



1. Statement of Policy

The Government of the Northwest Territories will establish a department called the Department of Finance, under the direction of a Minister.

Mandate

The Minister and the Department of Finance have the mandate for obtaining, managing and controlling the financial resources required to implement the Government of the Northwest Territories' policies and programs. This mandate includes, negotiating major financial arrangements with the federal government, providing analysis and advice to the Financial Management Board, and ensuring that financial and information resources are managed effectively, efficiently and economically. The Minister and Department are also mandated with regulating the insurance industry and controlling the sale of alcohol products in the Northwest Territories.

2. Scope

This Policy applies to all employees of the Government of the Northwest Territories.

3. Authority and Accountability

(1) General

This Policy is issued under the authority of the Executive Council. The authority to make exceptions and approve revisions to this Policy rests with the Executive Council. Authority and accountability is further defined as follows:

(a) Minister

The Minister of Finance (the Minister) is accountable to the Executive Council for the implementation of this policy.



(b) Deputy Minister

The Deputy Minister of Finance (the Deputy Minister) is accountable to the Minister and responsible to the Minister for the administration of this Policy.

(2) Specific

(a) Executive Council

The Executive Council may approve a change to the mandate of the Department of Finance.

(b) Minister

The Minister is:

- (i) responsible for carrying out the mandate of the Department of Finance and shall preside over the operation of the Department; and
- (ii) authorized to carry out the duties described in this Policy in a manner the Minister deems appropriate for the efficient and economical fulfillment of the Department's mandate.

(c) Deputy Minister

The Deputy Minister:

- (i) is responsible for the management of the Department of Finance including the planning, administration and other functions necessary to fulfill the Department's mandate;
- (ii) is accountable to the Minister for the proper conduct of the business of the Department;



- (iii) shall perform the responsibilities of the Secretary of the Financial Management Board and is accountable to the Minister for those duties specifically assigned by the Financial Management Board, the *Financial Administration Act* and other Government of the Northwest Territories legislation; and
- (iv) shall ensure that the duties of the Comptroller General are performed as specifically assigned by the *Financial Administration Act* and other Government of the Northwest Territories legislation.

4. Provisions

(1) Mandate Establishment

Pursuant to the Government Organization Policy, the mandate, including the authority, responsibilities and functions, of the Minister and the Department of Finance, is established in this Policy.

(2) Duties of the Minister

The Minister shall develop and carry out programs and services of the Department as may be appropriate to fulfill the mandate of the Minister, the Department and the Financial Management Board.

The Minister shall have charge of and be responsible for:

- (a) Obtaining the financial resources necessary to meet the government's obligations;
- (b) Taking the lead in negotiating major federal-territorial fiscal arrangements, including the Formula Financing Agreement.
- (c) Supporting the Financial Management Board:
 - (i) in the conduct of its meetings by developing the agenda, assessing submissions, and monitoring the implementation of decisions;



- (ii) by providing to the Financial Management Board information and advice required for sound financial management decision-making relative to the allocation, management and control of the resources of the Government of the Northwest Territories;
 - (iii) by co-ordinating the development of department Estimates and Public Accounts, as required under the *Financial Administration Act*, including the design and coordination of all related processes and documents;
 - (iv) by providing accurate and timely financial reports and information on the government's financial position and on the results of operations;
 - (v) by monitoring and enforcing, where required, the government's legislation and policies; and
 - (vi) by providing periodic revenue projections.
- (d) Providing a comprehensive and effective framework of policies, processes and systems that are well understood and used by departments and agencies to achieve the effective, efficient and economic acquisition, custody and use of financial, knowledge and physical resources.
- (e) Providing to government departments and agencies information and advice relative to the management and control of the resources assigned to them by the Financial Management Board.
- (f) Analyzing and making recommendations respecting:
- (i) the government's position in intergovernmental fiscal issues, in support of intergovernmental negotiations and of representations made to other governments, agencies and individuals;
 - (ii) negotiating mandates directly affecting expenditures;




- (iii) tax and fiscal policy issues;
 - (iv) the government's macroeconomic policy options, including the use and effects of fiscal policy instruments such as taxation, spending, investment and debt on the economy of the Northwest Territories and on the achievement of the government's economic objectives; and
 - (v) economic aspects of fiscal policy.
- (g) Managing and administering the government's tax, insurance, banking, borrowing, and investment programs.
 - (h) Providing internal audit services, centralized credit/collections services and general accounting services.
 - (i) Managing the Government's insurance program and regulating the insurance industry.
 - (j) Regulating and controlling the sale of alcohol products.
- (3) Administration

The Department of Finance shall be administered in such a manner as to ensure that government requirements as expressed in statutes, acts, agreements, regulations, policies and directives are satisfied.

5. Prerogative of the Executive Council

Nothing in this Policy shall in any way be construed to limit the prerogative of the Executive Council to make decisions or take action respecting the Department of Finance outside the provisions of this Policy.



Premier and Chairman of the
Executive Council