

PROJECT AGREEMENT FOR VACCINE PREVENTABLE DISEASES SURVEILLANCE 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 output of this project will be surveillance reporting of nationally notifiable vaccine preventable diseases, as outlined in the National Health Security Agreement's National Notifiable Disease List and covered by the National Immunisation Program.

Project Agreement for Vaccine Preventable Diseases Surveillance 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 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 Intergovernmental Agreement on Federal Financial Relations.
2. This Agreement will support the delivery of surveillance reporting of nationally notifiable vaccine preventable diseases, as outlined in the National Health Security Agreement's National Notifiable Disease List and covered by the National Immunisation Program.
3. This Agreement constitutes the entire agreement for this project.

PART 1 – FORMALITIES

Parties to this Agreement

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

Term of the Agreement

5. 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 acceptance of 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 OUTPUT

Output

6. The output of this Agreement will be reporting of surveillance data on nationally notifiable vaccine preventable diseases to agreed standards.

PART 3 – ROLES AND RESPONSIBILITIES OF EACH PARTY

Role of the Commonwealth

7. The Commonwealth will be responsible for:
 - (a) monitoring and assessing achievement against milestones in the delivery of the Vaccine Preventable Diseases Surveillance Program under this Agreement to ensure that outputs are delivered within the agreed timeframe; and
 - (b) providing a consequent financial contribution to the States to support the implementation of this Agreement.
 - (c) Maintaining a national surveillance database and producing regular reporting of national surveillance data on vaccine preventable diseases.

Role of the States and Territories

8. The States will be responsible for:
 - (a) delivering on the project outputs set out in this Agreement;
 - (b) reporting on the delivery of outputs as set out in Part 4 – Project Milestones, Reporting and Payments;
 - (c) providing the Commonwealth with high quality data, in a timely manner, on nationally notifiable vaccine preventable diseases, according to the core National Notifiable Diseases Surveillance System (NNDSS) dataset field specifications, and including enhanced data as agreed by the Communicable Diseases Network Australia (CDNA);
 - (d) assisting, where relevant, the Commonwealth Department of Health and Ageing, Health Emergency Management Branch in its production of annual reports on disease surveillance activity including for publication in the Department's Communicable Diseases Intelligence (CDI) journal;
 - (e) working to implement decisions agreed by the National Surveillance Committee aimed at improvements to data quality, such as through consistent use of NNDSS dataset field specifications, improved reporting of Indigenous status in notifications that require follow up of individual cases and conducting data quality assurance activities; and
 - (f) Northern Territory provision of secretariat services for the coordination of the Enhanced Invasive Pneumococcal Disease Surveillance Working Group (EIPDSWG). [The EIPDSWG meets quarterly and works to provide nationally consistent enhanced data on invasive pneumococcal disease (IPD) in Australia.]

Shared roles

9. The Parties will meet the requirements of Schedule E, Clause 26 of the Intergovernmental Agreement on Federal Financial Relations, 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. The following table summarises the milestones for the project, their relationship to the outputs, expected completion dates, relevant reporting dates and expected payments to be made, once a report certifying that milestones have been met is received and accepted.

Table 1: Milestones, reporting and payment summary

Output	Milestone(s)	Date due	Relevant Reporting period	Payment
The reporting of surveillance data on nationally notifiable vaccine preventable diseases to agreed standards	Acceptance by the Commonwealth of an annual performance report certifying provision of vaccine preventable disease surveillance data against the agreed indicators	31/03/2014	01/01/2013 to 31/12/2013	100% of annual payment
		31/03/2015	01/01/2014 to 31/12/2014	100% of annual payment
		31/03/2016	01/01/2015 to 31/12/2015	100% of annual payment
		31/03/2017	01/01/2016 to 31/12/2016	100% of annual payment

Reporting arrangements

11. The States will provide performance reports in accordance with the above table during the operation of the Agreement. Each performance report is to contain the following information:
- (a) a description of actual performance of the States in the period to date against the project milestones as measured by the agreed indicators outlined in 11b-g;
 - (b) notifications of nationally notifiable vaccine preventable diseases are electronically reported to NNDSS on a daily basis;
 - (c) the Serogroup Subtype field is completed (where lab diagnosis method allows) for invasive meningococcal disease (IMD) for equal to or greater than 80% of notified cases;
 - (d) the Serogroup Subtype field is completed (where lab diagnosis method allows) for invasive pneumococcal disease (IPD) in cases younger than 5 years or older than 50 years for equal to or greater than 80% of notified cases;

- (e) the genotype is recorded for at least one measles case per epidemiologically-linked measles cluster for equal to or greater than 80% of identified clusters;
 - (f) vaccination information is completed for children aged less than 7 years for all nationally notifiable vaccine preventable diseases that require follow up for equal to or greater than 95% of notified cases where their vaccination status is recorded on the Australian Childhood Immunisation Register (ACIR); and
 - (g) details of any matter(s) that have arisen which could adversely impact on the delivery of the output, and how the States propose to resolve this/these matter(s).
12. The States will also prepare a final Project Report within 90 days of the completion of the project agreed under the Project Agreement. The Project Report will be a stand-alone document that can be used for public information dissemination purposes. The final Project Report will:
- (a) describe the conduct, benefits and outcomes of the Project;
 - (b) 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;
 - (c) describe any risks for ongoing surveillance of vaccine preventable diseases, including suggesting solutions and recommendations to assist with the planning and development of future agreements; and
 - (d) include a discussion of any other matters relating to the project, limited to the minimum necessary for the effective assessment of performance as agreed between the Commonwealth and the State(s), at least 60 days before it is due.

