

TABLE B

No.	Description of record	Location of record in Department	Format of record
1	NDIS Transition Steering Committee Agenda – 3 October 2014	Communities and Social Investment	Document
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
4	NDIS Transition Steering Committee Agenda – 5 December 2014	Communities and Social Investment	Document
5	NDIS Transition Steering Committee Actions and Minutes – 5 December 2014	Communities and Social Investment	Document
6	NDIS Transition Steering Committee Agenda – 5 March 2014	Communities and Social Investment	Document
7	NDIS Transition Steering Committee Outcomes – 5 March 2014	Communities and Social Investment	Document
8	NDIS Transition Steering Committee Agenda – 28 April 2014	Communities and Social Investment	Document
9	NDIS Transition Steering Committee Outcomes – 28 April 2014	Communities and Social Investment	Document
10	NDIS Transition Steering Committee Agenda – 28 May 2014	Communities and Social Investment	Document
12	NDIS Transition Steering Committee Agenda – 25 August 2014	Communities and Social Investment	Document
13	NDIS Transition Steering Committee Agenda – 8 September 2014	Communities and Social Investment	Document
14	NSW NDIS Transition Board Agenda – 9 October 2013	Communities and Social Investment	Document
16	NSW NDIS Transition Board Out of Session consideration of items - Agenda – undated	Communities and Social Investment	Document
17	NSW NDIS Transition Board Agenda – 31 October 2013	Communities and Social Investment	Document

No.	Description of record	Location of record in Department	Format of record
18	NSW NDIS Transition Board Agenda – 31 October 2013	Communities and Social Investment	Document
19	NSW NDIS Transition Board Meeting Outcomes – 31 October 2013	Communities and Social Investment	Document
20	NSW NDIS Transition Board Agenda – 18 March 2014	Communities and Social Investment	Document
21	NSW NDIS Transition Board Agenda – 3 April 2014	Communities and Social Investment	Document
22	NSW NDIS Transition Board Agenda – 3 April 2014 Speaking Points	Communities and Social Investment	Document
23	NSW NDIS Transition Board Agenda – 9 May 2014	Communities and Social Investment	Document
24	NSW NDIS Transition Board Agenda – 13 June 2014	Communities and Social Investment	Document
25	NSW NDIS Transition Board Agenda – 14 July 2014	Communities and Social Investment	Document
26	NSW NDIS Transition Board Outcomes – 14 July 2014	Communities and Social Investment	Document
27	NSW NDIS Transition Board Agenda – 11 August 2014	Communities and Social Investment	Document
28	NSW NDIS Transition Board Outcomes – 11 August 2014	Communities and Social Investment	Document
29	NSW NDIS Transition Board Agenda – 9 September 2014	Communities and Social Investment	Document

NSW NDIS Transition Steering Committee
Thursday 3 October 2013, 9:00am-10:00am
GMT, Level 39 Conference Room
AGENDA

Attendees

DPC: Rebecca Falkingham

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

Treasury: Kevin Cosgriff

Education: Brian Smyth-King

Health: Rohan Hammett, Jacqui Ball

Attorney General and Justice: Mandy Young

Mental Health Commissioner: John Feneley

	Description	Agency	Papers
1.	<p>Welcome, agenda and report on actions from previous Steering Committee</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Approve the agenda 2. Note outcomes from Steering Committee on 19/7/2013. 	DPC	<i>Meeting outcomes</i>
2.	<p>NSW NDIS Transition Steering Committee and Board Terms of Reference</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss and agree strategic objectives for the Steering Committee 2. Discuss Terms of Reference for approval by NDIS Board 3. Note the establishment and roles of working groups on coordination, IR and Information Management 4. Discuss role of cross-agency coordinator. 	DPC	<p><i>Strategic objectives discussion paper</i></p> <p><i>Draft Terms of Reference for Steering Committee and Board</i></p>
3.	<p>NSW NDIS Transition Plan and Cluster Transition Plans</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss issues raised during cluster planning process. 	FACS	<i>Draft outline of the overarching NSW Transition Plan and supporting reporting framework.</i>
4.	<p>Report on Disability Transactions Committee, draft divestment strategy and enabling</p>	FACS	<i>Brief on divestment strategy and enabling legislation.</i>

	<p>legislation</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Note the Terms of Reference of the Disability Transactions Committee 2. Discuss the cross agency implications of the divestment strategy and enabling legislation. 		
5.	<p>Update on review of in-scope/in-kind programs</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss finalisation and timelines of in-scope review 2. Discuss strategic context for the next stages of review. 	Treasury	<i>Verbal item</i>
6.	<p>Update on NDIS Hunter Launch</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Note current status of the Hunter launch 	FACS	<i>Verbal item</i>
7.	<p>Update on bilateral discussions between NSW and the Commonwealth</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss parameters and timelines for commencing transition discussions with the Commonwealth. 	FACS	<i>Verbal item</i>
8.	Other business	DPC	<i>Verbal item</i>

PNSW NDIS Transition Steering Committee
Thursday 3 October 2013, 9:00am-10:00am
GMT, Level 39 Conference Room
ANNOTATED AGENDA

Attendees

DPC: Rebecca Falkingham, Jennifer Hickey, Matthew Clark

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

Treasury: Rick Sondalini

Education: Greg Noonan

Health: Jacqui Ball

Attorney General and Justice: Mandy Young

Mental Health Commissioner: John Feneley

Apologies

Kevin Cosgriff

Rohan Hammett

Brian Smyth-King

	Description	Agency	Papers
1.	<p>Welcome, agenda and report on actions from previous Steering Committee</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Approve the agenda 2. Note outcomes from Steering Committee on 19/7/2013. 	DPC	<p><i>Meeting outcomes</i></p>
<p>Meeting outcomes from the previous Steering Committee meeting circulated to close the work of the previous committee. Note that the action items are complete.</p>			

