



Professional Examination 3

23 June 2004

FINANCE AND MANAGEMENT CASE STUDY

Time allowed - 3 hours

From 2.00 p.m. to 5.00 p.m.

Candidates will be allowed five minutes reading time from 1.55 p.m. to 2.00 p.m.

All questions must be answered.

The case study has been prepared on the assumption that candidates will not necessarily have a detailed knowledge of the type of organisation to which it refers. No additional merit will be accorded those candidates displaying such knowledge.

The weightings for each question are indicated in the parentheses at the end of the question.

Candidates will be allowed to submit, as part of their script, work performed in the morning session, but they should distinguish clearly between work supporting their script and that which is to be considered a part of it.

NOTES TO CANDIDATE

- (i) Answers to be prepared as on 23 June 2004 by Kim Paust, Environmental Services Accountant.
- (ii) The questions below are intended to test the candidate's understanding of the situation in the case.

QUESTIONS

- 2. Prepare a confidential report with supporting papers for the Director of Finance and the Director of Environmental Services, detailing and evaluating the refuse collection budget changes resulting from the phased introduction of wheelie bins, as requested in the memorandum from the Director of Finance dated 31 May 2004 (page 12). (33%)
- 3. Draft a report with supporting papers about recycling schemes for the Cabinet, on behalf of the Director of Finance and the Director of Environmental Services, as requested in the memorandum from the Director of Finance, dated 9 June 2004 (pages 18-19). (33%)
- 4. Draft a response to the letter of 11 June 2004 from W.A.S.T.E., as requested in the memorandum from the Director of Environmental Services, dated 15 June 2004 (page 22). (14%)

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