

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: 3 May 2005

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
David Borthwick (DEH)
Peter Boxall (DEWR)
Lynelle Briggs (APSC)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Jane Halton (DoHA)
Jeff Harmer (FaCS)
Mike Taylor (DOTARS)
Helen Williams (DCITA)

Others

Joanna Davidson (PM&C)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett (note-taker)
Cheryl Godwell (note-taker)
Kate Huntington (note-taker)
Susan Black (OIPC note-taker)

Deputy Secretaries

Tony Greer (A/g) (DEST)
Bernie Yates (OIPC)

Apologies:

Bill Farmer (DIMIA)
Lisa Paul (DEST)

INTRODUCTION

Dr Shergold welcomed Ms Lynelle Briggs, Australian Public Service Commissioner as new a member of the Group and Mr Tony Greer (DEST) representing Ms Paul.

ITEM 1 MINUTES OF PREVIOUS MEETING

Secretaries agreed to accept the minutes of 1 March 2005 meeting without amendment.

ITEM 2 CHAIRMAN'S REPORT

Darwin/Wadeye Trip

Secretaries noted:

- the outcomes from the Prime Minister's Darwin/Wadeye trip, in particular the Prime Minister's priority on pursuing options for better use of Aboriginal land for home ownership;

• [REDACTED]

• [REDACTED]

• [REDACTED]

• [REDACTED]

CABINET-IN-CONFIDENCE

Mr Gibbons advised that OIPC met with Mrs Gordon, Mr Mundine and Mr Lee of the National Indigenous Council to develop a statement of draft principles on land:

- for consideration by other members and testing with land councils; and
- for potential release prior to the next NIC meeting.

Mr Gibbons will provide a copy of the draft principles to the Chair as they are updated.

[REDACTED]

[REDACTED]

Secretaries agreed that:

- agencies will provide support as necessary; and
- representatives will report back to the Secretaries' Group.

COAG

Secretaries noted that:

[REDACTED]

Moving On

- Over the past year much had been achieved:
 - re-organisation of the bureaucracy;
 - passage of the legislation to abolish ATSIC;
 - establishment and influence of the NIC;
 - progress with SRAs and target;
 - commencement of CDEP reform;
 - the first bilateral agreement signed; and
 - the first single indigenous Budget submission completed.
- The challenge in the coming year is to:
 - continue the momentum for and range and scope of SRAs moving from single issue to comprehensive agreements;
 - conclude the remaining bilaterals;
 - continue CDEP reform;
 - refining the Budget process;
 - develop policy on land; and
 - progress arrangements for engagement at the local and regional levels.

ITEM 3 SERVICE DELIVERY

a) Implementation Update

Secretaries noted:

- progress on implementation of the new Indigenous affairs arrangements;
- [REDACTED]
- work needs to be done on determining what should and should not be included in more comprehensive SRAs;
- OIPC is experiencing patches of resistance at the middle management level in agencies when it comes to flexibility of budget and programme guidelines even where the appropriation allows such flexibility; and
- that Secretaries are required:
 - all morning (and lunch) on 16 June and 1 December for joint MTF/NIC meetings;
 - all morning for 8 September for an MTF meeting; and
 - for lunch at the 15 September NIC meeting.

(NOTE: the MTF meeting scheduled for 8 September was inadvertently left out of the update paper.)

Secretaries agreed that:

- OIPC would advise the Group whether there was a drop in the number of funding submissions for ex ATSIIC/ATSIIS programmes compared to previous years and if so, to provide advice of reasons;
- Secretaries have to be relentless in pushing messages down through their agencies about the new arrangements, particularly the need to be flexible; and
- to avoid confusion with regard to government policy, references to government support for "representative arrangements" be replaced with words that more accurately describe the policy of support for community consultation and engagement at the regional and local level;
 - noting that government will continue to work with representative bodies and to support them where appropriate.

b) ICC Staffing – Progress Report

Secretaries noted that:

- the cross-agency working group on ICC staffing is working well and will provide a comprehensive report for the next meeting outlining proposals for a way forward; and
- Lynelle Briggs will be reporting to the next meeting on Indigenous staffing in the APS.

c) Communication Strategy on New Arrangements

Secretaries noted that:

- [REDACTED]
- [REDACTED]

Secretaries agreed that OIPC:

- [REDACTED]
- will provide the Chair with a draft of the announcements and ensure all relevant agencies are briefed in advance so ministers can be briefed to support Senator Vanstone's announcements; and
- include all providers as key stakeholders in the Communications Strategy.

