

# PROJECT AGREEMENT FOR THE EXPANSION OF THE BREASTSCREEN AUSTRALIA PROGRAM

Council of  
Australian  
Governments

An agreement between

- the Commonwealth of Australia and
- the States and Territories, being:
  - ◆ New South Wales
  - ◆ Victoria
  - ◆ Queensland
  - ◆ Western Australia
  - ◆ South Australia
  - ◆ Tasmania
  - ◆ the Australian Capital Territory
  - ◆ the Northern Territory

The outputs of this project will be expansion of the BreastScreen Australia program to include women aged 70-74 years in the target group, and screening of at least an additional 222,000 women aged 70-74 years by 30 June 2017.

# Project Agreement for the Expansion of the BreastScreen Australia Program

## INTERGOVERNMENTAL AGREEMENT ON FEDERAL FINANCIAL RELATIONS

### PRELIMINARIES

1. This Project Agreement (the Agreement) is created subject to the provisions of the Intergovernmental Agreement on Federal Financial Relations (IGA FFR) and should be read in conjunction with that Agreement and its Schedules, which provide information in relation to performance reporting and payment arrangements under the IGA FFR.
2. This Agreement will:
  - (a) support the delivery of at least an additional 222,000 breast screening services to women aged 70-74 years by 30 June 2017;
  - (b) support the delivery of targeted communication to inform women and health professionals of the expanded target group;
  - (c) support system improvements to support BreastScreen Australia services, jurisdictional registries and data reporting functions. This Agreement constitutes the entire agreement for this project;
  - (d) not have an adverse impact on the delivery of screening services to women 50-69 years of age.

### PART 1 – FORMALITIES

#### Parties to this Agreement

3. This Agreement is between the Commonwealth of Australia (the Commonwealth) and the States and Territories (the States).

#### Term of the Agreement

4. This Agreement will commence as soon as the Commonwealth and one other Party signs the Agreement and will expire on 30 June 2017, or on completion of the project, including final performance reporting and processing of final payments against milestones, unless terminated earlier or extended as agreed in writing by the Parties.

## PART 2 – PROJECT OUTPUTS

### Outputs

5. The outputs of this Agreement will be:
  - (a) provision of breast screening services for women aged 70-74 years in line with national BreastScreen Australia policy and the requirements of the BreastScreen Australia national accreditation standards;
  - (b) improved capacity to support BreastScreen Australia services, registries, accreditation and reporting functions; and
  - (c) development and delivery of a targeted, national communication strategy to inform women and health professionals of the expanded age range.

## PART 3 – ROLES AND RESPONSIBILITIES OF EACH PARTY

### Role of the Commonwealth

6. The Commonwealth will be responsible for:
  - (a) monitoring and assessing achievement against milestones in the delivery of the BreastScreen Australia program expansion under this Agreement to ensure that outputs are delivered within the agreed timeframe;
  - (b) developing a targeted, national communication strategy, in consultation with States, to inform women and health professionals of the expanded age range;
  - (c) all aspects of delivering on the project outputs set out in clause 5(c) of this Agreement; and
  - (d) providing a consequent financial contribution to the States to support the implementation of this Agreement.

### Role of the States and Territories

7. The States will be responsible for:
  - (a) all aspects of delivering on the project outputs set out in clauses 5(a) and 5(b) of this Agreement; and
  - (b) reporting on the delivery of outputs as set out in Part 4 – Project Milestones, Reporting and Payments.

### Shared roles

8. The Commonwealth and the States share the following roles and responsibilities:
  - (a) participating in consultations as appropriate regarding the implementation of this Agreement; and
  - (b) undertaking evaluations and reviews of services and outputs delivered under this Agreement.

9. The Parties will meet the requirements of Schedule E, Clause 26 of the IGA FFR, by ensuring that prior agreement is reached on the nature and content of any events, announcements, promotional material or publicity relating to activities under this Agreement, and that the roles of both Parties will be acknowledged and recognised appropriately.

## PART 4 – PROJECT MILESTONES, REPORTING AND PAYMENTS

10. Table 1 summarises the milestones for the project, their relationship to the outputs, expected completion dates, relevant reporting dates and expected payments to be made, subject to a report demonstrating that milestones have been met. Full payment is subject to all performance requirements being met in full.

