



**Government
of South Australia**

TRS19D1352

Hon Stephen Mullighan MP
Member for Lee
Unit 1, 62 Semaphore Road
SEMAPHORE SA 5019

Treasurer
Level 8
State Administration Centre
200 Victoria Square
Adelaide SA 5000
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Tel 08 8226 1866
treasurer.dtf@sa.gov.au

lee@parliament.sa.gov.au

Stephen

Dear Mr Mullighan

APPLICATION UNDER THE *FREEDOM OF INFORMATION ACT 1991*

I refer to your application made under the *Freedom of Information Act 1991* (FOI Act), dated 21 May 2019.

Your application seeks access to:

"All minutes, briefings and correspondence titled 'Department of Human Services' as described on the Objective document management system, between 12 July 2018 and 21 May 2019."

The legislative prescribed timeframe to determine this application has expired and is now deemed to have refused you access to all documents relevant to your application. I refer to my letter dated 26 May 2019 where I sought additional time to make my determination.

The purpose of this letter is to advise you of my determination. An extensive search was conducted within this office. A total of 1 document was identified as answering the terms of your application.

I grant you access in part to 1 document; a copy of which is enclosed.

Document 1 is a briefing which was prepared by DTF for my information.

Attachment 2 to the minute dated 3 September 2018 is publicly available and therefore has not been provided to you.

Please note, in compliance with Premier and Cabinet Circular PC045 - *Disclosure Logs for Non-Personal Information Released through Freedom of Information* (PC045), the Department of Treasury and Finance is now required to publish a log of all non-personal information released under the *Freedom of Information Act 1991*.

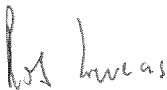
In accordance with this Circular, any non-personal information determined for release as part of this application, may be published on the DTF website. A copy of PC045 can be found at the following address: <https://dpc.sa.gov.au/resources-and-publications/premier-and-cabinet-circulars>. Please visit the website for further information.

As I am determining this application as Principal Officer, Section 29(6) of the Act does not provide for an internal review. If you are dissatisfied with my determination you are entitled to exercise your rights of external review with the Ombudsman.

Alternatively, you can apply to the South Australian Civil and Administrative Tribunal. If you wish to seek a review, Section 39(3) of the Act states you must do so within 30 calendar days of receiving the determination.

If you require any further information, please contact Vicky Cathro on 8226 9769.

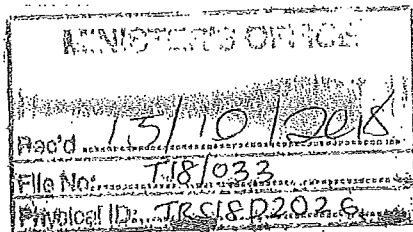
Yours sincerely



Hon Rob Lucas MLC
Principal Officer

6 November 2019

RELEASE IN PART



MINUTE



Government
of South Australia
Department of Treasury
and Finance

MINUTES forming ENCLOSURE

File T&F16/0255

Doc No A928051

To The Treasurer

DEPARTMENT OF HUMAN SERVICES

Timing: ROUTINE

Recommendations/Issues: It is recommended that you:

- Approve the amendment of the deposit account title for the Section 21 deposit account held by Department of Human Services (DHS):
 - 'Domiciliary Care Services - Trust Funds, Donations and Bequests' to 'DHS Health and Aged Care Services Fund'; and
 - 'DCSI Aged Care Deposits' to 'DHS Aged Care Deposits'

Approved/Noted

Hon Rob Lucas MLC
Treasurer


21/10/18

Key Points:

- DHS wrote to the Under Treasurer on 3 September 2018 (attached) to advise that following the roll out of NDIS there were a number of changes impacting DHS including the transfer of Domiciliary Care SA to the Royal District Nursing Service on 29 June 2018.
- On 13 February 2018, the then Minister for Communities and Social Inclusion, Hon Zoe Bettison, approved the creation of 'DCSI Health and Aged Care Services Fund' to replace the existing 'Domiciliary Care Services – Trust Funds, Donations and Bequests'. The approval was not forwarded to DTF for actioning at that time.

(Att 1)

- Subsequent and in line with the MoG change announced and gazetted on 22 March 2018, DCSI has changed its name to DHS, and subsequently DHS has now submitted a request to have the deposit account name amended to 'DHS Health and Aged Care Services Fund'. The purpose of the deposit account will remain unchanged which is to benefit people who are in the need of a health or support service.
- Following the MoG change and review of deposit accounts it was also detected that a deposit account name was not amended to reflect the name change from DCSI to DHS. Accordingly it is requested that the current Section 21 deposit account titled 'DCSI Aged Care Deposits' be renamed to 'DHS Aged Care Deposits'.



