

TABLE A

No.	Description of record	Location of record in Department	Format of record
2	NDIS Transition Steering Committee Minutes – 3 October 2014	Communities and Social Investment	Document
3	NDIS Transition Steering Committee Cross Agency workshop on Bilateral Negotiation Parameters – 5 November 2014	Communities and Social Investment	Document
5	NDIS Transition Steering Committee Actions and Minutes – 5 December 2014	Communities and Social Investment	Document
11	NDIS Transition Steering Committee Agenda – 28 July 2014	Communities and Social Investment	
15	NSW NDIS Transition Board Agenda – 16 October 2013	Communities and Social Investment	Document
30	NSW NDIS Transition Board Agenda – 9 August 2013	Communities and Social Investment	Document

NSW NDIS TRANSITION STEERING COMMITTEE 3 OCTOBER 2013

Attendees

DPC

Rebecca Falkingham (Chair)
Jennifer Hickey
Matthew Clark

Treasury

Rick Sondalini
Michael Van Rosmalen

ADHC

Jim Longley
Sam Taylor
Phil Berry

Health

Jacqui Ball

Attorney General and Justice

Mandy Young

Education

Melissa Clements

Mental Health Commissioner

John Feneley

Apologies

Kevin Cosgriff
Rohan Hammett
Brian Smyth-King

ACTIONS

- **Cross Agency Coordinator** to amend the Terms of Reference to reflect the role of the Steering Committee in relation to bilateral negotiations
- **Cross Agency Coordinator** to amend the Terms of Reference to be revised to make it clear how risks will be managed by the Steering Committee and Board.
- **DPC** to take a first cut at outlining the groups and people that interact with the Commonwealth, where there is an NDIS impact.
- **FACS** to circulate the NDIS launch evaluation scope.
- **Cross Agency Coordinator** to maintain a register of working groups, key objectives and terms of reference
- **All** to consider draft revised terms of reference and timelines for comment by 10 October 2013
- **DAGJ** to circulate outcomes of work on the identification needs of people leaving prison.
- **FACS** to convene a workshop to scope whole of government issues and parameters that will shape the NSW approach to bilateral negotiations

MINUTES

Introduction

- Noted the outcomes from the previous Steering Committee.

Terms of Reference, strategic objectives and cross agency coordination

- Discussed the role of the Steering Committee in steering NSW's bilateral engagement with the Commonwealth and ensuring the engagement of agencies in the process.

- Noted the importance of a shared understanding of the implications for NSW of the bilateral negotiations.
- Discussed that the responsibility for the management of risks by the Board and the Steering Committee is not clear.
- Discussed the role of the Cross Agency Coordinator in ensuring that all relevant agencies are kept in the loop.
- Discussed the importance of mapping where the interactions between NSW officials and the Commonwealth take place and to identify opportunities to influence outcomes
- Noted that the Mental Health Commission engages with and supports NGOs in their interactions with the Commonwealth.
- Discussed the establishment of working groups under the leadership and supervision of the Steering Committee and Board, including coordination, IR and information management.
- Noted intersections with existing groups that deal with data and information management issues.

NSW NDIS Transition Plan outline and Cluster Transition Plans

- Noted that Clusters have been requested to return interim scoping information to the Cross Agency Coordinator by 8 October 2013 for submission to the Board meeting set for 16 October 2013.

Report on Disability Transactions Committee

- Noted the Terms of Reference for the DTC.
- Discussed the importance of ensuring that key bits of ADHC's disability system continue to operate, especially where there are intersections with vulnerable people such as people with mental health issues, contact with the justice system and homelessness.

Update on Review of In-scope/in-kind services

- Noted that the review is continuing with DAGJ and Transport's phase 1 reports nearly complete.
- Noted that Health and Education are working with Treasury to finalise their phase 1 reports.

Hunter launch update

- Noted that the process of developing and approving support plans is taking longer than anticipated and this is contributing to a slow rate of transition.
- Discussed the issue that the National Disability Insurance Agency is requiring a high level of identification of prospective participants.
- Noted that the Mental Health Commissioner will be holding a workshop in the Hunter on 15 October to discuss with mental health NGOs their capability needs and early experiences of launch.

Bilateral update

- Noted that a bilateral meeting between NSW and the Commonwealth is scheduled for 11 October 2013.

Next meeting: Thursday, 5 December 2013, 9am to 10am, DPC conference room 2, Level 39 GMT

NSW NDIS Transition Steering Committee
Cross - Agency Workshop on Bilateral Negotiations Parameters
Tuesday 5 November 2013
Level 2 Conference Room, Bligh House, 4 - 6 Bligh Street, Sydney

11.00am - 2.00pm
 A light lunch will be provided.

**Chair – Samantha Taylor, Deputy Chief Executive, Ageing Disability and Home Care,
 Family and Community Services**

AGENDA

Purpose

To obtain initial input from all NSW Government agencies about the content and structure of the transition agreement July 2016 - July 2018 and issues critical to client phasing.