<p>2.</p>	<p>NSW NDIS Transition Steering Committee and Board Terms of Reference</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss and agree strategic objectives for the Steering Committee 2. Discuss Terms of Reference for approval by NDIS Board 3. Note the establishment and roles of working groups on coordination, IR and Information Management 4. Discuss role of cross-agency coordinator. 	<p>DPC</p>	<p><i>Strategic objectives discussion paper</i></p> <p><i>Draft Terms of Reference for Steering Committee and Board</i></p>	<p><u>Strategic objectives</u></p> <p>Health has requested a discussion on the strategic objectives for the transition. Health, Treasury, FACS and DPC have contributed to the draft strategic objectives and they have been incorporated into the Overarching Transition Plan at Item 3 (page 2).</p> <p>The strategic objectives have been drafted for the transition process as a whole, not just for the Steering Committee and Board.</p> <p>The key question for the Steering Committee is:</p> <ul style="list-style-type: none"> • do these strategic objectives cover the range of outcomes that NSW needs from the transition process and governance arrangements? • how best to ensure that they form the basis of concrete actions under the transition plan and the ensuing workplans? <p><u>Terms of Reference</u></p> <p>Terms of Reference have been drafted by the Cross Agency Coordinator for discussion. DPC, FACS and Treasury have contributed to the Terms of Reference and comments have been incorporated.</p> <p>The Terms of Reference are consistent with the organisation chart and roles and responsibilities outlined by the Director General in his letter to cluster CEOs (attached).</p> <p>DPC to prompt discussion on any issues raised by other agencies with comments due by the end of the week. The Terms of Reference are to be approved by the Board (meeting set for 16 October 2013 with DPC seeking earlier meeting date).</p> <p>DPC to suggest that the Steering Committee meets bi-monthly (the draft terms of reference currently have the Steering Committee meeting monthly.)</p>
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				<p><u>Working Groups</u></p> <ul style="list-style-type: none"> • Coordination Working Group (DPC/TSy/FACS) • Employee Issues Working Group (NSWIR/ADHC/DPC/TSY) • Information Management Working Group (Health, ADHC, DPC) <p><u>Cross Agency Coordinator</u></p> <p>A Cross Agency Coordinator position, reporting to the Chief Executive ADHC, has been appointed to co-ordinate cross-agency activities to support implementation of the NDIS. The Cross-Agency Co-ordinator will be supported by a NDIS Taskforce with involvement from DPC and Treasury, and comprise staff with the skills required for transition including high-level capabilities in project management, inter-agency relations, and change management.</p> <p>Responsibilities for the Cross-Agency Co-ordinator and NDIS Taskforce will include:</p> <ul style="list-style-type: none"> • coordination of a multi-agency NSW NDIS Transition Plan, and monitoring of progress • co-ordinating the involvement of a range of agencies involved in supporting the implementation of the NDIS across NSW • supporting the Board and Steering Committees • monitoring and setting any remedial action concerning the impact on, or responsiveness of, mainstream services • clear access points and pathways for services across government
3.	<p>NSW NDIS Transition Plan and Cluster Transition Plans</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss issues raised during cluster planning process. 	FACS	<p><i>Draft outline of the overarching NSW Transition Plan and supporting reporting framework.</i></p>	<p>The NDIS Taskforce has developed:</p> <ul style="list-style-type: none"> • a template for cluster scoping documents and that these will be populated by clusters prior to presentation to the Board (Tab B) • a high level outline of the overarching NSW Transition Plan, which will be developed more fully on receipt of cluster scoping documents (Tab A). <p>In his letter to cluster CEOs, the Director General requested an outline of the NDIS</p>

			<p>Transition Plan, covering the movement of clients, access to programs and adjustments to pathways, and roles and responsibilities of agencies for the Board in October.</p> <p>The Director General also requested each cluster to develop an interim scoping of their own transition issues for the Board in October.</p> <p>The attached documents are templates that could, when populated, achieve this goal and are provided to the Steering Committee for review and discussion.</p> <p>DPC to seek an assessment from the Cross Agency Coordinator and other agencies of their ability to provide a useful picture to the board of the potential transition options and their associated impacts.</p> <p>Key interagency impacts for discussion are:</p> <ul style="list-style-type: none"> • how agencies' clients and providers will be affected by a transition plan along geographic lines as opposed to a statewide transition? • how mainstream services will have to adapt to the changing requirements of NDIS clients (e.g supports in schools)? • to what extent NGOs and other providers in each sector is ready for changes and what steps need to be taken to support sector readiness? <p>The Cross-Agency Coordinator is seeking the completed templates by 8 October 2013 to allow submission to the Board secretariat by 11 October 2013, along with a more comprehensive outline of the overarching NSW Transition Plan.</p> <p>Following the October Board meeting, clusters will build on their scoping documents in order to submit cluster transition plans by the end of December.</p>
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<p>4. Report on Disability Transactions Committee, draft divestment strategy and enabling legislation</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Note the Terms of Reference of the Disability Transactions Committee Discuss the cross agency implications of the divestment strategy and enabling legislation. 	<p>FACS</p>	<p><i>Brief on divestment strategy and enabling legislation.</i></p>	<p>The Terms of Reference for the Disability Transactions Committee (DTC) have been circulated for information.</p> <p>The agreement between the Commonwealth and NSW Governments on the NDIS specifies that the NSW Government will no longer provide or fund any specialist disability or community care services once the NDIS is fully implemented in 2018.</p> <p>The Disability Transaction Committee (DTC) has been established to oversee any transactions arising out of the transition to the NDIS. The DTC is chaired by the Treasury and contain senior executive representatives from relevant Government agencies.</p>
<p>5. Update on review of in-scope/in-kind programs</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Discuss finalisation and timelines of in-scope review 	<p>Treasury</p>	<p><i>Draft revised terms of reference for comment (Tabled at the meeting)</i></p>	<p>Treasury to provide an update on the review of in-scope services to prompt discussion on the:</p> <ul style="list-style-type: none"> finalisation and timelines of the first stage of the review timelines and scope of the next stages. <p>Treasury has circulated draft revised terms of reference for the in-kind review for DPC and FACS review followed by agency consultation (attached).</p>

	<p>2. Discuss strategic context for the next stages of review.</p>			<p>Health has expressed concern at the lack of clarity around the purpose of the in-kind review and the implications for the portfolio. In particular, Health is concerned about the effect of the in-kind review on mental health programs where not all clients will be eligible for the NDIS.</p>
6.	<p>Update on NDIS Hunter Launch</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Note current status of the Hunter launch 	FACS	<p><i>Verbal item</i></p>	<p>DPC to emphasise that the in-kind review is to ensure appropriate recognition for effort by NSW in providing supports that are now the responsibility of the NDIS.</p> <p>Verbal update from FACS.</p> <p>No major issues have been identified at this stage.</p>
7.	<p>Update on bilateral discussions between NSW and the Commonwealth</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> Discuss parameters and timelines for commencing transition discussions with the Commonwealth. 	FACS	<p><i>Verbal item</i></p>	<p>Verbal update from FACS.</p> <p>The next Bilateral meeting is set for Friday, 11 October 2013. NSW will discuss arrangements for how to move forward on developing an agreed transition to full scheme.</p> <p>In particular, NSW needs to ascertain the key parameters and timeframes from a Commonwealth perspective.</p>
8.	Other business	DPC	<i>Verbal item</i>	