ITEM 4 DIRECTIONS AND PRIORITIES

a) CDEP – Outcomes of consultations

Secretaries noted that:

- 2100 people attended the consultation sessions and over 100 organisations provided written submissions;
- the Minister has now issued a Future Directions paper and staff are reporting back to 40 CDEP locations on those now settled future directions;
- DEWR are working quickly to settle one year CDEP contracts for 2005-06 by end June 2005 to bring the funding cycle into line with the Employment Services contract;
- of particular interest was the level of non-indigenous participation in CDEP (up to 30% in some CDEPs and 7% nationally). DEWR will work with CDEPs to achieve a target of 3% nationally;
- the MTF will be advised that no significant changes to the planned reforms arose from the consultations;
- DEWR will advise other Australian Government and state government agencies when they are reporting back to CDEP areas so that they can link in; and
- the NIC will be kept in the loop on proposed reforms and provided with an update on progress at their next meeting in June during the joint meeting with the MTF.

ITEM 5 PERFORMANCE REPORTING AND RESOURCE ALLOCATION

a) Single Indigenous Budget Submission 2006-07

Secretaries noted that:

- [REDACTED]
- the process for the next Budget cycle needs to start immediately;
- [REDACTED] and
- maintaining the cooperation and collaboration of states/territories was essential to success.

Secretaries agreed that

- OIPC should prepare a paper that outlines the broader programme and Budget framework to support the further implementation of the new arrangements in indigenous affairs, covering:
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
- discussion on these issues will go beyond the Budget per se to the broader framework necessary to fully support the new arrangements in indigenous affairs and should draw on concrete examples in several communities / regions to illustrate the issues, mindful also of the critical role that state and local governments need to play in the reform process; and
- the framework emerging from the Secretaries' discussion in June should form a key part of the agenda for the upcoming joint meeting of the NIC and MTF.

Dr Boxall agreed to distribute to Secretaries the paper on the Work Socialisation Scheme that Cape York Partnerships have been progressing.

b) Secretaries' Annual Report

Secretaries **agreed** that:

- a concise report (around 20 pages) will be released probably in September each year; and
- the report will tell a story about progress, innovation in service delivery and particular points of interest emerging under the new arrangements.

c) Australian Government Indigenous Management Information System (AGIMIS) Project Update

Secretaries **agreed** to the recommendations and **noted** that:

- the project is about gathering data on indigenous programmes with a minimum of overlap with other data collection work;
- initial feedback is good and the data collection will build over time, noting that there may be some resource implications over the medium to longer term; and
- the AGD has offered to assist with privacy issues early in the development process.

ITEM 6 AGENDA ITEMS FOR THE MINISTERIAL TASKFORCE

Secretaries **agreed** that:

- the following topics will be recommended to Senator Vanstone as items to be discussed with the MTF and the NIC at their next joint meeting:

- [REDACTED]
- [REDACTED]

noting that the NIC will also report back to the MTF on land and education issues.

ITEM 7 OTHER BUSINESS

a) Secretaries' Group Bulletin No. 2

Secretaries **noted** that the first bulletin has received good feedback.

Secretaries **agreed** that the Secretariat draft a further bulletin covering the first Single Indigenous Budget Submission process for distribution by Secretaries on the day following the Budget.

b) Indigenous Community Governance Project

Secretaries **agreed** that:

- Dr Shergold will reply to the letter from [REDACTED] indicating while it is very early to be discussing the outcomes of the new arrangements, he is willing to talk to [REDACTED] about indigenous governance but other secretaries will need to be approached individually; and
- OIPC will circulate a brief on the project.

Please Note: the next meeting is scheduled for 10 am Monday 6 June 2005.

CABINET IN CONFIDENCE

DEPARTMENT OF THE PRIME MINISTER AND CABINET

Record of Meeting

SECRETARIES GROUP ON INDIGENOUS AFFAIRS

3.00pm 16 April 2004

Department of the Prime Minister and Cabinet (PM&C), Conference Room 1

Attendance: A list of attendees is at Attachment A.