Item	Papers
1. Opening and welcome	Context paper to inform Agenda
2. Proposed agreement structure and content	Proposed draft agreement structure, guiding principles and core content
3. Update on modelling work to date on client phasing a. Discussion of issues from NSW agencies perspectives. b. Agree on any additional modelling work	Update on modelling work on client phasing for full scheme roll out in NSW Paper outlining ADHC issues Verbal update – All NSW agencies
4. Next steps and process	

NSW NDIS Transition Steering Committee
Thursday 5 December 2013, 9:00am-10:00am
GMT, Level 39 Conference Room DPC2
AGENDA

Attendees

DPC: Georgina Harrison, Melanie Hawyes

FACS/ADHC: Jim Longley, Sam Taylor, Phil Berry

Treasury: Kevin Cosgriff, Ric Sondalini

Education: Brian Smyth-King

Health: Rohan Hammett, Jacqui Ball

Attorney General and Justice: Brendan Thomas

Mental Health Commissioner: John Feneley

	Description	Agency	Papers
1.	Welcome, agenda and report on actions from previous Steering Committee <u>Outcomes sought:</u> 1. Approve the agenda 2. Note outcomes from Steering Committee on 3/10/2013.	DPC	<i>Meeting outcomes</i>
2.	Update on National Disability Insurance Scheme (NDIS) governance <u>Outcomes sought:</u> 1. Note the proposed future governance arrangements for the NDIS	FACS	<i>Update on proposed future governance arrangements for the National Disability Insurance Scheme (NDIS)</i> <ul style="list-style-type: none"> • <i>Tab A – Governance Structures</i> • <i>Tab B- National governance arrangements</i> • <i>Tab C – NSW level governance arrangements</i>
3.	Update on progress in the Launch site <u>Outcomes sought:</u> 1. Discuss NDIA Quarterly report and any implications for NSW 2. Discuss progress on improving data sharing and information management	FACS	<i>Paper on Quarterly report</i> <i>NDIA Quarterly report – July to September</i> <ul style="list-style-type: none"> • <i>Tab A – Strategic issues</i>
4.	Accounting for NSW Government supports <u>Outcomes sought:</u> 1. Discuss progress on accounting for NSW Government supports during	DPC	<i>Revised paper on accounting for NSW Government supports</i>

	launch		
5.	<p>Transition Planning</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> To update the Steering Committee on progress developing Cluster Transition Plans 	FACS	<i>Cluster transition planning template</i>
6.	<p>In-scope audit terms of reference</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Note the revised Terms of Reference for the In-scope audit 	TSY	<i>Revised in-scope audit terms of reference</i>
7.	<p>Bilateral agreement for full scheme</p> <p><u>NOTE: This item is deferred and will be progressed out of session</u></p>	FACS	
8.	<p>Report on Disability Transactions Committee</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Note the progress towards market scoping for the disability transactions program Discuss the cross agency IR and workforce implications 	FACS and Public Sector IR	<i>Verbal report</i>
9.	<p>National evaluation and NSW impact assessment</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Discuss gaps in national evaluation Discuss ways to assess whole of NSW impacts 	Health	<i>Paper on gaps in national evaluation</i>
10.	<p>Launch of Ready Together</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Note launch of Ready Together Discuss response to community concerns and development of positive messaging. 	FACS	<i>Ready Together outline</i> <i>Communications outline</i>
11.	Other business	DPC	<i>Verbal item</i>

NSW NDIS TRANSITION STEERING COMMITTEE
5 DECEMBER 2013

Attendees

DPC

Georgina Harrisson (Chair)
Matthew Clark

Treasury

Rick Sondalini

ADHC

Jim Longley
Sam Taylor
Phil Berry

Health

Jacqui Ball

Attorney General and Justice

Brendan Thomas

Education

Brian Smyth-King

Mental Health Commissioner

John Feneley

Apologies

Kevin Cosgriff
Rohan Hammett

ACTIONS

- **Cross Agency Coordinator** to amend the Terms of Reference to reflect the role of the Steering Committee in relation to bilateral negotiations.
- **Cross Agency Coordinator** to liaise with DPC to update the risk register for report to the next meeting.
- **FACS** to arrange a meeting/workshop to assist agencies to define their data needs to support the development of pricing arrangements for NSW Government supports during launch.
- **DPC** to circulate the COAG SOM paper on the NDIS.
- **FACS** to circulate papers for SCDR, when available.
- **Treasury** to liaise with FACS to add information on the NIIS governance arrangements to the NDIS governance plan at item 2.
- **Health** to circulate the MoU between Enable and the NDIA, once signed by all parties.

MINUTES

Update on National Disability Insurance Scheme Governance

- Noted the proposed new national governance arrangements for the NDIS and agreed to include national governance arrangements for the NIIS.
- Discussed the importance of a forward timetable of meetings for key intergovernmental meetings, especially the Bilateral committee and the Hunter Launch Working Group.