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

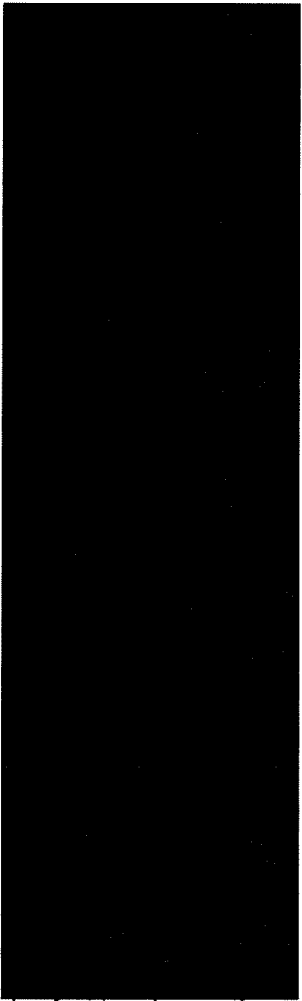
	Description	Agency	Papers	Comment
1.	Welcome, agenda and report on actions from previous Steering Committee <u>Outcomes sought:</u> 1. Approve the agenda 2. Note outcomes from Steering Committee on 3/10/2013.	DPC	<i>Meeting outcomes</i>	Actions from the previous minutes have been completed, the key points to be reported back to the Steering Committee are: <ul style="list-style-type: none"> • FACS has provided an outline of the groups and people that interact with the Commonwealth at Item 2 • FACS convened a workshop to scope whole of government issues and parameters that will shape the NSW approach to bilateral negotiations. A report on this workshop will be progressed out of session and has been deferred from Item 7.
2.	Update on National Disability Insurance Scheme (NDIS) governance	FACS	<i>Update on proposed future governance</i>	<u>Noting item</u> The Standing Council of Disability Reform (SCoDR), comprising

	<p><u>Outcomes sought:</u></p> <p>1. Note the proposed future governance arrangements for the NDIS</p>		<p><i>arrangements for the National Disability Insurance Scheme (NDIS)</i></p> <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> 	<p>Commonwealth, State and Territory Disability Ministers and Treasurers is the decision making body on National Disability Insurance Scheme policy issues.</p> <p>The Senior Officials' Working Group will form a new Disability Policy Group, which will take responsibility for work previously undertaken by a range of disparate working groups.</p> <p>NSW supports this step as it streamlines and integrates inter-governmental responses to disability policy issues, including the NDIS and the National Disability Strategy.</p>
<p>3.</p>	<p>Update on progress in the Launch site</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss NDIA Quarterly report and any implications for NSW 2. Discuss progress on improving data sharing and information management 	<p>FACS</p>	<p><i>Paper on Quarterly report</i></p> <p><i>NDIA Quarterly report – July to September</i></p> <ul style="list-style-type: none"> • <i>Tab A – Strategic issues</i> 	<p><u>Discussion item</u></p> <p>The NDIS Board has submitted its Quarterly report to the Standing Council on Disability Reform for consideration on 18 December 2013.</p> <p>The Commonwealth has raised concerns with the average package cost. This is premature given the early stages of launch. With only 3 per cent of potential clients transitioned into the scheme at this point, a focus on average package costs is overstated and inherently skewed.</p> <p>NSW has argued that the focus should be on phasing people into the NDIS. Because the NDIA has not kept pace with the NSW phasing plan, early entrants to the scheme have tended to be individuals with higher-cost support needs. Many lower-cost community care clients are yet to transition. This is skewing the average package cost.</p> <p>Also, as the paper notes, there is a cohort of clients with very high-cost needs due to transition over the next two years including residents of the</p>

			<p>Stockton Centre in NSW. Unless the NDIA catches up with the phasing plan by the end of the year, this could cause the average package cost to temporarily spike.</p> <p>The Commonwealth has toned down its concerns with costs following discussions with States and Territories. NSW has also progressed bilateral discussions on re-profiling its cash/in kind contribution to reflect the phasing.</p>
4.	<p>Accounting for NSW Government supports</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss progress on accounting for NSW Government supports during launch 2. Agree that each agency will report back to the Steering Committee in Feb 2014 on progress towards developing pricing arrangements for services in launch 	<p>DPC</p> <p><i>Revised paper on accounting for NSW Government supports</i></p>	<p><u>Decision item</u></p> <p>Chair to seek agreement that each agency will report back to the next Steering Committee in early February 2014 on progress towards developing pricing arrangements for services in launch. This work should be coordinated through the Cross Agency Directors Working Group as a matter of urgency, as the NDIA may seek to purchase additional supports at any time.</p> <p>During launch, NSW's financial contribution towards the NDIS is sourced entirely from FACS's existing expenditure on specialist disability supports. Nevertheless, the NDIS will notionally account for other NSW Government supports to ensure:</p> <ul style="list-style-type: none"> • accurate recognition of supports provided by the NSW Government • NDIS packages reflect the full cost of in-scope, reasonable and necessary supports • NSW Government agencies are neither worse-off nor the beneficiaries of windfall gains as a result of the NDIS Launch. <p>Health, Education and Transport were asked to engage with the NDIA on this. The status of discussions is below:</p> <p><i>Health</i></p>

				<p>A draft MOU outlines the operational arrangements between the EnableNSW managed programs, Hunter New England Local Health District and the National Disability Insurance Agency (NDIA) during the Hunter launch.</p> <p><i>Education</i></p> <p>Education has an agreed protocol with the NDIA but has not yet been approached by the NDIA to provide travel for additional clients. However 2014 enrolments could generate new requests.</p> <p><i>Transport</i></p> <p>Current thinking is that the scheme will be operated on a 'business as usual' basis and the NDIA will pay clients for the additional cost of transport. This raises the issue that the subsidy will not be adequately reflected in total package costs unless there is a reconciliation process between the NDIA and the TTSS.</p> <p>These agencies (and potentially others e.g. justice) will need to have considered and developed more specific pricing arrangements and identified unit costs for services in launch so that invoicing can occur. This work needs to be prioritised and expedited as part of NSW's NDIS readiness.</p>
			<p><u>Noting Item</u></p> <p>Clusters have been requested to provide a draft of their Transition Plan to the NDIS Taskforce by 20 December 2013, with a view to a formally endorsed plan being provided early in the new year.</p> <p>A revised transition plan template has been circulated which provides for</p>	
5.	Transition Planning	FACS	<p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> To update the Steering Committee on progress developing Cluster Transition Plans 	
			<p><i>Cluster transition planning template</i></p>	