**Table 1: Milestones, reporting and payment summary**

Output	Milestones	Date due	Reporting Period	Payment
Provision of BreastScreen Australia services for women aged 70-74 years in line with national BreastScreen Australia policy and the requirements of the BreastScreen Australia national accreditation standards.  Undertake system improvements and capacity building required to support BreastScreen Australia services, registries, accreditation and reporting functions.	A Project Plan, using the template at <u>Attachment A</u> , that includes strategies for achieving:  (a) the invitation of women aged 70-74 years to participate in the BreastScreen Australia program;  (b) the number of women aged 70-74 years screened, <b>above</b> the AIHW reported 2011 and 2012 baseline; and  (c) system and capacity building improvements in 2013-14 and 2014-15.	No later than 1 June 2014	n/a	NSW - \$500,000 Vic - \$500,000 Qld - \$500,000 WA - \$500,000 SA - \$500,000 Tas - \$500,000 ACT - \$500,000 NT - \$500,000

	A cumulative performance report, using the template at <u>Attachment B</u> , demonstrating achievement in accordance with the agreed project plan and benchmarks set out in Table 2 of this Agreement.	No later than 1 June 2014	1 July 2013 to 30 April 2014	NSW - Up to \$479,000 Vic - Up to \$444,000 Qld - Up to \$295,000 WA - Up to \$140,000 SA - Up to \$37,000 Tas - Up to \$39,000 ACT - Up to \$21,000 NT - Up to \$8,000
		1 March 2015	1 May 2014 to 31 December 2014	NSW - Up to \$3,890,000 Vic - Up to \$2,847,000 Qld - Up to \$2,393,000 WA - Up to \$1,132,000 SA - Up to \$1,056,000 Tas - Up to \$317,000 ACT - Up to \$167,000 NT - Up to \$60,000
		1 March 2016	1 January 2015 to 31 December 2015	NSW - Up to \$4,415,000 Vic - Up to \$3,327,000 Qld - Up to \$2,717,000 WA - Up to \$1,285,000 SA - Up to \$1,106,000 Tas - Up to \$359,000 ACT - Up to \$189,000 NT - Up to \$69,000

		1 March 2017	1 January 2016 to 31 December 2016	NSW - Up to \$5,129,000 Vic – Up to \$3,865,000 Qld - Up to \$3,154,000 WA - Up to \$1,491,000 SA - Up to \$1,284,000 Tas - Up to \$418,000 ACT – Up to \$220,000 NT - Up to \$80,000
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### Performance benchmarks

11. Participation rates for women aged 50-69 and 70-74 years will be monitored and reported in the annual Australian Institute of Health and Welfare (AIHW) *Breast Screening in Australia* report.
12. The States agree to meet the performance benchmarks in Table 2 of this Agreement, noting that AIHW reported 2011 and 2012 data for women aged 70-74 years will be the baseline against which performance will be assessed.

**Table 2: Performance benchmarks for number of additional women aged 70-74 years to be screened 2013 to 2017**

	Annual Baseline	1 July 2013 to 30 April 2014	1 May 2014 to 31 Dec 2014	1 January 2015 to 31 Dec 2015	1 January 2016 to 31 Dec 2016	1 January 2017 to 30 June 2017
NSW	10,389	2,597	11,676	21,971	24,835	11,945
	<i>cumulative<sup>1</sup></i>	2,597	14,273	36,244	61,079	73,024
Vic	9,572	2,405	8,344	16,545	18,703	8,995
	<i>cumulative</i>	2,405	10,749	27,294	45,997	54,992
Qld	19,456	1,599	7,191	13,530	15,295	7,356
	<i>cumulative</i>	1,599	8,790	22,320	37,615	44,971
WA	3,953	752	3,382	6,363	7,193	3,460
	<i>cumulative</i>	752	4,134	10,497	17,690	21,150
SA	4,128	200	3,369	5,492	6,209	2,986
	<i>cumulative</i>	200	3,569	9,061	15,270	18,256
Tas	868	214	961	1,809	2,044	983
	<i>cumulative</i>	214	1,175	2,984	5,028	6,011
ACT	527	110	499	937	1,061	510
	<i>cumulative</i>	110	609	1,546	2,607	3,117
NT	82	40	177	335	379	182
	<i>cumulative</i>	40	217	552	931	1,113
<b>Total</b>	<b>48,974</b>	<b>7,917</b>	<b>35,599</b>	<b>66,983</b>	<b>75,718</b>	<b>36,416</b>
	<i>cumulative</i>	<b>7,917</b>	<b>43,516</b>	<b>110,499</b>	<b>186,217</b>	<b>222,633</b>

<sup>1</sup> Cumulative figures are the number of additional women 70-74 years of age screened from 1 July 2013.

