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Maggie Beer Foundation – Bimonthly meeting

Date: 12 March 2026

Attendees: s47F s47E(c), s47F and s47E(c)
Apologies: s47E(c),

Item	Agenda topic	Meeting notes
1	Department Update	CALD Grant Variation - s47F confirmed that the Maggie Beer Foundation (the Foundation) has received the first payment which was released since the CALD variation was executed. - s47E(c), s47F noted that following the discussion at the previous meeting, the Department of Health, Disability and Ageing (the Department) identified that monthly reporting and quarterly reporting requirements were missing from the broader grant documentation. - s4 advised that the Department will speak with our grants team who will then liaise with the Community Grants Hub at the Department of Social Services to send a revised deed of variation to the Foundation. This will include the required monthly and quarterly reporting and remove the reporting requirement relating to child safety compliance as it's not applicable to the Foundation's grant. Promotion of Foundation activities - Publication dates of articles promoting the Foundation activities are as follows: - YACU - Meals with Meaning - 17 March 2026 - Provider Exclusive Hubs - 24 March 2026 - WACU - Meals with Meaning - 19 March 2026 - AWOC - Meals with Meaning - March edition (26 or 27 March TBC) - s4 confirmed that all the departmental newsletters are available on the Department's website. - s47F stated that the Foundation are happy to review draft promotional communications. s4 advised that the Department's e-news has very specific format and style. Action item: The Department is drafting a YACU article to promote the Community Meals pilot and will share the draft with the Foundation while it is concurrently reviewed by the e-news team. Paused. February monthly report - s4 thanked the Foundation for submitting through the February monthly report and raised the following two questions:

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		• Refresh of the <i>Delivering High Protein All Day</i> module - KP asked whether nutritional experts would continue to be involved in the refreshed module. • S confirmed that most content will remain unchanged, including contributions from Maggie Beer and s47G. Approximately 60% of the content will remain the same, with 40% updated, including changes to some recipes. The expert working group has been involved in selecting modules and reviewing proposed changes, and has approved the production sheets. • State and Territory Training Hubs - One of the Provider Hubs scheduled for March is with s47G. S confirmed that this provider is an external catering company which provides onsite catering services. • s4 also noted that s47G is the first external catering company the Foundation has worked with in this capacity, with plans to engage additional providers, such as s47G provides catering teams to 28 different aged care homes across Australia.
2	MBF Update	S provided the following updates: Community Meals • The Foundation opened applications for the Community Meals pilot in early March (Monday, 2 March 2026). As at Tuesday 10 March 2026, five applications had been received from service providers across three states and representing a range of service sizes. Taste of home project • The Foundation has undertaken stakeholder consultations with organisations such as Ageing Australia, and Dietitians Australia and have further consultations planned. • Recruitment for CALD chef trainers has also commenced and is being promoted via LinkedIn and the Foundation's website. Online Learning Module (OLM) refresh • The fifth and final working group meeting was held yesterday (11 March 2026). The group approved all production sheets for the refresh OLMs. Filming of the first two modules is scheduled for late March, with the remaining three to be filmed in early May. • S noted that engagement with the expert working group has been constructive. An information pack is being developed, with some ideas identified to present additional information in a user-friendly format. Professional Community (PC) tutorials

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		- The project remains on track, with 10 practical cooking tutorials planned. Filming is scheduled for mid April. The first five tutorials are largely complete, with work underway on the remaining five. Provider Hubs - A Provider Hub with s47G will be delivered in Alice Springs next week. Other aged care staff from across the Northern Territory will attend and participate. Maggie Beer will be attending as well as a Minister. ABC will be providing media coverage. - The Hub will be delivered face-to-face, combining theory with cooking classes on days two and three. Data - S thanked s47E(c), s47F for providing the quarterly data and advised that feedback from the Foundation's training team was that they were seeking clarification of the differences between: - Service ID and QFR Service ID - Provider ID and QFR Provider ID - S explained that QFR (Quarterly Financial Reporting) Service and Provide ID is the service and provider relationship at the time of the QFR Quarter 1 FY25/26 submission, while the Service ID and Provider ID refers to the current provider and service-relationship in GPMS2. The Service and Provider IDs should align for majority of the homes, but there may be differences where a service has changed providers since their QFR submission. - S4 also requested longitude and latitude fields. Action item: s47E(c) to send an updated version of the quarterly data report which includes longitude and latitude of service via the data portal. Complete.
3	Other comments	
4	Action items from previous meeting	See comments in agenda items table below.