Update on progress in the launch site

- Noted the Quarterly report of the NDIA Board.
- Agreed that NSW would seek to provide an alternative interpretation of the Board's report to the SCDR meeting on 18 December 2013.

Accounting for NSW Government supports in launch

- Discussed the challenge of determining a pricing arrangement for NSW Government services when there is no data on relevant clients.
- Noted that the Cross-Agency Directors Working Group is working on defining the data needs of agencies.

Transition Planning

- Noted the Transition Plan template, as developed by the Cross-Agency Coordinator in consultation with relevant agencies.

In-scope audit

- Noted the revised terms of reference for the In-kind audit, with any further comments back to Treasury.

Disability Transactions Committee

- Noted the update on the Consultative Forum established between FACS and unions.
- Discussed the potential implications for other agencies, in particular Health and Education.

National Evaluation and NSW impact assessment

- Noted that the national evaluation will not provide the information needed by agencies to assess impacts on mainstream services
- Agreed that the Cross-Agency Directors' Working Group would further develop the proposed evaluation and impact assessment scope for consideration by the Steering Committee in February 2013.

Ready Together

- Noted the *Ready Together* fact sheet.

Next meeting: TBC

NSW NDIS Steering Committee

Time and date	4:00 – 5:00pm, Monday 28 July 2014
Place	Conference room 2, level 39, Governor Macquarie Tower
Attendees	DPC – Rebecca Falkingham, Melanie Hawyes FACS/ADHC – Jim Longley, Samantha Taylor, Richard Timbs, Alastair Hunter, Phil Berry Treasury – Caralee McLiesh NSW IR – Vicki Telfer

Comment [JM1]: Phil should be invited if agenda item 5 proceeds

Agenda item	Presenter	Papers	Action required
1 Welcome and agenda	Chair		Note
2 NSW NDIS governance (30mins)	Chair	Refreshed NSW NDIS terms of reference	Note
3 Update on bilateral negotiations- KPMG review and governance (10mins)	Chair	Verbal	Note
Update (10mins)			
4 <ul style="list-style-type: none"> Transaction Transformation 	Chair, Richard Timbs, Alastair Hunter	Verbal	Note
5 Reporting against transition planning progress (10mins)	Phil Berry	Verbal	Note
6 Other business			

NSW NDIS Transition Board
Wednesday 16 October 2013 3.00pm – 4.00pm
DPC1, Level 39, GMT
AGENDA

Attendees:

DPC: Chris Eccles, Rebecca Falkingham

FACS: Michael Coutts Trotter, Jim Longley

Treasury: Philip Gaetjens, Tim Spencer

	Description	Agency	Papers
1.	Introduction	DPC	<i>Outcomes from 9/10/13</i>
2.	NSW NDIS Transition Planning <u>Outcome sought:</u> <ul style="list-style-type: none"> • Note establishment of the NDIS Taskforce including resourcing, recruitment. • Note progress towards the development of cluster transition plans and the overarching NDIS Transition Plan 	FACS	<i>Cluster Transition Plans – interim scoping documents</i> <i>Outline of the Overarching NDIS Transition Plan</i> <i>Status report on project planning, resourcing and recruitment</i>
3.	Enabling legislation <u>Outcome sought:</u> <ul style="list-style-type: none"> • Discuss the options for the introduction of enabling legislation into Parliament. 	DPC	<i>Legislation discussion paper</i>
<i>For decision without discussion</i>			
4.	Transaction planning and coordination <u>Outcome sought:</u> <ul style="list-style-type: none"> • Approve Terms of Reference for NDIS Transition Steering Committee and Board. • Approve Terms of Reference for Employee Issues Working Group. 	DPC	<i>NDIS Transition Steering Committee Terms of Reference</i> <i>NDIS Transition Board Terms of Reference</i> <i>Employee Issues Working Group Terms of Reference</i>
5.	Other business	DPC	

NSW NDIS Transition Board
Wednesday 9 August 2013 2.00pm – 2.45pm
GMT, Level 39 conference room
AGENDA

Attendees:

DPC: Chris Eccles, Rebecca Falkingham

FACS: Michael Coutts Trotter, Jim Longley

Treasury: Philip Gaetjens, Matthew Roberts

	Description	Agency	Papers
1.	Introduction	DPC	<i>Terms of Reference</i>
2.	Transaction/Divestment Strategy <ul style="list-style-type: none"> • Objectives and Principles • Divestment options • Workforce and IR issues 	FACS	<i>Draft NDIS Transaction Strategy</i>
3.	Enabling legislation	FACS	<i>Draft National Disability Insurance Scheme (NSW Enabling) Bill 2013</i>
4.	ERC and Bill Minutes	FACS	<i>Draft ERC Minute</i> <i>Draft Bill Minute</i>
5.	Other business <u>Note:</u> meeting on 16 October 2013 will consider the NSW Transition Plan outline and interim cluster transition plans.	DPC	