Item 1. Cabinet decision

1. Secretaries discussed the government's decision on indigenous affairs and the future of the Aboriginal and Torres Strait Islander Commission (ATSIC) [REDACTED]. Secretaries noted:

- (a) this was not a 'return' to mainstreaming. The government was expecting Secretaries to oversight innovative, whole of government approaches;
- (b) the intention that all indigenous-specific programmes, not just those formerly administered by ATSIC and Aboriginal and Torres Strait Island Services (ATSIS), would form part of a pool of resources, 'notional allocations' which could be reallocated between programmes and across portfolios as part of the new arrangements for the Ministerial Taskforce;
- (c) for at least an initial period there would be an expectation that key indigenous-specific programmes in mainstream agencies would continue to operate with funding at current levels. Others, particularly those retained in the Immigration and Multicultural and Indigenous Affairs portfolio, could form a more flexible pool of resources from the outset;
- (d) in total, there would be no reduction in indigenous specific programme funding as a result of the decision to abolish ATSIC. Funding would continue to be earmarked. There would be a reallocation of efforts towards service delivery as a result of any savings in the elimination of ATSIC. Funding for indigenous measures would increase in the Budget; and
- (e) in future there would be a single joint submission on indigenous funding brought to the Expenditure Review Committee of Cabinet (ERC).

Item 2. Legislation

2. Secretaries noted that there were two options for the legislation required to enact the government's decision: amendment and renaming, or repeal and re-enactment of those elements the government wished to retain. The latter would be more complicated and would take longer to draft, delaying introduction into the Parliament until later in the Budget sittings.

Item 3. Reallocation of functions, appropriations, staff and other resources

3. Secretaries discussed the reallocation of programmes and functions formerly administered by ATSIC/ATSIS and/or under the ATSIC legislation. They agreed to the recommendations as set out at **Attachment B** being made to the Prime Minister and the Minister for Immigration and Multicultural and Indigenous Affairs.

CABINET IN CONFIDENCE

CABINET IN CONFIDENCE

4. Secretaries agreed to hold urgent side discussions, consulting PM&C and other relevant agencies as necessary, in order to develop recommendations for the reallocation of the following functions:
 - (a) Native Title and Land Rights Programme (Attorney-General's Department and Department of Immigration and Multicultural and Indigenous Affairs), taking into account issues relating to the separation of potentially conflicting functions and the need to release resources to support indigenous economic development; and
 - (b) Maintenance and Protection of Indigenous Heritage (Department of Environment and Heritage and Department of Communication, Information Technology and the Arts).
5. Secretaries agreed on the importance of collective responsibility and of not breaking broad functions down into their sub-elements for reallocation. Flexibility in terms of allocation of funds across a range of tasks would be achieved through the flexible funding pool. Further information would be sought on two matters:
 - (a) the Link-Up and Night Patrol programmes which had relevance for the Department of Health and Ageing's responsibilities; and
 - (b) roads funding under the Community Housing and Infrastructure Programme (CHIP).
6. Secretaries noted that questions remained about which portfolio would manage:
 - (a) the Indigenous Land Fund; and
 - (b) the Home Loans Scheme.
7. Secretaries noted the need to consider the possible allocation of functions and resources directly to portfolio agencies, for example in relation to the Sport and Recreation Programme.
8. Secretaries noted that:
 - (a) it was expected the new arrangements would commence from 1 July 2004;
 - (b) the new arrangements would not involve cutting staff and regional offices would continue to operate; and
 - (c) ATSIIS was preparing an initial list of staff and other resources to be reallocated following the redistribution of functions.
9. Secretaries also noted:
 - (a) the need for better coordination on environmental health, including under CHIP;
 - (b) the relevance of the Sport and Recreation programme both to education and health outcomes.


Item 4. Budget papers

10. Secretaries noted that:

- (a) former ATSIC and ATSSIS appropriations would be presented as a single line in the DIMIA section of the 2004-05 Budget papers, with a paragraph explaining that resources would be reallocated when new Administrative Arrangements Orders were in place;
- (b) other departments would not need to adjust their Portfolio Budget Statements; and
- (c) reallocations of programmes and accountability for those programmes (including to Senate Estimates Committees) would occur by the time of Additional Estimates.