Action item	Meeting date	Topic	Responsible	Action taken
1	11 September 2025	The Department to consider providing the MBF with Star Ratings, including the <i>Service_ID</i> field present.	DHDA	In Progress Update 09/10: DHDA still working on this action item. Update 29/01: Still under consideration.

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				Update 19/02: Still in progress. See notes in 'Other Comments' Category above. Update 12/03: The Department located the previous email from the Foundation outlining the data they wanted. However, the email does not include a clear use case or justification for the data, which is required by the Star Ratings team. Action item: The Department to provide the Foundation with an example which outlines the level of detail required. Complete 12/03.
2	29 January 2026	The Department to contact the Commission to ask whether they can promote the Foundation's Meals with Meaning OLM.	DHDA	In Progress Update 19/02: Still in progress Update 12/03: Still in progress
5	19 February 2026	The Department will discuss promotional opportunities for the Community Meals activity and provide any additional feedback on the report as soon as possible.	DHDA	In Progress. Complete 16/3
6	12 March 2026	The Department is drafting a YACU article to promote the Community Meals pilot and will share the draft with the Foundation while it is concurrently reviewed by the e-news team.	DHDA	In Progress. Paused 13/3 due to sufficient applications already having been received.
7	12 March 2026	St to send an updated version of the quarterly data report to the Foundation, which includes longitude and latitude of service via the data portal.	DHDA	Complete 13/3.

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Monthly Reporting Template

1. Grant Activity Summary			
Organisation name	Maggie Beer Foundation Ltd	Monthly Report Item number	#33
Grant Activity ID	4-ILB85JS	This Monthly Report covers the following period	1/2/2026-28/2/2026
Grant Activity Title	Improving food in aged care through education and training	Monthly Report submitted to Department of Health, Disability and Ageing	6/3/2026

Activity Deliverables

2. Online Learning Modules							
Module topic	REGISTRATIO NS No. of cooks/chefs for month	REGISTRATIO NS No. of 'other' for month	COMMENCEMENTS No. of cooks/chefs for month	COMMENCEMENTS No. of 'other' for month	COMPLETIONS No. of cooks/chefs for month	COMPLETIONS No. of 'other' for month	COMPLETIONS No. of services
Module 1 TMD	15	110	9	24	3	12	15
Module 2 Regen			3	10	3	5	8
Module 3 Hydration			7	23	4	12	16
Module 4 Community Cooking			4	11	2	5	7

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Module 5 <i>Dining with Dementia</i>			8	64	3	51	54
Module 6 <i>Meals with Meaning</i>			8	57	4	37	41
TOTALS This month:	15	110	39	189	19	122	141
Module Refresh							
Name	Details of key content update/s			Expected completion date	Status/Comments		
Delivering High Protein All Day	• Include practical fortification demonstrations e.g. making fortified milk – showing how easy it is (and no fancy equipment needed) • Add more information about non-meat/dairy options (particularly for those from Asian backgrounds) • Update some of the recipes e.g. switch smoothie recipe for a biscuit/ muffin recipe • Recipes to be larger scale e.g. 60 serves. Add more notes to guide people to cook larger quantities. • Link to recipes on Professional Community. • Smoothie/ soup offers opportunity to demonstrate the IDDSI flow test. Discussion re: ingredients that act as natural thickeners.			July 2026	• EWG meeting held 18 February 2026 • Regular MBF project team meetings held • Production meetings held 4 & 24 February 2026 • Host (Maggie Beer) and cohost (S47F Senior Chef Trainer) confirmed for filming • Filming booked: – Delivering higher protein all day (23-24 March) – Engage the senses (23-24 March) – Creating tempting Finger Food (5-6 May) – Cooking techniques (5-6 May) – Feed the eyes (5-6 May)		
Maximising Flavour: Engaging the senses	• Needs more practical, everyday strategies • Bulk cooking techniques and aged care equipment. • Clear, plain language and visual aids (infographics, diagrams). • Practical workflow tips and scalable recipes.			July 2026			
Creating Tempting Finger Foods and Sandwiches	• Filming in a small kitchen not representative of large-scale operations. Film in commercial kitchens			July 2026			

