

From: s47E(c), s47F
To: [HERALD, Russell](#)
Cc: s47E(c), s47F
Subject: Att Rusty D23-798138 : CA - s47G(1)(a) - Part 4 - reversal of declined offers and approach to other providers [SEC=OFFICIAL]
Date: Tuesday, 14 March 2023 9:28:37 PM
Attachments: [CA - s47G\(1\)\(a\) - Part 4 - reversal of declined offers and approach to other providers.tr5](#)
[Multiple Records Reference.tr5](#)
[CA - s47G\(1\)\(a\) - Part 4 - reversal of declined offers and approach to other providers.DOCX](#)

Hi Rusty, final CA for s47G(1)(a) was due to providers not accepting- not these providers have been informally approached re this.

With this we have the whole picture and s47G(1)(a) will be able to communicate with all and clients also starting later this week with initial engagements with incoming providers

s47E(d), s47G(1)(a)

Over \$1M GST INC, so has to go to you.

ACTION

Review and sign, circle and date the attached word doc CA

s47E(c), s47F



s47E(c), s47F

CHSP Program Section| Home Support and Operations Branch
P | 02 s47E(c), s47F E | s47E(c), s47F@health.gov.au

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the Freedom of Information Act 1982
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Australian Government
Department of Health and Aged Care

MINUTE: To: Russell Herald
Assistant Secretary
Home Support Operations Branch

WITHDRAWAL OF COMMONWEALTH HOME SUPPORT PROGRAMME (CHSP) SERVICES BY s47G(1)(a)
APPROVAL TO COMMIT DECLINED FUNDS TO ALTERNATIVE PROVIDERS

Purpose

As the commitment approver, under sections 21 and 23 of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) that you:

APPROVE

1. An approach to s47G(1)(a) [redacted] for additional funding related to the partial decline by s47G(1)(a) [redacted] for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) [redacted] in the Eastern Metro (Vic) ACPR.
2. Additional recurrent funding of up to \$s47(1)(b) [redacted] (GST exc) or \$s47(1)(b) [redacted] (GST inc) to s47G(1)(a) [redacted], bringing their total offer to \$s47(1)(b) [redacted] (GST exc) or \$s47(1)(b) [redacted] (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.
3. s47(1)(b) [redacted]
4. An approach to s47G(1)(a) [redacted] for additional funding relating to the decline of offers made to s47G(1)(a) [redacted] and s47G(1)(a) [redacted], for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) [redacted] in the Eastern Metro (Vic) ACPR.
5. Additional recurrent funding of up to \$s47(1)(b) [redacted] (GST exc) or \$s47(1)(b) [redacted] (GST inc) to s47G(1)(a) [redacted] bringing their total offer to \$s47(1)(b) [redacted] (GST exc) or \$s47(1)(b) [redacted] (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.

NOTE

1. The offer to s47G(1)(a) [redacted] will be adjusted down to reflect the services and outputs accepted; this does not require additional approval as the amount is below that already approved (Attachment A).
2. s47G(1)(a) [redacted] have accepted the funding offer for part of the s47G(1)(a) [redacted] relinquishment as per the prior minute (Attachment A).
3. The organisations will be notified of the outcome following your decision.
4. Once acceptance of the offer from the incoming providers is received any negotiation on outputs will be undertaken in line with the CHSP Manual 2022-23, and the incoming providers CHSP Funding Agreements will be varied with this approval through a data variation spreadsheet.

Background

- In February 2023, you signed a series of Minutes approving the relinquishment of CHSP services and funding by s47G(1)(a) in the Eastern Metro (Vic) ACPR, and the selection of nine (9) organisations as the alternative providers to deliver the CHSP services being relinquished as of 1 July 2023 (Attachment A).
- The Community Grants Hub (CGH) have approached all providers. Six of the providers accepted in full, one partially accepted some of the service types offered, and two organisations declined the offers outright.
- This minute recommends the reallocation of the declined CHSP funds being relinquished by s47G(1)(a) for 1 July 2023 - 30 June 2024.
- The s47G(1)(a) funding to be reallocated in this minute is outlined in the following table.