Item 5. Ministerial Taskforce and Secretaries Group

11. Secretaries noted that:

- (a) the new Ministerial Taskforce was to meet within the next month;
- (b) 
- (c) the Secretaries Group supporting the Ministerial Taskforce would be chaired by the Secretary of PM&C;
- (d) resources currently provided by departments to support the COAG trials' Secretaries Group would continue until the end of 2005 to support the new Secretaries Group;
- (e) some ongoing resources would be provided from reallocated ATSIC/ATSSIS funds to enable PM&C to fulfil its new functions.

Item 6. Implementation Taskforce

12. Secretaries noted that the government had agreed to establish an interdepartmental Taskforce led, at least initially, by PM&C and reporting to the Prime Minister to:

- (a) develop a detailed implementation plan and oversee implementation of the new arrangements; and
- (b) report on arrangements for Australian Government representation in rural and remote locations where coordinated service delivery is critical.

13. Secretaries noted that the Secretaries Group, with additional representation as required, would perform the role of the Implementation Taskforce and agreed to provide secretariat resources for a short period if required.

14. Secretaries agreed that:

- (a) innovative thinking was needed on arrangements for Australian Government representation in rural and remote locations;

- (b) offices could deliver services in a whole of government way on the basis of partnership agreements with indigenous communities; and
- (c) PM&C would convene urgently a Deputy-Secretary-level group to prepare the report on how these arrangements might be implemented.

Item 8. Next steps

15. Secretaries agreed:

- (a) that the first tranche of advice on the new arrangements to the Prime Minister and Minister for Immigration and Multicultural and Indigenous Affairs was needed within a week; and
- (b) to meet again before the first meeting of the Ministerial Taskforce, possibly in the week ending 7 May 2004.

Secretaries Group on Indigenous Affairs
Meeting of 16 April 2004

List of Attendees

PM&C Dr Peter Shergold, Secretary (Chair)
Ms Patricia Scott, Deputy Secretary
Ms Joanna Davidson, FAS Social Policy
Ms Barbara Belcher, FAS Government
Ms Anne Dowd, Acting AS Government
Mr Simon Cotterell, Acting AS Education, Employment and Indigenous Policy

A-Gs Mr Robert Cornall, Secretary

DCITA Ms Helen Williams AO, Secretary

DEH Mr David Anderson, FAS Corporate Strategies Division

DEST Dr Wendy Jarvie, Deputy Secretary

DEWR Dr Peter Boxall, Secretary

DIMIA Mr Bill Farmer, Secretary
Mr Wayne Gibbons PSM, CEO ATSI
Ms Dianne Hawgood, FAS Indigenous Communities Coordination Taskforce
Mr Peter Vaughan, FAS OATSIA

DITR Mr John Ryan, Deputy Secretary

DTRS Ms Lynelle Briggs, Acting Secretary

FaCS Mr Stephen Hunter, Deputy Secretary

Finance Dr Ian Watt, Secretary

Health Ms Jane Halton PSM, Secretary

Secretaries Group recommendations:
Indigenous Affairs programme/function reallocations

Programme/function	New portfolio	Comments
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS

Meeting: Tuesday 4 May 2004

ATTENDEES

Secretaries

Peter Shergold (PMC – Chair)
Peter Boxall (DEWR)
Ken Matthews (DOTARS)
Jane Halton (Health and Ageing)
Jeff Harmer (DEST)
Mark Sullivan (FACS)
David Borthwick (DEH)
Robert Cornall (AG)
Helen Williams (DCITA)

Other

Wayne Gibbons (ATSIS)
Peter Vaughan (OATSIA –
representing Bill Farmer from DIMIA)

PMC

Patricia Scott
Dianne Hawgood
Michelle Patterson
Emily Jones
(Barbara Belcher for Item 1 only)

APOLOGIES

Bill Farmer (overseas with Minister)

INTRODUCTION

Dr Shergold thanked the outgoing Chair of the Secretaries' Group, Mr Farmer, and explained the purpose of the meeting was primarily to discuss issues relating to the implementation of the Indigenous Affairs arrangements.

ITEM 1A – ADMINISTRATIVE ARRANGEMENTS

Relevant Secretaries were informed by letter sent by Dr Shergold on 28 April on the Government's intention for the re-distribution of Indigenous-specific programmes.