PART 5 – FINANCIAL ARRANGEMENTS

13. The Commonwealth will provide a total financial contribution to the States of \$3,284,000 in respect of this Agreement. All payments are GST exclusive.
14. The Commonwealth's funding contribution will not be reduced where the States secure funding from other activity partners through innovative and collaborative partnerships.
15. 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 2.

Table 2: Estimated financial contributions

(\$ thousand)	2013-14	2014-15	2015-16	2016-17	Total
NSW	190,000	197,000	202,000	206,000	795,000
VIC	181,000	186,000	189,000	192,000	748,000
QLD	157,000	161,000	163,000	166,000	647,000
WA	80,000	81,000	83,000	84,000	328,000
SA	77,000	78,000	79,000	80,000	314,000
TAS	32,000	32,000	33,000	34,000	131,000
ACT	33,000	33,000	34,000	35,000	135,000
NT	45,000	46,000	47,000	48,000	186,000
Total National Partnership Payments	795,000	814,000	830,000	845,000	3,284,000

16. 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

17. 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

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

Delegations

20. 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

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

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

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

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

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

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

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

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

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

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

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

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

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

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

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

[insert name] MLA

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MLA

Minister for [insert title]

[Day] [Month] [Year]

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

Signed for and on behalf of the Commonwealth of Australia by

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

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

Signed for and on behalf of the State of Victoria by

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

Signed for and on behalf of the State of Queensland by

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

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

The Honourable Dr Kim Hames MLA

Minister for Health

[Day] [Month] [Year]

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

Signed for and on behalf of the State of Tasmania by

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MP

Minister for [insert title]

[Day] [Month] [Year]

Signed for and on behalf of the Australian Capital Territory by

Signed for and on behalf of the Northern Territory by

[insert name] MLA

Minister for [insert title]

[Day] [Month] [Year]

The Honourable [insert name] MLA

Minister for [insert title]

[Day] [Month] [Year]

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

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

The Honourable Tanya Plibersek MP

Minister for Health

Minister for Medical Research

2013

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



The Honourable David Davis MLC

Minister for Health

Minister for Ageing

30/8 |

2013

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

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

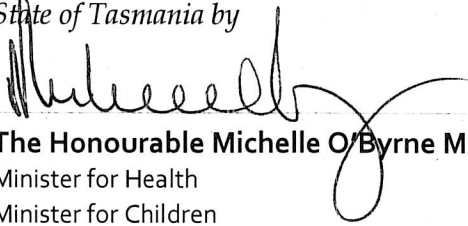
The Honourable Tanya Plibersek MP

Minister for Health

Minister for Medical Research

2013

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

A handwritten signature in black ink, appearing to read 'Michelle O'Byrne', written over a horizontal line.

The Honourable Michelle O'Byrne MP

Minister for Health

Minister for Children

Minister for Sport and Recreation

23 September 2013

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

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

The Honourable Tanya Plibersek MP

Minister for Health
Minister for Medical Research

2013

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

The Honourable Jack Snelling MHA

Minister for Health and Ageing
Minister for Mental Health and Substance Abuse
Minister for Defence Industries
Minister for Veterans' Affairs

18/11 2013

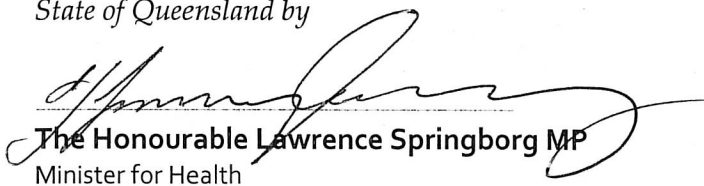
The Parties have confirmed their commitment to this agreement as follows:

Signed for and on behalf of the Commonwealth
of Australia by

The Honourable Peter Dutton MP
Minister for Health

2013

Signed for and on behalf of the
State of Queensland by



The Honourable Lawrence Springborg MP
Minister for Health

~~2013~~
20.02.2014

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

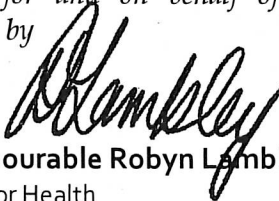
*Signed for and on behalf of the Commonwealth
of Australia by*

The Honourable Tanya Plibersek MP

Minister for Health
Minister for Medical Research

2013

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



The Honourable Robyn Lambley MLA

Minister for Health
Minister for Alcohol Policy and Rehabilitation

06 JAN 2014

~~2013~~

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

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

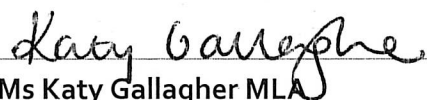
The Honourable Tanya Plibersek MP

Minister for Health

Minister for Medical Research

2013

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



Ms Katy Gallagher MLA

Chief Minister

Minister for Health

Minister for Regional Development

Minister for Higher Education

2013

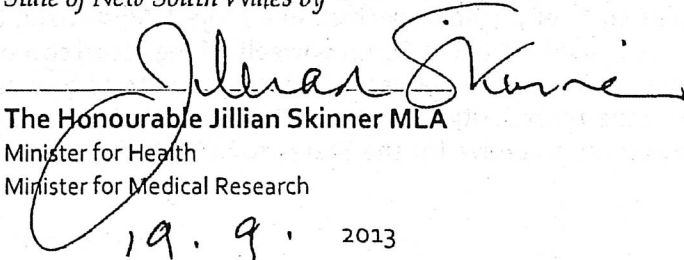
The Parties have confirmed their commitment to this agreement as follows:

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

The Honourable Tanya Plibersek MP
Minister for Health
Minister for Medical Research

2013

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



The Honourable Jillian Skinner MLA
Minister for Health
Minister for Medical Research

19.9. 2013

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

Minister for Sport

3 June 2014 ~~2013~~