Table 1: Funding to be reallocated in 2023-24 at activity level

Funding and Outputs to be relinquished 1 July 2023 - 30 Jun 2024		
Service type	Total Funding (GST exclusive)	Outputs
Allied Health and Therapy Services	s47E(d)	
Domestic Assistance		
Flexible Respite		
Home Maintenance		
Home Modifications		
Other Food Services		
Personal Care		
Social Support - Group		
Social Support - Individual		
Total		

Direct Selection Process

Partial decline by s47G(1)(a)

• s47E(d), s47G(1)(a)

- As s47G(1)(a) were also made a direct offer as part of the s47G(1)(a) relinquishment, the CGH approached them for interest in taking the additional services directly. s47G(1)(a) expressed interest in accepting the additional services.
- As an existing large CHSP provider in the Whitehorse LGA, s47G(1)(a) is well positioned to accommodate the additional service delivery and is therefore being recommended for the total amount declined by s47G(1)(a).

s47E(d), s47G(1)(a)

- As Chinese speaking clients are the largest cohort of CALD background clients with s47G(1)(a), and the Council had identified the need for Chinese language speaking staff to support them, the CGH were requested to approach s47G(1)(a) to identify if they had capacity to support Chinese speaking clients, and if they would be interested in receiving additional funds. s47G(1)(a) confirmed both capacity and interest, and so are being recommended for all declined funding for CALD background clients.

Recommended Selection

- It is recommended that the Department select s47G(1)(a) as the preferred organisations to be offered the services being withdrawn by s47G(1)(a) as outlined in Table 4.

Table 3: Indicative 2023-24 funding being reallocated from s47G(1)(a) in this minute

Year	ACPR	Activity type	Outputs	Funding (GST exc)	GST Amount	Funding (GST inc)
2023-24	Eastern Metro (VIC)	Allied Health & Therapy Services	s47(1)(b)			
		Domestic Assistance				
		Flexible Respite				
		Home Maintenance				
		Home Modifications				
		Other Food Services				
		Personal Care				
		Social Support - Group				
		Social Support - Individual				
Total						

Table 4: 2023-24 funding being reallocated based on Table 3 indicative offer - incoming provider allocations

Year	2023-2024	ACPR	Eastern Metro (VIC)					
Provider	Activity type	Activity Cost Centre	Funding (GST exc)	GST Amount	Funding (GST inc)			
s47G(1)(a)	Domestic Assistance	s47E(d)	s47(1)(b)					
	Home Maintenance							
	Home Modifications							
	Other Food Services							
	Personal Care							
		Sub-Total						
	Allied Health & Therapy Services	s47E(d)						
	Domestic Assistance							
	Personal Care							
	Social Support Group							
	Social Support Individual							
	Flexible Respite							
		Sub-Total						
	TOTAL							

Table 5: NEW TOTAL 2023-24 funding allocations for affected incoming providers

Year	2023-2024	ACPR	Eastern Metro (VIC)		
Provider	Activity type	Activity Cost Centre	Funding (GST exc)	GST Amount	Funding (GST inc)
s47G(1)(a)	Allied Health & Therapy Services	s47E(d)	s47(1)(b)	s47(1)(b)	s47(1)(b)
	Domestic Assistance				
	Home Maintenance				
	Home Modifications				
	Other Food Services				
	Personal Care				
	Social Support - Group				
	Social Support - Individual				
	Flexible Respite				
	Total				
Allied Health & Therapy Services	s47E(d)	s47(1)(b)	s47(1)(b)	s47(1)(b)	
Domestic Assistance					
Personal Care					
Social Support - Group					
Social Support - Individual					
Transport					
Flexible Respite					
Total					
Allied Health & Therapy Services	s47E(d)	s47(1)(b)	s47(1)(b)	s47(1)(b)	
Social Support - Group					
Social Support - Individual					
Transport					
Flexible Respite					
Total					

Value for Money

The proposed direct selection process demonstrates value for money as it is likely to result in the timely selection of an appropriate provider (and the engagement of that provider at no additional cost to the Department), without the need to undertake a more extensive selection process requiring more significant resourcing.

Funds Availability

CHSP funds are available through Priority 065 – Outcome 3.2 Aged Care Services.

No additional funding is required as existing funds will be transferred through a variation to the new provider's agreement. Under the current administrative arrangements for CHSP variations, your approval is required for the recommended approach.