It is intended that the amending legislation to the *ATSIC Act 1989* be introduced to Parliament by the week commencing 31 May 2004 – to have effect for the new arrangements to start on 1 July. A contingency plan will be developed to manage the situation if the legislation is not passed in time.

IT was **agreed** a near final draft of the Bill would be circulated to Secretaries in the near future.

Model of new arrangements (Attachment (iii))

It was agreed that services to regional Indigenous Australians would be supported by 'Partnership Agreements' at the regional level, and 'Shared Responsibility Agreements' at the community level. Generally:

- *Regional Partnership Agreements* would contain a broad statement of operational principles; and
- *Shared Responsibility Agreements* would capture the specifics including the role and funding provided by Australian Government agencies (and hopefully State

and Territory governments) – as well as commitments to be upheld by the community and feedback mechanisms.

There would need to be flexibility – some Regional Partnership Agreements would be close to a Shared Responsibility Agreement where the circumstances allowed.

ICCs

Indigenous Coordination Centres (ICCs) have a key role in developing *Regional Partnership Agreements* and *Shared Responsibility Agreements*.

'Regions' will not necessarily be based on the current ATSIC regional boundaries, and will be formed out of consultations with the States and Territories and with local Indigenous people. What constitutes a region may develop organically and might evolve over time. The COAG Trial sites are cases in point.

Relationship to COAG Trials

It was **agreed** that:

- local (lead agency) COAG Trial staff would maintain a direct relationship with their 'home' agency – while working as part of the relevant ICC, although some may be outposted;
- ICC Managers are responsible for COAG Trials within their areas and report directly to the relevant sponsor Secretary about these matters. In effect there would be joint reporting – to the relevant COAG Trial Secretary and through normal OIPC arrangements;
- any conflict about the reporting or responsibility arrangements would be ironed-out between Secretaries; and
- a paper be drafted outlining the terms of reference for ICCs (including reporting / governance issues, training requirements, roles of Managers and staff).

Metropolitan/ urban

It was **agreed** that in metropolitan areas, staff moving from ATSIS to mainstream agencies would generally locate with their new respective agencies and that the regional 'one stop shop' concept of an ICC was not required in the city.

However, it was agreed that small capital city offices of OIPC/ICC consisting of an EL2/Band 1 and 3-4 staff would be established. The key role of these offices will be to facilitate whole of government meetings across mainstream Australian Government agencies and with State or Territory agencies and to promote coordinated and effective mainstream delivery of services in urban environments.

It was agreed that ATSIS programmes currently operating in metropolitan areas would require special attention during the transition – to ensure they did not fall through any gaps.

ITEM 1B – MINISTERIAL TASKFORCE

Minister Vanstone will Chair the Taskforce. Subject to final confirmation it is envisaged that both Ministers and their Secretaries would attend the meetings and that meetings would take place in the Cabinet Room.

Draft governance protocols for Taskforce meetings are currently being developed for consideration by the Minister. The Group **agreed** that the National Security Council model would be an appropriate guiding model. For example all papers for the consideration of the Taskforce would go through the Secretaries' Group on

Indigenous Affairs first. Minutes of Taskforce meetings would be taken jointly by officers from PM&C and OIPC.

ITEM 1C – NATIONAL INDIGENOUS COUNCIL (no paper)

The Chair is currently compiling a list of potential Councillors for the Prime Minister to consider. The Chair welcomed suggestions from Secretaries and requested that these be emailed to him, with a brief statement of their current employment and area of expertise, by cob Friday 7 May.

A strong relationship between the Council, the Ministerial Taskforce and the Secretaries' Group will be vital. It is envisaged that the Council would meet with the Ministerial Taskforce at least once or twice a year.

The Secretaries' Group noted it is envisaged that the Council could operate in a manner similar to PMSEIC – where the Council meets in the Cabinet Room and experts from the Council are invited to meetings to address the Council on particular issues.

ITEM 1D – SECRETARIES' GROUP ON INDIGENOUS AFFAIRS

Secretaries endorsed the revised term of reference.

The Group noted that the Centrelink CEO should be coopted into the Secretaries' Group for the discussion of service-delivery related items (as identified by the Chair).

ITEM 1E – COAG TRIALS

The Group agreed that the COAG Trials and the sponsorship of Secretaries should continue.