			<p>agencies to consider systemic issues as well as programs. Agencies should be looking to identify implementation risks for clients, the success of the scheme, agency budgets and continuity of mainstream operations.</p> <p>The Cross-Agency Coordinator aims to provide a finalised overarching transition plan to the NDIS Transition Board by March 2014.</p>
<p>6.</p>	<p>In-scope audit terms of reference</p> <p><u>Outcomes sought:</u></p> <p>1. Note the revised Terms of Reference for the In-scope audit</p>	<p>TSY</p> <p><i>Revised in-scope audit terms of reference</i></p>	<p><u>Noting item</u></p> <p>The NSW contribution to the National Disability Insurance Scheme (NDIS) is a combination of cash and in-kind supports. In the Heads of Agreement NSW commits to contribute up to a maximum of \$441 million in 2018-19 of capped in-kind supports.</p> <p>The main objective of the review of in-scope services is to identify the services which will likely be impacted by the NDIS in NSW, and of those, which will be used to make NSW's in-kind contribution to the NDIS. This will be done in partnership with agencies, and include consideration by Cabinet/ERC for final approval.</p> <p>Treasury expects to be able to complete Stage 1 of the review by January 2014, with approvals from the Steering Committee and Board to move to Phase 2 by February 2014.</p> <p>(This work began early this year with agencies providing a first cut of financial data. Treasury has gone back to the agencies several times seeking to refine the data, however the issue has stalled until recently).</p>
<p>7.</p>	<p>Bilateral agreement for full scheme</p> <p><u>NOTE: This item is deferred and</u></p>	<p>FACS</p>	<p><u>This item is deferred</u></p> <p>FACS convened a workshop to scope whole of government issues and parameters that will shape the NSW approach to bilateral negotiations. A</p>

	<p><u>will be progressed out of session</u></p> <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	Verbal report	<p>report on this workshop is not ready for circulation and will be progressed out of session.</p> <p><u>Noting item</u></p> <p>FACS and Public Sector Industrial Relations will provide a brief overview of the progress on the disability transaction strategy.</p> <p>The Transaction Unit is in the process of appointing a project advisor and legal advisor with a view to commencing asset assessment and preliminary market soundings early in the new year. FACS intends to report to ERC with a divestment plan in May 2013/</p> 
8.	<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 Agree to assess whole of NSW impacts internally and not proceed to an external evaluation 	Health	Paper on gaps in national evaluation	<p><u>Decision item</u></p> <p>The paper seeks agreement to the commissioning of an external assessment of the impact of the NDIS launch on mainstream services.</p> <p>DPC does not support the proposed commissioning of external evaluation.</p> <p>DPC supports an in-house impact assessment, conducted by clusters and the Cross-Agency Coordinator as part of the transition planning process.</p>

<p>At the recent Directors Working Group meeting, it was agreed that Health would provide a paper on gaps in national evaluation and ways to assess whole of NSW impacts. It was understood that this would be an in-house process.</p> <p>In the report to the Board in March 2014, the Cross-Agency Coordinator, in consultation with affected agencies, should make a recommendation as to how best to assess the impact of the launch on mainstream services and how to evaluate the potential impact of the full rollout of the NDIS.</p>	<p><u>Noting item</u></p> <p>FACS has circulated the fact sheet for the Ready Together reforms, which includes NDIS readiness, Stronger Together 2, the Disability Inclusion Bill and a focus on the person centred approach to disability supports.</p> <p>FACS will also table a paper, which collates key cross-agency messages for each agency to use when promoting the NDIS.</p>	<p>Note that the NDIS Transition Board is meeting on Wednesday 18 December 2013.</p>
	<p><i>Ready Together outline</i></p> <p><i>Communications outline (not yet circulated)</i></p>	<p><i>Verbal item</i></p>
<p>10. Launch of Ready Together</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Note launch of Ready Together 2. Discuss response to community concerns and development of positive messaging. 	<p>FACS</p>	<p>DPC</p>
<p>11. Other business</p>		

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 Transition Steering Committee
 Wednesday 5 March 2014, 4-5pm
 GMT, Level 39 Conference Room DPC2
 AGENDA**

Attendees

DPC: Alison Frame, Melanie Hawyes

Health: Rohan Hammett, Jacqui Ball

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

Attorney General and Justice: Brendan Thomas

Treasury: Caralee McLiesh, Ric Sondalini

Mental Health Commissioner: John Feneley

Education: Brian Smyth-King

	Description	Agency	Papers
1.	Welcome, agenda and report on actions from previous Steering Committee Outcomes sought: 1. Note outcomes from Steering Committee on 5/12/2013	DPC	Meeting outcomes
2.	Client phasing for 2014-15 Outcomes sought: 1. Discuss proposed client phasing	FACS	Client phasing for 2014-15
3.	Cluster and overarching NSW Transition Plans Outcomes sought: 1. Review/endorse the plans	FACS	Paper on cluster and overarching NSW transition plans. Attachments: <ul style="list-style-type: none">• Overarching NSW Plan• ADHC Plan• FACS Plan• Health Plan• Education and Communities Plan• Justice and Attorney General Plan
4.			
5.	Update on impact assessment proposal	FACS	Impact assessment

	Outcomes sought: 1. Discuss whether an impact assessment is needed at this point in time		
6.	Update on in-scope review and pricing Outcomes sought: 1. Note update on these projects 2. Review/endorse the principles to account and charge for in-scope supports during trial	Treasury	Verbal update on progress, and paper on accounting for in-scope NSW Government supports during trial
7.	Other business	DPC	Verbal item

NSW NDIS Transition Steering Committee
Wednesday 5 March 2014, 4-5pm
GMT, Level 39 Conference Room DPC2
AGENDA

Attendees

DPC: Alison Frame, Melanie Hawyes

Health: Rohan Hammett, Jacqui Ball

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

Attorney General and Justice: Brendan Thomas

Treasury: Caralee McLiesh, Ric Sondalini

Mental Health Commissioner: John Feneley

Education: Brian Smyth-King

Note to Chair: Brendan Thomas will be a little late, he's coming from back to back meetings

	Description	Key comments
1.	<p>Welcome, agenda and report on actions from previous Steering Committee (DPC)</p> <p><u>Outcomes sought:</u></p> <p>1. Note outcomes from Steering Committee on 5/12/2013</p>	<p>Noting item</p> <p>All meeting outcomes have been actioned, as follows:</p> <ul style="list-style-type: none"> • The Terms of Reference for the Steering Committee are attached for endorsement. • A risk register has been included in the overarching NSW Transition Plan (covered under agenda item 3). Regular reports to the SC and Board will track strategic transition projects and milestones and provide early warning of risks to NSW NDIS readiness. • Work on NDIS data requirements across agencies is being progressed at the CADWG. The NDIS Taskforce has drafted and circulated a paper outlining the data needs of NSW agencies. This will inform the NSW negotiating position in bilateral discussions on full scheme design. NSW agencies are in discussions with the NDIA on improvements to information sharing arrangements during trial. • The COAG SOM NDIS paper is due to come out this week. DPC will circulate. The next NDIS report to COAG will focus on concerns around cost drivers and the financial viability of the scheme, and recommendations for monitoring and controls. • The SCoDR papers have come out. Let DPC know if would like a copy. • The NIIS governance arrangements can be considered as part of the overarching NSW Transition Plan (covered under agenda item 3).