Engagement Process

HSOB will work with the relevant CGH office to approach the preferred candidates and negotiate any outputs in line with the 2022-23 CHSP Manual. Once the provider accepts, the formal variation process will be provided to the CGH Establishment team through a data variation file.

Variation Process

CHSP arrangements are funded under the Commonwealth Standard Grant Agreement. The CGH will manage the process and the variations to providers' contractual arrangements in accordance with the relevant legislation.

Risk Management

Risk is being managed through:

- Ongoing consultation between the CGH and the Home Support Operations Branch.
- Risk assessment and data analysis undertaken by the CGH and HSOB.
- The timely approval of an incoming provider.

Proposed Timeframe

It is proposed that the Department commence this process as soon as possible to allow the new provider to begin service delivery on 1 July 2023.

Contingencies

The preferred candidates have not been approached by the Department at this stage, so in the event that an organisation is not willing to take on the services being relinquished by s47G(1)(a) [REDACTED], the Department would need to consider approaching other CHSP providers to offer the variation.

Delegation

The approval of funds is within your delegation limit under the Accountable Authority Delegations (PGPA) Schedule 1, 13 February 2023 – item number 03.

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Recommendations

It is recommended that you:

As the commitment approver, under sections 21 and 23 of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act):

APPROVE

- R1.** An approach to s47E(d), s47G(1)(a) [REDACTED] for additional funding related to the partial decline by s47G(1)(a) [REDACTED] for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) [REDACTED] in the Eastern Metro (Vic) ACPR.
- R2.** Additional recurrent funding of up to \$s47(1)(b) [REDACTED] (GST exc) or \$s47(1)(b) [REDACTED] (GST inc) to s47G(1)(a) [REDACTED] bringing their total offer to \$s47(1)(b) [REDACTED] (GST exc) or \$s47(1)(b) [REDACTED] (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.
- R3.** s47(1)(b) [REDACTED]
- R4.** An approach to s47G(1)(a) [REDACTED] for additional funding relating to the decline of offers made to s47G(1)(a) [REDACTED] and s47G(1)(a) [REDACTED], for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) [REDACTED] in the Eastern Metro (Vic) ACPR.
- R5.** Additional recurrent funding of up to \$s47(1)(b) [REDACTED] (GST exc) or \$s47(1)(b) [REDACTED] (GST inc) to s47G(1)(a) [REDACTED] bringing their total offer to \$s47(1)(b) [REDACTED] (GST exc) or \$s47(1)(b) [REDACTED] (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.

NOTE

- N1.** The offer to s47G(1)(a) [REDACTED] will be adjusted down to reflect the services and outputs accepted; this does not require additional approval as the amount is below that already approved (Attachment A).
- N2.** s47G(1)(a) [REDACTED] have accepted the funding offer for part of the s47G(1)(a) [REDACTED] relinquishment as per the prior minute (Attachment A).
- N3.** The organisations will be notified of the outcome following your decision.
- N4.** Once acceptance of the offer from the incoming providers is received any negotiation on outputs will be undertaken in line with the CHSP Manual 2022-23, and the incoming providers CHSP Funding Agreements will be varied with this approval through a data variation spreadsheet

DECISION:

- R1. APPROVED / NOT APPROVED / DISCUSS
 R2. APPROVED / NOT APPROVED / DISCUSS
 R3. APPROVED / NOT APPROVED / DISCUSS
 R4. APPROVED / NOT APPROVED / DISCUSS
 R5. APPROVED / NOT APPROVED / DISCUSS
 N1.- N.4 NOTED / DISCUSS

Recommending Officer

s47E(c), s47F [REDACTED]

s47E(c), s47F [REDACTED] CHSP Program Management Section
 Home Support Operations Branch
 14 March 2023

PGPA Commitment Approver

 Russell Herald
 Assistant Secretary
 Home Support Operations Branch
 March 2023

Attachments –

Attachment A – Minutes 1 - 3 for s47G(1)(a) [REDACTED] relinquishment.