Effectively immediately it was agreed that Mr Farmer may approve projects from the COAG Trials Flexible Funding Pool (FFP). The Secretaries' Group will be advised of all funding approvals over \$20,000 (by means of a standing item on the Secretaries' Group agenda).

It was noted that following implementation of the reforms, three separate pools of Indigenous-specific *flexible* funding will exist: the small COAG Trials FFP, the DIMIA Indigenous-specific flexible funding pool (of around \$20m next year) and the annual recommendations to ERC by the Ministerial Taskforce.

ITEM 1F – COAG, STATES AND TERRITORIES

The Chair reported that the next Senior Officials Meeting is on 28 May and the next COAG meeting is on 25 June. Letters have been sent from the Prime Minister to Premiers and Chief Ministers outlining the new arrangements and suggesting that related issues be discussed at both upcoming meetings. The Chair emphasised the importance of seeking agreement and buy-in of the States/Territories in order to effectively implement the reforms and better deliver services to Indigenous Australians.

ITEM 1G – INDIGENOUS COORDINATION CENTRES

It is estimated that 21 ICCs will be established to coordinate service delivery to Indigenous Australians in rural and remote locations. Secretaries agreed to the

governance model for ICCs set out in the agenda paper. Within this context it was noted that Alice Springs has a number of unique characteristics, and it was **agreed** that relevant Secretaries would meet separately to consider how the ICC model will operate in this location.

Mr Gibbons undertook to finalise and circulate the draft duty statement, selection criteria and advertisement for State and Regional ICC Managers by cob Friday 7 May. The Secretaries' Group noted that selection panels would be established that would include at least three agencies to shortlist and interview candidates. Secretaries were encouraged to start considering staff for these positions. It was agreed that quality staff were critical to the success of the reforms.

It was **agreed** that representatives of relevant agencies would meet in the near future to consider planning issues such as the roles and training requirements of ICC staff (including the ICC Manager), communications issues and arrangements for metropolitan areas.

The ICCs will form a regional network representing the Australian Government Portfolios that are delivering services to Indigenous people. In response to concerns raised regarding the ability of some agencies to resource such a network, Secretaries **agreed** to provide the Chair with a summary of the Portfolio resourcing for Indigenous issues (the Implementation Taskforce will be in contact regarding this matter).

ITEM 1H – COMMUNICATIONS

Mr Gibbons is currently developing a package of information suitable for dissemination to staff and to Indigenous communities. This will be circulated to Secretaries by cob Friday 7 May.

The importance of ensuring consistent messages go out to staff as well as Indigenous people was **agreed**.

ITEM 2 – OTHER BUSINESS

It was **agreed** that Deputy Secretaries' Group progress report on remote Area Exemptions would be added to the agenda of the next meeting on 1 June.

Mr Gibbons reported that he was forming a small group to consider ICC support issues such as IT, property and the development of accounting systems, and undertook to circulate this information to Secretaries in the near future.

Meeting ended 11.52am.

ITEMS REQUIRING ACTION

Agenda No.	Item	Responsible Secretary
1A	Provide copy of draft Bill to Secretaries when it is close to final form.	Peter Vaughan
1A	Development of a contingency plan should the Bill not be passed through Parliament in time for enactment on 1 July.	Indigenous Affairs Implementation Taskforce, Peter Vaughan
1A	Draft paper on terms of reference for ICCs	Indigenous Affairs

SECRETARIES' GROUP, DRAFT IN CONFIDENCE

	(including reporting / governance issues, training requirements, roles etc). For consideration by agencies on Friday 7.5.04.	Implementation Taskforce
1B	Draft protocol to guide operation of Ministerial Taskforce	Indigenous Affairs Implementation Taskforce
1C	Provide Chair with suggestions of possible Councillors (including a short explanation) by email before cob Friday 7.5.04.	All Secretaries
1C	Draft statement on role of Councillors	Indigenous Affairs Implementation Taskforce
1C	Draft protocol to guide operation of Secretaries' Group	Indigenous Affairs Implementation Taskforce
1D	Contact Centrelink CEO (Sue Vardon) re decision to coopt her to Secretaries' Group for relevant items as decided by the Chair.	Indigenous Affairs Implementation Taskforce
1G	Draft duty statement, selection criteria and advertisement for State and Regional ICC Managers, and circulate to Secretaries before cob Friday 7.5.04.	Wayne Gibbons
1G	Provide Chair with details of Portfolio resourcing for Indigenous issues.	All Secretaries (after contact with the Implementation Taskforce)
1H	Circulate communications package to Secretaries' Group before cob Friday 7.5.04.	Wayne Gibbons
2	Form small group to consider ICC support issues such as IT, property, accounting systems etc.	Wayne Gibbons
2	Add remote area exemptions to the agenda of the next Secretaries' Group meeting.	Indigenous Affairs Implementation Taskforce
2	Meet to discuss Alice Springs ICC	Relevant Secretaries