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	• Provide recipes for all foods shown - Missing recipes for some displayed snacks • Clarify recipe yields • Add pop-up explanations for cultural references e.g. ploughman's lunch • Add more visuals and practical tips e.g. photos of sitting sandwiches into different sizes.		
Cooking Techniques with Impact:	• Too domestic. Not suited for bulk or commercial kitchen environments. Greater reflection of aged care equipment and workflows. • How to get aroma into the dining room, more ideas e.g. air fryers and alternative examples • More examples of different flavours that go together e.g. seasonal ingredient combinations • Promote other things that can help to enhance taste e.g. picture menus, aroma, description of what is on the plate • Options that might be available on a 24/7 menu or accessible to residents from the kitchenette	July 2026	
Feed the Eyes (Food Presentation):	• Relevant to cooks, chefs, FSAs and some care staff; requires more RACH-specific examples and TM demonstrations. • Users want more practical "how-to" demonstrations (e.g. buffet service plating). Recipes require review. • EWG identified inaccuracies in TM plating and gaps in food-safety content.	July 2026	

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3. Professional Community										
Number of new individual users to the Professional Community				Number of interactions by Chef Moderator (including posts, responses to enquiries etc.)				Number of interactions from participants		
This month: 125				This month: 9				This month: 4		
4. Menu Appraisals										
Number of services who have signed up for a menu appraisal				Number of appraisals commenced				Number of services that completed an appraisal		
This month:	0			This month:	1			This month:	1	
Residential:	0			Residential:	0			Residential:	0	
NATSIFAC:	0			NATSIFAC:	0			NATSIFAC:	0	
MPS:	0			MPS:	1			MPS:	1	
5. State and Territory Training Hubs										
Number of virtual/open hubs completed	Number of participants for completed virtual/open hubs	Number of provider-specific hubs completed:	Number of participants for completed provider-specific hubs	Number of hybrid hubs completed (including locations)	Number of participants for completed hybrid hubs	Overall total number of Hubs delivered (from July 2025)	Number of services completed (including both virtual/open and hybrid)	Breakdown of services completed in each State and Territory	Number of services completed by Modified Monash Model (MMM)	Number of feedback surveys received for all hubs
This month: 1 TOTAL: 6	This month: 7	This month: 0 TOTAL: 5	This month (provider-specific): 0	This month: 1 Locations: S47G	This month (total): 22	11 virtual + 1 practical	This month: 24 Residential: 24 NATSIFAC: 0 MPS: 0	This month: 24 ACT: 0 NSW: 3 NT: 0 QLD: 0 SA: 2 TAS: 0 VIC: 19 WA: 0	This month: 24 MM1: 17 MM2: 4 MM3: 2 MM4: 0 MM5: 1 MM6: 0 MM7: 0	This month: 2

Commented [S47] Practical cooking class component

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*completed = attended minimum of 2 virtual hubs

6. Trainer Mentor Program						
Number of chefs/cooks/food service staff in program	Number of chefs/cooks/food service staff completed program	Total Trainer Mentor Programs in progress	Total Trainer Mentor Programs completed (including service name)	Breakdown of new services participating	Number of new services participating per State and Territory	Number of new services participating by Modified Monash Model (MMM)
This month: N/a - All homes commenced	This month: 12 cooks/chefs 22 inc cooks/ chefs and other kitchen staff	135 / 135	55 / 135 3 completed in February 2026 s47G	This month: Residential: NATSI: MPS: N/a - All homes commenced	This month: ACT: NSW: NT: QLD: SA: TAS: VIC: WA: N/a - All homes commenced	This month: MM1: MM2: MM3: MM4: MM5: MM6: MM7: N/a - All homes commenced
7. Example Best Practice Menu						
Provide an update on activity: 17 recipes tested 10 recipes submitted to NPA for review 27 recipes approved by NPA - Commenced analysis of cost for each recipe. Cost calculated for 50% recipes. - All approved recipes available to chef trainers to support roll out of Trainer Mentor Program. - Regular project meetings between MBF and NPA.						
Webinar views	Commencing August 2026					

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8. In Home Meal Delivery Program	
Provide an update on activity: • Renamed to Community Meals Pilot • Website content (and supporting information) developed and published https://maggiebeerfoundation.org.au/communitymeals/ • Application form developed, implemented into database and opened 26 February 2026 • Draft social media content developed • Contacting survey participants to promote pilot opportunity and application • Top level training format determined, including onsite training, Online Learning Modules (subset) and meetings with leadership representatives before and after onsite training.	
Webinar metrics	<i>Commencing August 2026</i>
Number of pilot participants	<i>Commencing in July 2026</i>

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9. Additional comments

Free text.

e.g. stakeholder engagement, interesting findings, issues, concerns or expenditure updates etc.