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Australian Government
Department of Health and Aged Care

MINUTE: To: Russell Herald
Assistant Secretary
Home Support Operations Branch

**WITHDRAWAL OF COMMONWEALTH HOME SUPPORT PROGRAMME (CHSP) SERVICES BY s47G(1)(a)
: APPROVAL TO COMMIT DECLINED FUNDS TO ALTERNATIVE PROVIDERS**

Purpose

As the commitment approver, under sections 21 and 23 of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) that you:

APPROVE

1. An approach to s47G(1)(a) for additional funding related to the partial decline by s47G(1)(a) for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) in the Eastern Metro (Vic) ACPR.
2. Additional recurrent funding of up to \$s47(1)(b) (GST exc) or \$s47(1)(b) (GST inc) to s47G(1)(a), bringing their total offer to \$s47(1)(b) (GST exc) or \$s47(1)(b) (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.
3. s47(1)(b)
4. An approach to s47G(1)(a) for additional funding relating to the decline of offers made to s47G(1)(a) and s47G(1)(a), for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) in the Eastern Metro (Vic) ACPR.
5. Additional recurrent funding of up to \$s47(1)(b) (GST exc) or \$s47(1)(b) (GST inc) to s47G(1)(a) bringing their total offer to \$s47(1)(b) (GST exc) or \$s47(1)(b) (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.

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Background

- In February 2023, you signed a series of Minutes approving the relinquishment of CHSP services and funding by s47G(1)(a) in the Eastern Metro (Vic) ACPR, and the selection of nine (9) organisations as the alternative providers to deliver the CHSP services being relinquished as of 1 July 2023 (Attachment A).
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Other Food Services		
Personal Care		
Social Support - Group		
Social Support - Individual		
Total		

Direct Selection Process

Partial decline by s47G(1)(a)

- s47E(d), s47G(1)(a)
- As s47G(1)(a) were also made a direct offer as part of the s47G(1)(a) relinquishment, the CGH approached them for interest in taking the additional services directly. s47G(1)(a) expressed interest in accepting the additional services.
- As an existing large CHSP provider in the Whitehorse LGA, s47G(1)(a) is well positioned to accommodate the additional service delivery and is therefore being recommended for the total amount declined by s47G(1)(a).

s47E(d), s47G(1)(a)

- As Chinese speaking clients are the largest cohort of CALD background clients with s47G(1)(a), and the Council had identified the need for Chinese language speaking staff to support them, the CGH were requested to approach s47G(1)(a) to identify if they had capacity to support Chinese speaking clients, and if they would be interested in receiving additional funds. s47G(1)(a) confirmed both capacity and interest, and so are being recommended for all declined funding for CALD background clients.

Recommended Selection

- It is recommended that the Department select s47G(1)(a) as the preferred organisations to be offered the services being withdrawn by Whitehorse City Council as outlined in Table 4.

Table 3: Indicative 2023-24 funding being reallocated from s47G(1)(a) in this minute

Year	ACPR	Activity type	Outputs	Funding (GST exc)	GST Amount	Funding (GST inc)
2023-24	Eastern Metro (VIC)	Allied Health & Therapy Services	s47(1)(b)			
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s47G(1)(a)	Domestic Assistance	s47E(d)	s47(1)(b)					
	Home Maintenance							
	Home Modifications							
	Other Food Services							
	Personal Care							
		Sub-Total						
	Allied Health & Therapy Services	s47E(d)						
	Domestic Assistance							
	Personal Care							
	Social Support Group							
	Social Support Individual	s47E(d)						
	Flexible Respite							
	Sub-Total							
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Table 5: NEW TOTAL 2023-24 funding allocations for affected incoming providers

Year	2023-2024	ACPR	Eastern Metro (VIC)		
Provider	Activity type	Activity Cost Centre	Funding (GST exc)	GST Amount	Funding (GST inc)
s47G(1)(a)	Allied Health & Therapy Services	s47E(d)	s47(1)(b)		
	Domestic Assistance				
	Home Maintenance				
	Home Modifications				
	Other Food Services				
	Personal Care				
	Social Support - Group				
	Social Support - Individual				
	Flexible Respite	s47E(d)			
	Total				
	Allied Health & Therapy Services	s47E(d)			
	Domestic Assistance				
	Personal Care				
	Social Support - Group				
	Social Support - Individual				
	Transport				
	Flexible Respite	s47E(d)			
	Total				
	Allied Health & Therapy Services	s47E(d)			
	Social Support - Group				
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	Flexible Respite	s47E(d)			
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Value for Money

The proposed direct selection process demonstrates value for money as it is likely to result in the timely selection of an appropriate provider (and the engagement of that provider at no additional cost to the Department), without the need to undertake a more extensive selection process requiring more significant resourcing.