## Reporting arrangements

13. The States will provide cumulative performance reports in accordance with Table 1 during the operation of the Agreement. Each performance report is to contain a description of actual performance of the States in the period to date against the project milestones.
14. The States will also prepare a final Project Report by 1 September 2017. The Project Report will be a stand-alone document that can be used for public information dissemination purposes. The final Project Report will:
  - (a) include the final activity report, for the 1 January 2017 to 30 June 2017 period;
  - (b) describe the conduct, benefits and outcomes of the Project;
  - (c) evaluate the Project from the responsible Party's perspective, including assessing the extent to which the project milestones have been achieved and why any aspect was not achieved; and
  - (d) include a discussion of any other matters relating to the project, limited to the minimum necessary for the effective assessment of performance and agreed between the Commonwealth and the States, at least 60 days before it is due.

## PART 5 – FINANCIAL ARRANGEMENTS

15. The Commonwealth will provide a total financial contribution to the States of up to \$46.4 million in respect of this Agreement. All payments are GST exclusive.
16. The Commonwealth's funding contribution will not be reduced where the States secure funding from other activity partners through innovative and collaborative partnerships.
17. The payments in Table 1 will be contingent on performance reports demonstrating achievement of performance benchmarks under Table 2. That is, payments will not be made unless the State has achieved at least 80 per cent of the performance benchmark for the period, as outlined in Table 2. At and above that threshold, payments will be paid proportional to the achieved percentage against the performance benchmark on a pro rata basis, from 80 per cent up to 100 per cent of funding (for achieving 100 per cent of the target). However, if a performance benchmark is not met in full, the amount of any unmet performance benchmark above the 80 per cent threshold and the remaining available funding tied to the benchmark may be added to the following period, subject to Commonwealth Budget rules.
18. The Commonwealth's estimated financial contribution to the operation of this Agreement, including through National Partnership payments to the States paid in accordance with *Schedule D — Payment Arrangements* of the Intergovernmental Agreement on Federal Financial Relations, are shown in Table 3.

**Table 3: Estimated financial contributions**

(\$ million)	2013-14	2014-15	2015-16	2016-17	Total
<b>Estimated total budget</b>	<b>7.6</b>	<b>14.6</b>	<b>14.8</b>	<b>16.9</b>	<b>54.0<sup>(a)</sup></b>
Less estimated National Partnership Payments					
New South Wales	1.0	3.9	4.4	5.1	14.4
Victoria	0.9	2.8	3.3	3.9	11.0
Queensland	0.8	2.4	2.7	3.2	9.1
Western Australia	0.6	1.1	1.3	1.5	4.6
South Australia	0.5	1.0	1.1	1.3	4.0
Tasmania	0.5	0.3	0.4	0.4	1.6
ACT	0.5	0.2	0.2	0.2	1.1
NT	0.5	0.1	0.1	0.1	0.7
Subtotal	5.4	11.9	13.5	15.6	46.4
Commonwealth Own-Purpose Expenses	2.2	2.7	1.3	1.3	7.5
Balance of non-Commonwealth contributions <sup>(b)</sup>	0.0	0.0	0.0	0.0	0.0

<sup>(a)</sup> Estimates may not cross add due to rounding.

<sup>(b)</sup> The BreastScreen Australia program is funded jointly by the Commonwealth and State and Territory governments. While the States are not required to provide financial and/or in-kind contributions under the terms of this Agreement, they allocate their own source funding and provide in-kind contributions to support achievement of the outputs of this Agreement.

19. Having regard to the agreed estimated costs of projects specified in a Project Agreement, a State or Territory will not be required to pay a refund to the Commonwealth if the actual cost of the project is less than the agreed estimated cost of the project. Similarly, the States bear all risk should the costs of a project exceed the agreed estimated costs. The Parties acknowledge that this arrangement provides the maximum incentive for the States to deliver projects cost effectively and efficiently.

## PART 6 – GOVERNANCE ARRANGEMENTS

### Enforceability of the Agreement

20. The Parties do not intend any of the provisions of this Agreement to be legally enforceable. However, that does not lessen the Parties' commitment to this Agreement.

### Variation of the Agreement

21. The Agreement may be amended at any time by agreement in writing by all the Parties.
22. A Party to the Agreement may terminate their participation in the Agreement at any time by notifying all the other Parties in writing.

### Delegations

23. The Commonwealth Minister may delegate the assessment of performance against milestones and the authorisation of related project payments to senior Commonwealth officials, having regard to the financial and policy risks associated with those payments.



## Dispute resolution

24. Any Party may give notice to other Parties of a dispute under this Agreement.
25. Officials of relevant Parties will attempt to resolve any dispute in the first instance.
26. If a dispute cannot be resolved by officials, it may be escalated to the relevant Ministers and if necessary, the relevant Council.