Description	Key comments
	<p data-bbox="260 94 288 1155"><u>Notes for the Chair</u></p> <p data-bbox="304 94 336 1155">Treasury could be asked to provide an update at the next meeting on how the NIIS is progressing.</p> <ul style="list-style-type: none"> <li data-bbox="352 94 411 1155">– The Productivity Commission inquiry into disability care and support in 2011 recommended the establishment of two schemes: the NDIS and the NIIS. <li data-bbox="416 94 507 1155">– The NIIS sets out minimum care and support benchmarks for all cases of catastrophic injury arising from accidents. Adopting the minimum benchmarks by all jurisdictions would ensure that people would receive no fault lifetime care and support. <li data-bbox="512 94 571 1155">– Progress on the NIIS has been slow to date. A meeting was recently held (20 Feb) to discuss minimum benchmarks for catastrophically injured victims of medical misadventure. <li data-bbox="576 94 635 1155">– Governance arrangements in developing the NIIS are being firming up. NSW Treasury is chairing a group to inform NSW positioning on elements of the NIIS. <li data-bbox="639 94 730 1155">– At the national level, work is progressed through an inter-jurisdictional Senior Officials Working Group, chaired by Commonwealth Treasury. Sub-groups are developing minimum benchmarks for motor vehicle accidents and medical misadventure. <ul style="list-style-type: none"> <li data-bbox="762 94 794 1155">• The MoU between Enable and NDIA is attached. <p data-bbox="810 94 842 1155"><u>Background</u></p> <ul style="list-style-type: none"> <li data-bbox="858 94 949 1155">– NSW Health, via Enable, provides Assistive Technology services free of charge to the NDIA during the Trial (i.e. they are in-kind contributions). The services relate to aids and equipment, prosthetic limbs and home ventilation already provided to existing clients. <li data-bbox="954 94 1013 1155">– Enable will charge a fee for services to new clients or existing clients whose service needs increase.

	Description	Key comments
2.	<p>Client phasing for 2014-15 (FACS)</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss proposed client phasing 	<p>Discussion item</p> <p>This agenda item is relatively straightforward and will be led by FACS. The paper relates to ADHC's proposed approach for phasing-in ADHC clients to the NDIS Trial (Hunter) in 2014-15. The paper sets out how clients will be prioritised for phasing-in and the number of clients (existing ADHC clients plus new clients) to be phased-in each period.</p> <p><u>Key notes for the Chair</u></p> <ul style="list-style-type: none"> • The proposed number of clients phased-in over 2014-15 need to be revised. Slow NDIS start up during trial (across all jurisdictions) in the first six months of 2013-14 means that catchup may be needed in 2014-15. The extent depends on final client numbers for 2013-14 (Q3 is currently underway). The NDIA is picking up pace in Q3. • NSW proposes a change to quarterly client phasing (rather than monthly). • NSW proposes an even flow of intake across the four quarters. • If/when the Commonwealth agrees, NSW will develop a detailed phasing plan to align providers and clients to the intake numbers and cash flow agreed bilaterally.
3.	<p>Cluster and overarching NSW Transition Plans (FACS – NDIS Taskforce)</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Review/endorse the plans 	<p>Review/endorsement item</p> <p>Chair to seek review and endorsement of the overarching Transition Plan from SC members within one week (by 12 March) as the transition plans will need to be presented to the Board on 18 March.</p> <p>Chair to flag that the Transition Plan has progressed significantly and there is some room for refinement such as dashboard-style reporting to track progress and issues, which can also be used by clusters in their transition plans.</p> <p>Chair could seek SC agreement that the Taskforce and CADWG will review cluster plans in light of the overarching plan and consider the need for refinement.</p> <p>It is worth reiterating the need for plans to be a living document and a strategic planning tool to focus the attention of the Board where it is needed and track critical projects.</p> <p><u>Background</u></p> <p>The overarching NSW plan sets out the state's transition to full scheme. It guides the work of all agencies/clusters. It documents the NSW Government's strategic priorities for the transition, critical projects and activities required for transition, and risks and mitigation strategies. Cluster/agency</p>

	Description	Key comments
4.		<p>plans sit beneath it and detail how each cluster/agency will ensure NDIS readiness.</p> <p>The NSW plan has progressed significantly in the past week with input from DPC and FACS (Sam Taylor). Clusters have concerns (at the CADWG) that the Taskforce had not made strong progress to date. DPC is supporting the Coordinator and Taskforce as the team beds down.</p>
5.	<p>Update on impact assessment proposal (FACS – NDIS Taskforce)</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Discuss whether an impact assessment is needed at this point in 	<p>Noting item</p> <p>The NDIS Taskforce will lead this. DPC expects that the Steering Committee will agree that a state-wide impact assessment is needed, but should be deferred until later in the year.</p>

	<p>Description</p> <p>time</p>	<p>Key comments</p> <p><u>Notes for the Chair</u></p> <p>Health has identified the need to understand impact of the NDIS trial on the health system and more broadly, NSW mainstream services – as these impacts will not be investigated under the national evaluation of the NDIS trial.</p> <p>Health developed an impact assessment proposal for consideration by clusters/agencies at CADWG. Health is now proceeding with two pieces of work:</p> <ul style="list-style-type: none"> • A project to investigate the changes to NSW Health business processes and data systems that are needed to implement the NDIS • An NDIS monitoring framework to identify indicators and datasets to monitor the effect of implementing the NDIS on the health system. <p>DPC sees potential merit (as does Health) in considering a NSW whole-of-government impact assessment, with Health's Monitoring Framework a first stage in such a process. However clusters should be asked to confirm the exact scope of works and how this is distinct from the NDIS transition planning that is already underway.</p>
<p>6.</p>	<p>Update on in-scope review and pricing (TSY)</p> <p><u>Outcomes sought:</u></p> <ol style="list-style-type: none"> 1. Note update on these projects 2. Review/endorse the principles to account and charge for in-scope supports during trial 	<p>Noting and decision item</p> <p>Chair to seek agreement from members that the in-scope review and pricing work is prioritised and expedited.</p> <p>Chair to seek endorsement from members about the principles for accounting and charging for in-scope NSW Government supports during trial (refer attached). It is accepted by agencies that some of NSW's in-scope services will be provided free-of-charge to the NDIA during Trial (e.g. Assisted Student Transport Scheme). But there has been no formalisation of this agreement yet.</p> <p><u>In-scope review</u></p> <p>The in-scope review is off track and has not progressed since the last Steering Committee meeting. It comprises:</p> <ul style="list-style-type: none"> • Stage 1: Collation of a list of potential in-scope services and basic information about finances, clients and policy settings. • Stage 2: Reviewing the in-scope services and, in consultation with agencies, determining the composition of NSW's in-kind contribution to the NDIS. This will include consideration of financial, policy, client and operational impacts on services. The end point will be decisions on which services are in-kind, how to manage services that are in-scope but not in-kind, and how