Professional Community

Recipes:

- Tiramisu
- Italian Bean Soup
- Asian Fish Sauce Dressing
- Thai Beef Noodle Salad
- Vietnamese Chicken Salad
- Spiced Potatoes
- Fish Pot Pie
- Smoked Fish & Broccoli Quiche

Resources:

- Food Safety Program Template for Vulnerable Persons – SA Health

Video Tutorials:

- Topics for video tutorials identified, with 2 remaining for decision:
 - Bulk slow cooked onions
 - Bechamel sauce
 - Mashed potato
 - Thawing fish
 - Roasting vegetables
 - Chicken stock
 - Fortified milk
 - Crème anglaise
 - Slow cooked lamb (decision pending)
 - Gravy (decision pending)
- Draft production sheets developed for slow cooked onions, fortified milk and chicken stock
- Filming and venue booked for 21-22 April 2026.

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IT improvements project

- Updated project proposal received from Modern Visual 20 February 2026, based on migration of LMS and some components of the PC to LearnWorlds
- Engaged s47G to develop new website
- Existing website mapped with key changes identified
- Regular internal project team meetings held

Trainer Mentor Program

- Maggie visited s47G s47G – winners of competition for sharing their learning journey with residents and families, staff and their Board and other homes – 10 February 2026. Event included three course Italian Summer themed lunch and entertainment with residents plus a cooking masterclass and cooking challenge with the kitchen team. Media and social media activities were also held.

State and Territory Hubs*Held*

- Practical Cooking Class – s47G – 5 February 2026
- Open Hub x 1 – commenced 10 February 2026

Booked

- March: Open x 1 (currently 5 registered) + Provider x 2 s47G + Practical Cooking Class x 2 s47G
- April: No Hubs arranged for April due to Easter public holidays
- May: Open x 1 (due to be advertised late mid-March) + Provider x 1 s47G + Practical Cooking Class x 1 s47G
- June: Open x 1 (due to be advertised late mid-March) + Provider x 1 (Juniper)
- Ongoing promotion for open and Provider Hubs

Taste of Home Project

- Grant variation received and executed 19 February 2026
- Project Team kick off meeting held 20 February 2026
- Contacted a range of initial stakeholders for input into project scope.
 - Meetings booked in March 2026 with Ageing Australia, Aged Care Quality & Safety Commission, Uniting AgeWell, s47F (Speech Pathologist)
 - Meetings being scheduled for March 2026 with Dietitians Australia, Speech Pathology Australia, FECCA
- Progressing discussions with s47G regarding use of their commercial kitchen for recipe development and testing
- CALD consultant chef – Recruitment process developed. Position Description, Advertisement (planned go live 10 March) and Interview Guide drafted.

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Staff training and upskilling

- Regular team catch ups
- Fortnightly Team Meetings and weekly Chef Trainer support workshops
- Train the Trainer v6.0 scheduled – agenda being drafted. Content has a keen focus on the review and improvement all aspects of the Trainer Mentor Program

Evaluation

- Monthly MBF x HC project meeting held 6 February 2026
- Surveys completed:
 - 24 Hub participant
 - 4 Hub Chef Trainer
 - 2 TMP participant
 - 22 TMP Chef Trainer
 - 23 Online Learning Modules
- Case studies booked and completed with 2 homes

Other

- Quarterly Governance Committee meeting held 2 February 2026
- Provided breakdown of costs to support grant proposal 2026-2029

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s47E(c), s47F

From: s47E(c), s47F
Sent: Tuesday, 24 February 2026 4:49 PM
To: s47F
Cc: s47E(c), s47F; s47F
Subject: MBF Q2 FY25/26 Quarterly Expenditure Report [SEC=OFFICIAL]
Attachments: MBF Quarterly Expenditure Report Template.xlsx; MBF Quarterly Expenditure Report_Q2_Oct-Dec 2025.xlsx

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Hi s47F

Thank you for sharing through the MBF Quarterly Expenditure Report back in December.

We have just identified an error in the original reporting template where the quarterly total expenditure calculations were automatically including the Best Practice Menu amounts in the 'Expenditure by Grant Activity' tab. As a result, the expenditure for FY25/26 Q1 and Q2 were slightly overestimated.

I have now fixed the template and updated the FY25/26 Q2 submission so it is accurately calculating the totals for all quarters (see attachments). Please note, the template will also include the CALD activity now – this has been added to row 16 of the 'Expenditure by Grant Activity' tab, noting we are only expecting expenditure to be updated from the next quarterly update onwards.

Please reach out if you have any questions regarding these changes.

Kind regards,

s47F

Data Officer – Resident Experience and Food Policy Section
Choice and Transparency Branch

Quality and Assurance Division

Department of Health, Disability and Ageing

M: s47E(c), s47F | E: s47E(c), s47F [@health.gov.au](mailto:s47E(c), s47F@health.gov.au)

Location: Level 10, 260 Elizabeth St, Surry Hills, New South Wales 2010

GPO Box 9848, Sydney NSW 2001

s47E(c), s47F

The Department of Health and Aged Care acknowledges First Nations peoples as the Traditional Owners of Country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to all Elders both past and present.