CABINET IN CONFIDENCE

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS

Meeting: Tuesday 1 June 2004

ATTENDEES

Secretaries

Peter Shergold (PMC – Chair)
Bill Farmer (DIMIA – Deputy Chair)
Robert Cornall (AG)
Jane Halton (Health and Ageing)
Ken Matthews (DOTARS)
Helen Williams (DCITA)

Other

Barbara Belcher (for items 3a-3c)
Wayne Gibbons (ATSIS)
Dianne Hawgood (OIPC)
Pat Turner (Centrelink, for Item)
Peter Vaughan (OATSIA)
Bernie Yates (ATSIS)

Deputy Secretaries

Bob Correll (DEWR)
Stephen Hunter (FACS)
Wendy Jarvie (DEST)
Conall O'Connell (DEH)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett
Kate Challis
Julia Thwaite

ITEM 1 – MINUTES OF PREVIOUS MEETING

The amended minutes of the 4 May meeting were accepted.

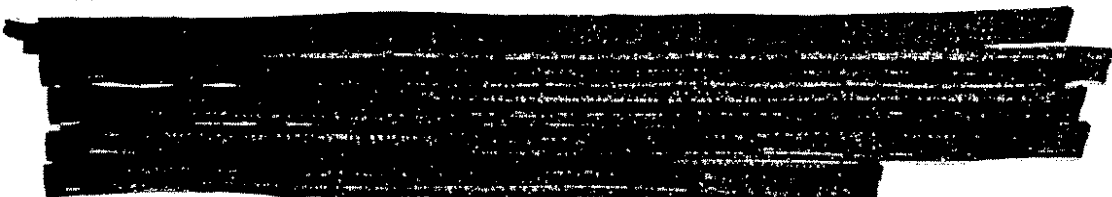
The Group noted that the Secretary of DIMIA is to approve projects over \$20,000 with the Secretaries Group being advised of all funding approvals from the COAG Trials Flexible Funding Pool.

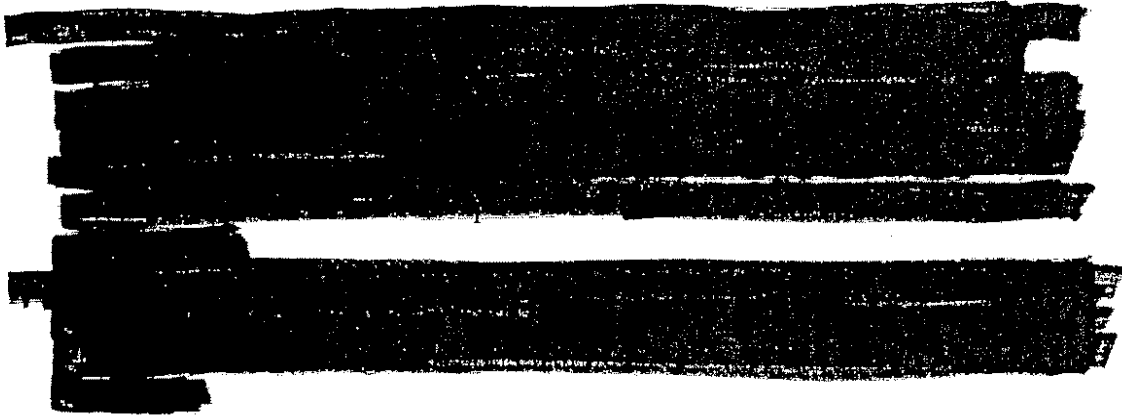
The Group noted that agenda papers for the meeting will be distributed the previous Thursday until the Group moves to bimonthly meetings papers when they will be provided a full week prior.