	Description	Key comments
7.	Other business (DPC)	<p>to cash out in-kind services.</p> <ul style="list-style-type: none"> The ultimate project output is a submission to ERC and Cabinet, followed by a proposal to the Commonwealth. <p>Treasury has completed only part of Stage 1 – the collation of a list of potential in-scope services.</p> <p><u>Pricing</u></p> <p>Pricing complements the in-scope review as it will determine the unit prices of in-kind supports that could form part of a person's individualised package of supports. NSW needs to form a view on how it will cost its government services. This work is off track and needs to be expedited. DPC has raised this at the CADWG. The Steering Committee could be asked to ensure that this is prioritised within clusters.</p>

Transition Steering Committee

Meeting on 5 March 2014, 4–5pm

Outcomes

Attendees DPC: Alison Frame, Melanie Hawyes
 FACS/ADHC: Jim Longley, Sam Taylor, Phil Berry
 Treasury: Ric Sondalini
 Education: Brian Smyth-King, Melissa Clements
 Health:, Jacqui Ball
 Attorney General and Justice: Brendan Thomas
 Mental Health Commissioner: John Feneley

Apologies Rohan Hammett, Caralee McLiesh

Actions

Description	Timing
1. [REDACTED]	
2. Cross-Agency Coordinator and clusters to review the cluster/agency plans to ensure that these plans are aligned with the overarching NSW transition plan.	Before the Board meeting on 18 May
3. Steering Committee members to provide feedback to the Cross-Agency Coordinator on the overarching NSW transition plan by Friday 7 March so that it can be submitted to Board for endorsement.	By 7 March
4. Steering Committee to consider incorporation of the NSW governance arrangements for the National Injury Insurance Scheme into the NDIS at its next meeting.	24 April
5. Cross-Agency Coordinator to continue monitoring whether there is a need for a state-wide NDIS impact assessment, through the CADWG.	Ongoing basis

Outcomes

- 1 *Actions from previous meeting*
 - Noted that the NDIS update at the COAG Senior Officials Meeting on 7 March will now be a verbal update.
- 2 *Client phasing for 2014-15*
 - Agreed the client phasing approach for 2014-15 and noted that it would go to the NDIS Transition Board for endorsement.
 - Noted that the NDIS trial is in its early stages with client intake and planning slower than

Outcomes

expected. The NDIA will need to catchup to the bilateral target numbers.

- Noted that the slower intake has caused a cash flow issue as NSW continues to fund disability supports for existing clients who were budgeted to have transitioned already. The Commonwealth has agreed (in principle) for NSW to suspend remaining payments for the year and review client numbers after quarter 3.

3 *Overarching NSW and cluster transition plans*

- Reviewed the overarching NSW plan and noted that it is a living document which will be used to guide NSW NDIS readiness and provide basis for reporting to the Board.
- Discussed the need for the non-government sector to be ready for full scheme NDIS:
 - Service providers will require systems and processes, individualised models of support and business skills to be ready.
 - Workforce development is critical and there needs to be education and training for the sector.
 - The vocational education and training (VET) sector will have a role in training the disability workforce which is also expected to increase in size. Development of Australia's National Workforce Development Strategy will need to involve and reflect the needs of all relevant sectors of the workforce.
 - Education and training will also be needed for mainstream service staff who will be providing services to people with disability.
 - Some people with mental illness will be eligible/ineligible for NDIS funded supports. Mental health providers will require education and training to be ready to support people with mental health illness who also have a disability.
- Noted that the NSW NDIS Cross-Agency Coordinator will scope out requirements for both broader sector readiness and workforce development as part of the transition work for NSW.
- Noted the lack of data on the number of new clients with mental health issues who are receiving an NDIS package.
- Noted the lack of data on the NDIS treatment of the support needs of children with disability (including those accessing the Assisted School Transport program).
- Noted that the NSW NDIS Taskforce is scoping the data requirements of NSW agencies to inform negotiations with the NDIA/Commonwealth.

4

5 *Update on the impact assessment proposal*

- Noted that the Ministry of Health is progressing two pieces of work: understanding the changes to NSW Health business processes and data systems needed to implement the NDIS; and an NDIS monitoring framework to monitor the effect of implementing the NDIS on the health system.

6 *Update on the in-scope review and pricing*

- Noted that the in-scope review and pricing projects are off-track.
- Noted that Treasury intends to commit resources to progress these projects and will advise any

Outcomes

additional resourcing required at the NDIS Transition Board meeting.

- Noted the principles for accounting and charging for in-scope NSW Government supports during trial, and that formal endorsement of these principles should be sought from the Board.

NSW NDIS Transition Steering Committee

Time and date	12pm, 28 April 2014
Place	DPC Conference Room 2, Level 39, Governor Macquarie Tower
Attendees	<p>DPC – Alison Frame, Melanie Hawyres</p> <p>FACS/ADHC – Jim Longley, Samantha Taylor, Phil Berry</p> <p>Treasury – Caralee McLiesh, Ric Sondalini</p> <p>DEC – Brian Smyth-King</p> <p>Health – Rohan Hammett, Jacqui Ball</p> <p>DAGJ – Brendan Thomas</p> <p>Mental Health Commissioner – John Feneley</p>

Agenda item	Presenter	Papers	Action required	
1	Welcome, agenda and report on actions from previous meeting	DPC	Meeting outcomes 5/3/14	
Core agenda				
2	Debrief on COAG SOM	DPC	Verbal	Update only
	Update on bilateral negotiations:			
3	<ul style="list-style-type: none"> Implications of a Commonwealth rollout delay Key bilateral priorities for Trial 	DPC/FACS	Bilateral priorities for Trial	Discuss bilateral priorities for Trial
4	Update on in-scope review	TSY	In-scope review update	Update only
5	Handling and circulation of transition plans	FACS	Approach to handling and circulation of transition plans	Discuss and agree approach
	Progress of cluster readiness work transition to full scheme:			
6	<ul style="list-style-type: none"> NSW Health DEC DAGJ 	Clusters	Verbal	Update only
Other agenda				
7	NIIS governance arrangements	TSY	Verbal	Update only
Other business				
8	Other business			

Transition Steering Committee

Time and date	12pm, 28 April 2014		
Place	DPC Conference Room 2, Level 39, Governor Macquarie Tower		
Attendees	DPC – Alison Frame, Melanie Hawyes FACS/ADHC – Jim Longley, Samantha Taylor, Phil Berry Treasury – Caralee McLiesh, Ric Sondalini DEC – Brian Smyth-King	Health – Rohan Hammett, Jacqui Ball DAGJ – Brendan Thomas Mental Health Commissioner – John Feneley	

Agenda item	Presenter	Papers	Key comments
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Brian Smyth-King will be dialling in (Gaithire will put him through to the meeting room).