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Maggie Beer Foundation Quarterly Expenditure Report

1. Grant Activity Summary			
Organisation name	Maggie Beer Foundation Ltd	Quarterly Report covers the following period	QX FY 202X-2X
Grant Activity ID	4-ILB85JS	Date this Quarterly Report submitted to Department of Health, Disability and Ageing	DD/MM/YYYY
Grant Activity Title	Improving food in aged care through education and training		

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Maggie Beer Foundation Quarterly Expenditure Report

2. Expenditure by Grant Activity Quarter QX FY 202X-2X											
Activities	Total Budget (incl variations)	Expenditure as of 30/6/2025	Quarterly Actual Amounts						Cumulative Actual Total	Proportion of Total Budget Spent	Comments
			Q1 2025-26 July - September	Q2 2025-26 October - December	Q3 2025-26 January - March	Q4 2025-26 April - June	Q1 2026-27 July - September	Q2 2026-27 October - December			
Project Management	s47G								s47G		Overview of expenditure if required
Online Learning Modules (incl module refresh)											
Professional Community											
Food Satisfaction Questionnaires											
Menu Appraisals*											
(Example Best Practice Menus*)											
State and Territory Training Hub											
Trainer Mentor Program											
In Home Meal Delivery Program											
Evaluation											
Culturally and Linguistically Diverse (CALD)											
Total Expenditure	\$6,997,000.00	\$3,462,873.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,462,873.76	49%	

*N.B Budget and expenditure for Menu Appraisals is inclusive of budget and expenditure (as of 30/6/25) for Example Best Practice Menus

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Maggie Beer Foundation Quarterly Expenditure Report

3. Expenditure by Workstream Quarter QX FY 202X-2X												
		Budget (July 2025 - September 2026)	Quarterly Actual Amounts						Cumulative Total (from July 2025)	Proportion Budget Spent	Comments	
			Q1 2025-26 July - September	Q2 2025-26 October - December	Q3 2025-26 January - March	Q4 2025-26 April - June	Q1 2026-27 July - September	Q2 2026-27 October - December				
Income	Grant Activity Funds	s47G(1)(a)							\$0.00		Grantee to include explanation of variance between budget and actual line-item amounts	
	Approved Activity Unspent Funds (Brought Forward)								\$0.00			
	Other Contributions - Grantee								\$0.00			
	Other Contributions – Third party								\$0.00			
	Total Income		\$3,174,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Expenses	Salaries & Wages	s47G(1)(a)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%		
	Project Management								\$0.00			
	Administration & Marketing								\$0.00			
	Training Team								\$0.00			
	Chef Mentors & Chefs								\$0.00			
	Accounting / Audit fees								\$0.00	0%		
	Advertising & Promotion								\$0.00	0%		
	Board / Governance (Travel, Accommodation & Training)								\$0.00			
	Client Support											
	Services/Consumables								\$0.00			
	Communications & IT								\$0.00	0%		
	Consultants & Contractors								\$0.00	0%		
	Insurances								\$0.00	0%		
	Travel & Accommodation (excl Board / Governance)								\$0.00	0%		
	Training & Development (excl Board / Governance)								\$0.00	0%		
	Utilities								\$0.00	0%		
	Other Expenses								\$0.00	0%		
	Total Operational Expenses		\$3,174,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	
			Balance								\$3,174,000.00	
Difference from Grant Activity			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				

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Item	Extension funding
Project management	s47G
Staffing	
Overheads/ IT	
Marketing/ conferences	
TOTAL	
Trainer Mentor Program	
Staffing 650,000	
Delivery, inc travel	
Maintain staff expertise	
TOTAL	
State and Territory Hubs	
Staffing & Virtual Hubs	
Practical cooking classes	
TOTAL	
Online Learning Modules	
Modules (new)	
Modules (updated)	
Platform improvements -	
TOTAL	
Professional Community	
Staffing/ content x 2/ week	
Platform improvements	
Video content	
TOTAL	
Menu Appraisal	
Example menu project	
Menu Appraisals	
TOTAL	
Food Satisfaction Questionnaires	
FSQ	
TOTAL	
Evaluation	
Existing evaluation	
Extended evaluation	
TOTAL	
Home Care Meal Services	
Research & resources	
Pilot (on site)	
TOTAL	
GRAND TOTAL	1,697,000

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