Kevin Cantley
EXECUTIVE DIRECTOR, ACCOUNTING SERVICES

9 October 2018

Contact Officer:	Roger Moore
Telephone:	8226 9795
Email address:	roger.moore@sa.gov.au



MINUTE

MINUTES forming ENCLOSURE to

18TDHS/1391

TO: THE UNDER TREASURER

**RE: NOTIFICATION OF DOMICILIARY CARE DONATIONS AND BEQUESTS FUND
NAME CHANGE**

ISSUE:

The rollout of the National Disability Insurance Scheme (NDIS) has resulted in a number of changes in the Department of Human Services (DHS) including the transfer of Domiciliary Care SA from state government to the Royal District Nursing Service (RDNS) on the 29 June 2018.

To ensure control of the 'Domiciliary Care Donations and Bequests Fund' is retained by DHS and applied for its intended purposes, it has been necessary to amend the name of the fund.

A change of name to 'DCSI Health and Aged Care Services Fund' was approved by the Minister for Communities and Social Inclusion, Hon Zoe Bettison on the 13 February 2018. (Attachment 1) This amendment was approved prior to the change of name of the Department for Communities and Social Inclusion to DHS (Gazetted 22 March 2018 – Attachment 2) and therefore any future reference in relation to this fund should be in the name of DHS.

Due to these changes, DHS is requesting that the Department of Treasury and Finance (DTF) renames the existing deposit account held in the name of 'Dom Care Services - Trust Funds, Donations and Bequests' to 'DHS Health and Aged Care Services Fund'.

BACKGROUND

The renaming of the 'Domiciliary Care Donations and Bequests Fund' has been required to avoid confusion over the ownership and application of the fund after the transfer of Domiciliary Care SA to RDNS. The purpose of the fund will remain unchanged as it is generally for the benefit of people over 65 years and who are in need of a health or support service. The change of name to 'DHS Health and Aged Care Services Fund' reflects this purpose.

Cash relating to the 'DHS Health and Aged Care Services Fund' will continue to be held in the DHS Operating Account.

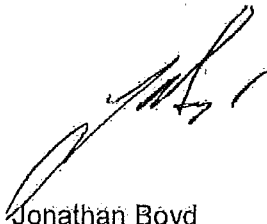
Communications on this matter have been undertaken between DHS and the DTF Principal Advisor, Banking.

Further information in relation to this request can be directed to the DHS Director, Quality Assurance, Risk and Business Improvement – Mr Jonathan Boyd on 8415 4463.

RECOMMENDATION/S:

It is recommended that the Under Treasurer:

- **Approve** the change of name for the 'Dom Care Services - Trust Funds, Donations and Bequests' deposit account to 'DHS Health and Aged Care Services Fund'.
- **Note** that cash relating to the 'DHS Health and Aged Care Services Fund' will be held in the DHS Operating Account.



Jonathan Boyd
DIRECTOR, QUALITY ASSURANCE, RISK & BUSINESS IMPROVEMENT
DEPARTMENT OF HUMAN SERVICES

30/8/2018



Andrew Thompson
CHIEF FINANCIAL OFFICER
DEPARTMENT OF HUMAN SERVICES

3/9/2018

ATTACHMENTS

1. Minute to Minister for Communities and Social Inclusion - DCSI Disability and Domiciliary Care Funds Administration
2. South Australian Government Gazette No 20 – (22 March 2018)

17TDCSI/3930




Government of South Australia
Department for Communities
and Social Inclusion

TO MINISTER FOR COMMUNITIES AND SOCIAL INCLUSION

RE: DCSI DISABILITY AND DOMICILIARY CARE FUNDS ADMINISTRATION

Decision/action required by: N/A

Recommendation	Response
1. Approve the creation of the "DCSI Health and Aged Care Services Fund" to replace the Domiciliary Care Donations and Bequests Fund	Approved / Not Approved / Noted
2. Approve the "DCIS Health and Aged Care Fund" Financial Authorisation Instrument (Attachment 2).	Approved
3. Note that requests for expenditure greater than \$10,000 (GST Inclusive) will be referred to you for approval.	Approved / Not Approved / Noted

<p>Comments:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	 Hon Zoe Bettison MP 13 12 2017 2018
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KEY POINTS

- The Minister for Communities and Social Inclusion under the *Trustee Act 1936*, acts as Trustee for the Domiciliary Care Donations and Bequests Fund.
- Domiciliary Care will transfer from state government control to the not-for-profit sector by June 2018.
- Amendments to the Internal Financial Authorisation Instrument are now required to accommodate these changes in government and Domiciliary Care resulting from the rollout of the National Disability Insurance Scheme (NDIS).
- Your approval is sought to amend the name of the Fund and nominated persons identified in Attachment 2 who have authority to exercise powers on your behalf and approve expenditure in line with Departmental policy.
- Requests for expenditure greater than \$10,000 (GST Inclusive) will be referred to you for approval.