The Parties have confirmed their commitment to this agreement as follows:

**Signed for and on behalf of the Commonwealth of Australia by**



**The Honourable Peter Dutton MP**  
Minister for Health and Minister for Sport

29 / 05 / 14

**Signed for and on behalf of the State of Victoria by**

**The Honourable David Davis MLC**  
Minister for Health and Minister for Ageing

/ /

**Signed for and on behalf of the State of New South Wales by**



**The Honourable Jillian Gell Skinner MP**  
Minister for Health and Minister for Medical Research

23 / 6 / 14

**Signed for and on behalf of the State of Western Australia by**

**The Honourable Dr Kim Desmond Hames MLA**  
Deputy Premier; Minister for Health; Training and Workforce Development

/ /

**Signed for and on behalf of the State of Queensland by**

**Signed for and on behalf of the State of Tasmania by**

**The Honourable Lawrence Springborg MP**  
Minister for Health

/ /

**The Honourable Michael Ferguson MP**  
Minister for Health and Minister for Information Technology and Innovation

/ /

**Signed for and on behalf of the State of South Australia by**

**Signed for and on behalf of the Northern Territory by**

**The Honourable Jack Snelling MP**  
Minister for Health; Minister for Mental Health and Substance Abuse; Minister for the Arts; Minister for Defence Industries; and Minister for Health Industries

/ /

**The Honourable Robyn Jane Lambley MLA**  
Minister for Health and Minister for Alcohol Rehabilitation

/ /

**Signed for and on behalf of the Australian Capital Territory by**

**Katy Gallagher MLA**  
Chief Minister; Minister for Health; Minister for Regional Development; and Minister for Higher Education

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Minister for Health and Minister for Ageing

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Deputy Premier; Minister for Health; Training and Workforce Development

10 / 6 / 14

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Minister for Health and Minister for Information Technology and Innovation

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Minister for Health

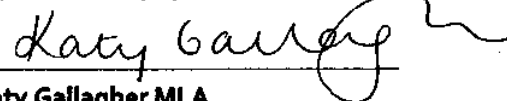
/ /

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Minister for Health; Minister for Mental Health and  
Substance Abuse; Minister for the Arts; Minister for  
Defence Industries; and Minister for Health  
Industries

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*Signed for and on behalf of the Australian  
Capital Territory by*



**Katy Gallagher MLA**  
Chief Minister; Minister for Health; Minister for  
Regional Development; and Minister for Higher  
Education

16/6/14

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19 / 6 / 2014

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State of South Australia by

Signed for and on behalf of the Northern  
Territory by

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Capital Territory by

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30 / 6 / 14

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Minister for Health and Minister for Alcohol Rehabilitation

27 / 6 / 14

**Signed for and on behalf of the Australian Capital Territory by**

**Katy Gallagher MLA**  
Chief Minister; Minister for Health; Minister for Regional Development; and Minister for Higher Education

/ /



## Attachment A: Project Plan Template

### PROJECT PLAN – [JURISDICTION]

1. Describe the activities that will be undertaken to invite and screen additional women aged 70-74 years throughout 2013-14 to 2016-17, to achieve the cumulative targets specified in Table 2 of the Project Agreement

Activity	Description
<input type="checkbox"/> Electoral roll/direct invitation	
<input type="checkbox"/> Routine reminders for existing clients	
<input type="checkbox"/> Other	

2. Mark the relevant activities that will be undertaken in 2013-14 or 2014-15, to enhance service delivery and system capacity to enable additional screening activity for women aged 70-74 years

Activity	Description
<input type="checkbox"/> Capital infrastructure	
<input type="checkbox"/> IT infrastructure	
<input type="checkbox"/> Human resources	
<input type="checkbox"/> Other	

### 3. Sign-off

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachment B: Performance Report Template

PERFORMANCE REPORT – [JURISDICTION] Please note, each woman is to be counted only once in each reporting period

1. Number of women aged 70-74 years screened, above the AIHW reported 2011 and 2012 baseline

Reporting Period	Target – additional women screened	AIHW reported baseline	Actual number of women screened (includes additional women screened and baseline)	Comments
1 July 2013 – 30 April 2014				
1 May 2014 - 31 December 2014				
1 January 2015 - 31 December 2015				
1 January 2016 - 31 December 2016				
1 January 2017 - 30 June 2017				

2. Summary of the activities that were undertaken in 2013-14 or 2014-15 to enhance service delivery and system capacity (*responses to this question are only required for the first two performance reports*)

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3. Sign-off

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_