Chair to note that actions from the last SC meeting have been completed.

1 Welcome, agenda and report on actions from previous meeting

Verbal

DPC

Update item

Speaking points

At the meeting, Senior Officials were asked to consider the terms of reference for another independent review – focusing on actions by the NDIA to manage costs. The review report is due to COAG at the end of September 2014. An interim report is due at the end of July.

2 COAG SOM debrief

Verbal

DPC

This review follows a number of other reviews commissioned by the Commonwealth:

- A capability review of the NDIA
- Report to COAG on the implementation of the NDIS (with a focus on implementation issues and financial sustainability)

- A KPMG review on the transition timetable for full scheme (with a focus on risks and capacity of states/territories).

There is heightened attention around financial sustainability of the scheme and these reviews indicate that the Commonwealth may delay the rollout.

While NSW welcomes recommendations which improve implementation and the scheme's long term financial sustainability, our position should remain that the rollout timetable is achievable and should not change. NSW is committed to delivering an NDIS across NSW by July 2018.

In the event there is a delay and additional costs arise, NSW should hold a position that the Commonwealth bears responsibility – under the Heads of Agreement, Commonwealth bears 100 per cent of the cost risk during Trial and transition.

Update and discussion item

Speaking points on bilateral update (Sam should also add to this update)

The last bilateral was held on 11 April. A range of matters were discussed, including continuing to work together to resolve data sharing issues, and identifying existing clients who may be found ineligible by the NDIA but should actually be eligible.



Bilateral priorities for Trial

DPC/FACS

Update on bilateral negotiations

3

Speaking points on bilateral priorities for Trial (Sam should also add to this)

The meeting paper focuses on bilateral priorities for Trial (the bilateral priorities for transition to full scheme are covered in the Cabinet minute which the SC has reviewed).

The bilateral priorities are:

- Pricing for disability supports during Trial (e.g. HCS and LRCs)
- The NDIA has a price guide for disability supports in the Hunter with unit pricing – but individual support prices may be differ especially across the Hunter region. This pricing work will allow us to quantify individual package values.

Questions to ask SC members:

- a) What should drive pricing – is it just the underlying cost and utilisation rates?
- b) Should we do differential pricing for the different local areas or for different client profiles – or should we just apply an overall average?

- Treatment of in-kind supports during Trial

In-kind supports are NSW Government funded services that will be delivered to NDIS participants and are part of NSW's contribution to the NDIS under the Heads of Agreement – in Trial, these are essentially ADHC supports.

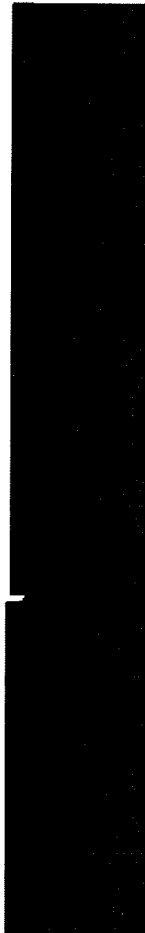
Supports provided by other agencies during Trial do not form part of NSW's contribution to the NDIS and are therefore not 'in-kind' technically – but the NDIA will be notionally invoiced for them so that packages reflect the true cost of services. NSW may also bill the NDIA if some of these supports go above and beyond what is reasonable – i.e. there are new clients wanting these supports from agencies or agencies are providing more supports to their existing clients.

For the meeting, we are referring to **both ADHC and non-ADHC specialist disability supports provided to NDIS participants** and note that Treasury's in-scope review will identify and cost non-ADHC supports. **Questions to ask SC members:**

- a) How should we treat and account for in-kind ADHC supports? What is needed operationally to make this happen?
- b) The Cwth is pressing for early cashing out of in-kind services, which means that accounting for these in-kind ADHC supports should become less of an issue as the Trial progresses. The question is, how do we cash out early?
- c) How should we treat and account for non-ADHC supports? What is needed operationally to make this happen?

- Continuity of support and transition risks

Clauses 62 and 63 of the IGA indicate that existing clients who are no longer eligible will continue to receive support consistent with their current arrangements and that the NDIA will work with them to develop a transition strategy for the person.



Continuity of support is part of the bigger issue of clarifying the boundaries of the risk clauses in our bilateral with the Cwth, as follows:

- Clause 12: The Commonwealth agrees to bear 100 per cent of the risks for the NSW launch site. This includes population, financial and transition risks.
- Clause 16: The Commonwealth and NSW agree to provide ongoing support to NDIS participants in the Hunter launch. The Commonwealth agrees to cover 100 per cent of the risk during any transition period between end of launch and full scheme commencement or until an alternative arrangement is made covering ongoing support to participants in the first stage of the NDIS. The NSW ongoing support will be consistent with the launch funding allocation and will not be premised on an average person cost.

Questions for SC members:

- a) What are thoughts on the transition risks clauses?
- b) How do we influence Cwth thinking on this issue?

Chair to seek agreement that we need legal advice on the matter – either DPC or FACS can take responsibility for this.

- Client phasing

The approach for client phasing so far has been to work backwards from the agreed client intake numbers, to arrive at the phasing numbers across a year. Year 1 used monthly client phasing which moved to quarterly client phasing in Year 2, for operational flexibility.

The current bilateral states that existing clients will be transitioned, plus new clients.

Question for SC members:

- a) How should we identify new clients that should be transitioned?

- End of year reconciliation process

NSW makes cash payments in advance of the next period, to the NDIA. Once a year is complete, the total contribution (cash and in-kind) needs to be reconciled to client numbers for the year. The Year 1 reconciliation is upcoming.

Question for SC members:

- a) Are members fine for FACS to do the reconciliation process and report back to the Transition SC? (Chair to seek timing from FACS on this)
- Note: If the NDIA has under-spent, the under-spent amount will become a proportional credit for the Cwth and NSW in the following year.
- If the NDIA has over-spent, Cwth makes an additional cash contribution to meet the cost overrun, per the IGA.

Update item

Treasury has dedicated resources to the in-scope review given its priority status and will have revised ToR and stage 2 data collection templates completed soon.

In-scope review update

TSY

Update on in-scope review

4

Chair to seek agreement for SC members to have an out-of-session 30min meeting in 2-3 weeks to consider these documents. Timely cluster engagement in Stage 2, including for data collection, will be vital.