DISCUSSION

On 22 June 2017, you authorised the Domiciliary Care Donations and Bequests Financial Authorisation Instrument (Attachment 1). This instrument sets out levels of financial authority

applicable to persons occupying the listed positions within the Department for Communities and Social Inclusion (DCSI). As at 30 September 2017, the Fund contained \$585,528.31.

Due to changes in DCSI resulting from the rollout of the National Disability Insurance Scheme (NDIS), Domiciliary Care will be transferred from state government to the Royal District Nursing Service (RDNS), a non-government organisation.

To ensure that DCSI retains control of the Domiciliary Care Donations and Bequests Fund, and applies it for its intended purposes, the following changes to the Financial Authorisation Instrument are proposed:

1. Change the name of the Fund from the "Domiciliary Care Donations and Bequests Fund" to "DCSI Health and Aged Care Services Fund", and
2. Remove the following positions from the Financial Authorisation Instrument:
 - a. Executive Director, Disability and Domiciliary Care Services
 - b. Director, Disability and Domiciliary Care Services
 - c. Director, Domiciliary Care and ASSIST
3. Add the following positions to the Financial Authorisation Instrument:
 - a. Director, NDIS Implementation —\$10,000 level of authority
 - b. Director, Disability Policy Unit—\$5,000 level of authority

The reason for changing the name of the Fund is to avoid confusion about ownership and application of the Fund once Domiciliary Care transfers to RDNS control. The purposes of the Fund will remain unchanged and, as they are broadly for the benefit of people over the age of 65 years and who are in need of a health or support service, the changed name reflects this purpose. Grants and payments will only be made in line with specific, approved purposes. Please note that the name given to the Fund is an internal DCSI creation that has no legal imperative. Change is thus permissible through this process.

Removal of the named DCSI positions is also to eliminate an association with Domiciliary Care and ensure proper alignment of Fund control within DCSI. It is more appropriate for those positions that support the Continuity of Support (CoS) program for people who are in receipt of disability support services and are transferring under the NDIS, to have access to the Fund. This cohort of people align with the approved Fund purposes, outlined in the updated Financial Authorisation Instrument (Attachment 2). The approved Fund purposes remain unchanged and are for the benefit of older people who require a support service.

DCSI will develop a renewed small payments and grants program to reflect the realigned application of the Fund to support CoS. This will provide additional support to those who are 65-years or older and in need of a health or support service. Applications for payments from the Fund will be supported through a visible portal on the DCSI website. The Fund will continue to be administered in accordance with the established processes, policies and procedures that currently apply to the Domiciliary Care Donations and Bequests Fund. Those who meet applicant criteria might apply for small, once-off payments (such as for repairs to equipment, respite, clothing etc.) or for larger grant amounts. This accords with current DCSI practices of providing small payments and grants to clients for items not covered by funding policies. You will be provided with an updated briefing on the renewed grants program applicable to the DCSI Health and Aged Care Services Fund and how it aligns with the role of DCSI in the NDIS environment.

BUDGET

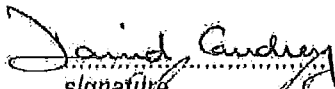
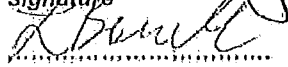
Are there financial implications No

Is there a budget impact No

MEDIA/SENSITIVE:

Yes

The media may be interested in a fund for CoS which is in addition to any support under the NDIS or mainstream government supports. Once this briefing is approved, you will be provided with a briefing on the revamped program which will also be provided to Communications and Engagement.

Division	Disability Policy Unit		
Director	David Caudrey	 signature	12/12/17 date
Deputy Chief Executive	Lois Boswell	 signature	20/12/17 date

ATTACHMENTS

1. Domiciliary Care Donations and Bequests Financial Authorisation Instrument
2. DCSI Health and Aged Care Services Fund Financial Authorisation Instrument

Contact Officer:	Samantha Bond, Chief Project Officer 8416 4317 samantha.bond@sa.gov.au
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