

# Implementation Plan for Employment of a Torres Strait Communications Officer

## NATIONAL PARTNERSHIP AGREEMENT ON HEALTH SERVICES

### PRELIMINARIES

1. This Implementation Plan is created subject to the provisions of the National Partnership Agreement on Health Services and should be read in conjunction with that Agreement. The objective in the National Partnership is to commit to improving the health and wellbeing of Australians through delivering high quality health services.
2. The aim of the Torres Strait Communication Officer (TSCO) position, is to improve communication between clinicians and health workers in Queensland and Papua New Guinea (PNG), maintain liaison with key stakeholders of the Torres Strait Cross Border Health Issues Committee (HIC) and contribute to the implementation of the joint HIC measures, particularly in the Western Province of PNG, and improved surveillance of communicable diseases in the Torres Strait Treaty Zone.

### TERMS OF THIS IMPLEMENTATION PLAN

3. This Implementation Plan will commence as soon as it is agreed between the Commonwealth of Australia, represented by the Minister for Health and Ageing, and the State of Queensland, represented by the Queensland Minister for Health.
4. This Implementation Plan will cease on completion of the funding period as specified in this Implementation Plan, including the acceptance of final performance reporting and processing of final payments against performance benchmarks specified in this Implementation Plan.
5. This Implementation Plan may be varied by written agreement between the Ministers.
6. Either Party may terminate this Implementation Plan by providing 30 days notice in writing. Where this Implementation Plan is terminated, the Commonwealth's liability to make payments to the State is limited to payments associated with performance benchmarks achieved by the State by the date of effect of termination of this Implementation Plan.
7. The Parties to this Implementation Plan do not intend any of the provisions to be legally enforceable. However, that does not lessen the Parties' commitment to this Implementation Plan.

## OBJECTIVE

8. Through the employment of a Torres Strait Communications Officer (TSCO) the objective of this Implementation Plan is to:
  - ❖ improve cross border communications with the Western Province of PNG to address health concerns arising from the free movement of traditional peoples in the Torres Strait Treaty Zone;
  - ❖ exchange clinical and surveillance data associated with the free movement of traditional peoples in the Torres Strait under the terms of the Torres Strait Treaty; and
  - ❖ contribute to the implementation of joint Torres Strait Cross Border Health Issues Committee (HIC) initiatives.

## ROLES AND RESPONSIBILITIES

### Role of the Commonwealth

9. The Commonwealth is responsible for reviewing Queensland's performance against the benchmarks specified in this Implementation Plan and providing any consequential financial contribution to Queensland for that performance.

### Role of Queensland

10. Queensland is responsible for all aspects of project implementation, including:
  - (a) fully funding the project, after accounting for financial contributions from the Commonwealth and any third party;
  - (b) engaging the TSCO and all aspects of the administration and performance of the officer;
  - (c) completing the project in a timely and professional manner in accordance with this Implementation Plan; and
  - (d) meeting all conditions including providing reports in accordance with this Implementation Plan.

## PERFORMANCE BENCHMARKS AND FINANCIAL ARRANGEMENTS

11. The maximum financial contribution to be provided by the Commonwealth for the TSCO is \$539,000 payable in accordance with performance benchmarks set out in Table 1. GST is not payable on the funding provided to Queensland in this Implementation Plan.
12. Payments will be made on the submission of progress reports by Queensland subject to Commonwealth acceptance that the reports demonstrate Queensland's achievement of the objectives outlined in this implementation plan.

**Table 1: Performance benchmarks and associated payments**

Performance benchmark	Expected due date	Amount
(i) Submission of October 2010 Progress Report, describing the activities undertaken in the reporting period, to the satisfaction of the Commonwealth.	1 November 2010	\$88,000
(ii) Submission of April 2011 Progress Report, describing the activities undertaken in the reporting period, to the satisfaction of the Commonwealth.	1 May 2011	\$88,000
(iii) Submission of October 2011 Progress Report, describing the activities undertaken in the reporting period, to the satisfaction of the Commonwealth.	1 November 2011	\$90,000
(iv) Submission of April 2012 Progress Report, describing the activities undertaken in the reporting period, to the satisfaction of the Commonwealth.	1 May 2012	\$90,000
(v) Submission of October 2012 Progress Report, describing the activities undertaken in the reporting period, to the satisfaction of the Commonwealth.	1 November 2012	\$91,500
(vi) Submission of the April 2013 Final Report, to the satisfaction of the Commonwealth.	1 May 2013	\$91,500

13. Any Commonwealth financial contribution payable will be processed by the Commonwealth Treasury and paid to the Queensland Treasury in accordance with the payment arrangements set out in Schedule D of the *Intergovernmental Agreement on Federal Financial Relations*.

## BUDGET

14. The overall budget is set out in Table 2.2

**Table 2: Overall budget**

(\$ million)	2009-10	2010-11	2011-12	2012-13	Total
(i) Employ and maintain the Torres Strait Communication Officer Position	0.173	0.176	0.180	0.183	539,000

Note: 2009-10 funding was provided prior to the signing of this agreement facilitated by a Funding Agreement dated 28 July 2009 for the period 1 July 2009 to 31 December 2010, and a letter of agreement dated 11 February 2010 for the period 1 January 2010 to 30 June 2010.

15. Having regard to the estimated costs of the project specified in the overall project budget, Queensland 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, Queensland bears all risk should the costs of the project exceed the estimated costs. The Parties acknowledge that this arrangement provides the maximum incentive for Queensland to deliver the project cost-effectively and efficiently.

## REPORTING ARRANGEMENTS

16. Queensland will provide project reports to the Commonwealth to demonstrate its achievement of performance benchmarks, as set out in Table 1.
17. Project reports will contain the following information:
  - a) a description of actual performance of Queensland in the period to date against the performance benchmarks;
  - b) description of any delays or difficulties in undertaking the project and the strategies adopted to address them; and
  - c) a description of the work that will be undertaken to complete the remaining performance benchmarks and any expected promotional opportunities during the next reporting period.
18. The final project report is due by 1 May 2013 or within 60 Business Days of the termination of this Implementation Plan.
19. The final report will be a stand-alone document that can be used for public information dissemination purposes and must:
  - a) describe the conduct, benefits and outcomes of the project as a whole;
  - b) evaluate the work undertaken, including assessing the extent to which the objective in this Implementation Plan has been achieved and explaining why any aspects were not achieved; and
  - c) include a discussion of any other matters relating to the work, which the Commonwealth notifies Queensland should be included in the final report at least 30 days before it is due.
20. Reports must be provided electronically in .doc or .xls format as well as in hard copy.

## REVIEW

21. The Parties will review these arrangements at the end of year 2, with the next review required to be completed three months after the end of the Implementation Plan.