Discussion and approval item

DPC approves the recommendations for internal circulation within NSW Government:

- DPC supports open circulation of the transition plans between Board, Transition SC, Transaction SC and CADWG members – most people have a copy by now.
- DPC supports broader circulation of the Overarching NSW Transition Plan within NSW Government **but this should not require permission** since it's internal. Requests should be made through the Taskforce.
- DPC supports the authoring cluster/agency to be responsible for the circulation of their plan to other clusters/agencies which request it. DPC notes that plans should be generally available for others in NSW Government to promote information sharing and especially given the cross-agency nature of the NDIS.
- The issues are whether SC members need a log kept of people who request it, and whether requestors should sign a form to state they will not distribute the plan any further. DPC has no issue with these specific recommendations.

Approach to circulation of transition plans

FACS

Handling and circulation of transition plans

5

DPC supports a simpler version of all transition plans to be publicly available to promote transparency and open communication with the public. ADHC has already released a public version.





Update item

DPC expects that there has not been much progress on cluster readiness work.

Chair to flag that the first quarterly report to the Board is likely due in its August meeting. Chair to ask the Taskforce to develop a quarterly report template – this can be considered by the SC in the May out of session meeting, or emailed around for comment at the end of May. The Taskforce can then use this template to prepare the first quarterly report.

The first quarterly report will be considered by the SC in the next meeting. This is currently set for 2 July but may be pushed back to the end of July so that it's just before the Board meeting on 11 August (see attached Meeting Schedule).

Update item

There has not been much progress on the NIIS to date though this will ramp up as a significant work plan is expected for 2014.

Note: DPC provided the contacts in other clusters/agencies to the secretariat to get them involved on the NIIS.

Progress of cluster readiness work to transition to full scheme

Clusters

Verbal

6

Update on NIIS governance arrangements

TSY

Verbal

7

Other business

8

NSW NDIS Transition Steering Committee

Meeting on 28 April 2014


Outcomes

Attendees DPC: Alison Frame, Melanie Hawyes
 FACS/ADHC: Jim Longley, Samantha Taylor, Phil Berry
 Treasury: Caralee McLiesh, Ric Sondalini
 Education: Brian Smyth-King
 Health: Jacqui Ball

Apologies Brendan Thomas, John Feneley

Actions

Description	Timing
1. DPC to develop a Steering Committee work plan, which includes regular thematic discussions around scheme design, negotiations with the Commonwealth and NSW readiness.	May 2014
2. DPC to schedule a dedicated Steering Committee meeting in late May to: <ul style="list-style-type: none"> – discuss project to develop the NSW position on in-scope services and its in-kind contribution, and consider findings of stage 1 	May 2014
3. [Redacted]	
4. DPC to seek General Counsel advice about the GIPA status of the cluster plans (noting that the Board has endorsed them as living documents to be regularly updated as NSW readiness progresses).	May 2014
5. Samantha Taylor to circulate the draft ADHC public plan on the transition to the NDIS.	May 2014
6. Cross Agency Coordinator to develop a whole of government public plan on the transition to the NDIS in NSW for submission to the next Steering Committee meeting. The ADHC public plan will provide the starting point, with any additional content sourced from clusters as required.	May 2014
7. ADHC and Health to convene discussions and share relevant data on mental health clients (within the expected NDIS eligibility range) to inform client phasing and extent to which there is overlap in services.	May-June 2014
8. [Redacted]	
9. [Redacted]	

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10. Steering Committee members agreed that the project components of the cluster plans would be shared within usual project management arrangements while the plans are refreshed. Ongoing
11. Steering Committee members to ensure that their cluster is undertaking proactive communication about the NDIS consistent with current key messages to their workforce, potential NDIS clients and other stakeholders. Ongoing
- Steering Committee members can leverage ADHC content to assist with these communication activities.

Outcomes

- 1 *Welcome, agenda and outcomes from previous meeting*
 - Agreed actions from the previous meeting.
- 2 *COAG SOM debrief*
 - Noted that an additional review into the management of cost drivers and the financial sustainability of the scheme has been proposed by the Commonwealth.
 - Noted that the Commonwealth has signalled the intention to extend the timeframe for full scheme roll out for at least one year.
 - Noted that the financial implications of delays for NSW vary depending on the way that client phasing occurs under an extended timeframe (e.g. the timing of intake of new versus existing NSW clients).
 - Noted that Treasury and FACS/ADHC are undertaking financial analysis of different scenarios to develop a preferred NSW approach to client phasing to put to the Commonwealth as part of ongoing bilateral discussions.
- 3 *Update on bilateral negotiations*

Continuity of support

 - Noted that the Commonwealth has stated that it will not fund continuity of support (support for clients in the Trial who currently receive state funded supports but are determined ineligible for NDIS support).
 - Noted that NSW considers that the Commonwealth bears 100% risk for continuity of support clients during Trial, with the NDIS having a role in transitioning clients off current services.
 - Noted that DPC has sought General Counsel advice on the relevant clauses of the Bilateral Agreement with the Commonwealth that deal with the allocation of risk during Trial.
 - Noted that FACS/ADHC has sought accurate verified data from the NDIA on the number and profile of continuity of support clients in the Hunter Trial site.
 - Noted that DPC will coordinate a discussion with the Department of Prime Minister and Cabinet on the matter.

Data sharing – mental health clients/disability clients

- Noted the need for data exchange across the mental health and disability clusters to understand the NDIS new client cohort.

4 *Update on in-scope review*

- Treasury provided a verbal update that the in-scope review is up and running.
- DPC to schedule a dedicated Steering Committee meeting in late May to consider the findings of stage 1 and develop the NSW position on in-scope services and its in-kind contribution.

5 *Handling and circulation of transition plans*

- Cross Agency Coordinator noted the status of cluster plans as draft documents and the need to ensure that they are accurately caveated as drafts in an iterative process.
- Cross Agency Coordinator proposed an approach to circulation of transition plans within NSW Government.
- Steering Committee members acknowledged that the plans reflected a point in time and focused on risks and mitigation strategies. Considered in isolation the plans do not present the full picture of the NDIS.
- Steering Committee members noted the need for a public plan on the NDIS in NSW.
- FACS/ADHC is able to circulate its draft public plan as a basis for the development of a whole of government document.
- Steering Committee members noted the need for consistent communication on the NDIS and its implications for NSW. There is a need to educate workforce, clients and other stakeholders within and across clusters on the NDIS and what it means for people in NSW. This is the responsibility of clusters informed by the communications material developed through CADWG.

6 *Progress of cluster readiness work in transition to full scheme*

- Deferred to the next meeting.

7 *NHS governance arrangements*

- Deferred to the next meeting.

8 *Other business*

- No other business.