Funds Availability

CHSP funds are available through Priority 065 – Outcome 3.2 Aged Care Services.

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HSOB will work with the relevant CGH office to approach the preferred candidates and negotiate any outputs in line with the 2022-23 CHSP Manual. Once the provider accepts, the formal variation process will be provided to the CGH Establishment team through a data variation file.

Variation Process

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Risk Management

Risk is being managed through:

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- The timely approval of an incoming provider.

Proposed Timeframe

It is proposed that the Department commence this process as soon as possible to allow the new provider to begin service delivery on 1 July 2023.

Contingencies

The preferred candidates have not been approached by the Department at this stage, so in the event that an organisation is not willing to take on the services being relinquished by s47G(1)(a) [REDACTED], the Department would need to consider approaching other CHSP providers to offer the variation.

Delegation

The approval of funds is within your delegation limit under the Accountable Authority Delegations (PGPA) Schedule 1, 13 February 2023 – item number 03.

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Recommendations

It is recommended that you:

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- R1.** An approach to s47G(1)(a) [REDACTED] for additional funding related to the partial decline by s47G(1)(a) [REDACTED] for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) [REDACTED] in the Eastern Metro (Vic) ACPR.
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- R3.** s47(1)(b) [REDACTED]
- R4.** An approach to s47G(1)(a) [REDACTED] for additional funding relating to the decline of offers made to s47G(1)(a) [REDACTED] and s47G(1)(a) [REDACTED], for the purposes of delivering the services and outputs being relinquished by s47G(1)(a) [REDACTED] in the Eastern Metro (Vic) ACPR.
- R5.** Additional recurrent funding of up to \$s47(1)(b) [REDACTED] (GST exc) or \$s47(1)(b) [REDACTED] (GST inc) to s47G(1)(a) [REDACTED] bringing their total offer to \$s47(1)(b) [REDACTED] (GST exc) or \$s47(1)(b) [REDACTED] (GST inc) from 1 July 2023 to 30 June 2024 for the purposes of delivering additional CHSP services.

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 N1.- N.4 NOTED / DISCUSS

Recommending Officer

s47E(c), s47F [REDACTED]

s47E(c), s47F [REDACTED] CHSP Program Management Section
 Home Support Operations Branch
 14 March 2023

PGPA Commitment Approver

 Russell Herald
 Assistant Secretary
 Home Support Operations Branch
 March 2023

Attachments –

Attachment A – Minutes 1 - 3 for s47G(1)(a) [REDACTED] relinquishment.

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From: [HERALD, Russell](#)
To: s47E(c), s47F
Cc: s47E(c), s47F
Subject: RE: Att Rusty D23-798138 : CA - s47G(1)(a) - Part 4 - reversal of declined offers and approach to other providers [SEC=OFFICIAL]
Date: Wednesday, 15 March 2023 10:06:00 AM

s47E(c), s47F - esig

-----Original Message-----

From: DEMPSEY, Martin <Martin.Dempsey@health.gov.au>
Sent: Tuesday, 14 March 2023 9:29 PM
To: HERALD, Russell <Russell.Herald@health.gov.au>
Cc: s47E(c), s47F @health.gov.au; s47E(c), s47F @health.gov.au; s47E(c), s47F @health.gov.au; s47E(c), s47F @Health.gov.au
Subject: Att Rusty D23-798138 : CA - s47G(1)(a) - Part 4 - reversal of declined offers and approach to other providers [SEC=OFFICIAL]

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With this we have the whole picture and s47G(1)(a) will be able to communicate with all and clients also starting later this week with initial engagements with incoming providers

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Over \$1M GST INC, so has to go to you.

ACTION

Review and sign, circle and date the attached word doc CA

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CHSP Program Section| Home Support and Operations Branch P | 02 s47E(c), s47F E |
s47E(c), s47F @health.gov.au