippsland Catchment Management Authority |
| West Gippsland Healthcare Group |
| West Wimmera Health Service |
| Western District Health Service |
| Western Health |
| Westernport Region Water Corporation |
| William Angliss Institute of TAFE |
| Wimmera Catchment Management Authority |
| Wodonga Institute of TAFE |
| Workplace Injury Commission |
| Yarra Valley Water Corporation |
| Yarram and District Health Service |
| Yarrawonga Health |
| Yea and District Memorial Hospital |
| Yorta Yorta Traditional Owner Land Management Board |
| Zoological Parks and Gardens Board |

\* The applicability of the Directions to these agencies is currently under consideration.

Should you have any feedback on the list (for example, new agencies to be included or agencies which should be removed), please contact us at: standing.directions@dtf.vic.gov.au.

1. Control is evidenced through the government by the establishment of the Agency or its constitution, and the exercise of powers or functions by the Agency in the public interest. This differs from the accounting definition of control. [↑](#footnote-ref-1)