ITEM 2 – OUTCOMES OF COAG SENIOR OFFICIALS'
MEETING 28 MAY 2004

The Chair provided feedback on COAG SOM on 28 May advising that:

- the meeting was very successful. Senior officials agreed that a draft National Service Delivery Framework be put to COAG for endorsement subject to final agreement to the wording. Once endorsed, the Australian Government would commence bilateral discussions with states and territories on the new arrangements. The Chair circulated the draft Framework to the Group for information.





ITEM 3 – PROGRESS OF NEW ARRANGEMENTS

Item 3(a) Legislation

The Group noted the introduction of the Bill on 27 May 2004.

Ms Belcher advised that Senators may seek information on where functions will go under the new arrangements in advance of the Governor-General's decision on the Administrative Arrangement Order. Ms Belcher considered that providing this information would be appropriate in the circumstances but that she would be seeking the agreement of Government House for it to be provided in advance of consideration by the Governor-General.

PM&C amended the Agenda paper to read that if passed by the Senate, Royal Assent will be received in time for the new arrangements to take effect by 1 July.

Item 3(b) Contingency arrangements

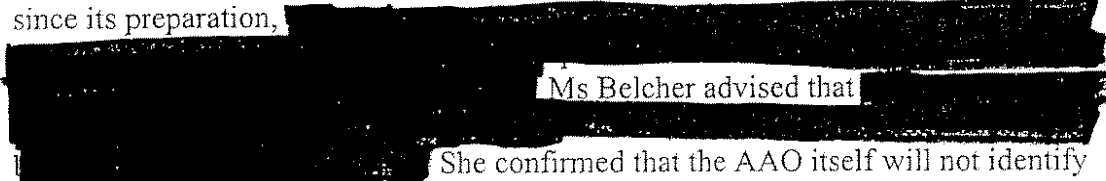
Mr Vaughan advised of a contingency plan being prepared should the Bill not pass by 1 July. Subject to further legal advice, the plan will involve ATSIC and ATSIIS remaining in a residual form to fulfil functions required under legislation (such as to enable the use of ATSIC assets) but the bulk of the programmes moving to mainstream agencies.

- The AAO will need to be modified if the Bill is not passed.

Mr Correll requested information on the contingency plan as soon as possible given the sensitivity around the transfer of functions undertaken by Indigenous Business Australia.

Item 3(c) AAOs

The Group noted the current list of where programmes have been allocated, and that since its preparation,



She confirmed that the AAO itself will not identify the location of individual programmes.

CABINET IN CONFIDENCE

Dr Shergold emphasised that while structural change needs to occur as fast as possible, this should not be at the expense of programme delivery. He encouraged agencies to consider how services and programmes could be improved but that no reforms should be contemplated until appropriate consideration had been given to proposals by the Secretaries' Group and the Ministerial Taskforce. In particular, changes should not be implemented before the new arrangements are bedded down.

Item 3(d) Recruitment of ICC Managers

The Group noted that the applications for the ICC Manager positions are due at the end of the week for internal applicants, but due to the timing of indigenous press, external applications will be later. Interviews will be held 15-22 June 2004 with 6-7 interview panels of 3-4 people. Interviews will possibly be held in Canberra due to timing. It is expected that approximately 105 people will be interviewed (from some 600 expressions of interest to date).

- Dr Shergold stressed the importance of the interview panels meeting beforehand to ensure consistency of approach across panels and the importance of being ruthless about provision of referee reports due to timing.
- The Group agreed to ensure that they had identified any officers who might be appropriate for the position.

It was emphasised that a decision on the positions needs to be finalised by 1 July 2004, while recognising that individuals will not be able to move into those positions by that date. Existing personnel will be identified who can act in the interim. Filling these positions is a priority and needs to proceed regardless of the progress of the Bill or other issues.

It was also noted that reporting and supervisory arrangements will need to be well understood prior to the commencement of the ICCs.

Item 3(e) Whole of government training

ICC Managers will undergo a five day training package in Canberra soon after they are appointed involving the Secretaries Group, senior agency staff and indigenous leaders. There would also be a one/one and a half day course in each capital city for ICC staff and other relevant players. It is aimed to have both training sessions by 1 July 2004 or as soon as possible thereafter. The group noted that the training package is expected to be ready by 4 June.

Item 3(f) Communications

ATSIS distributed a draft form of words that Secretaries could use as a basis for communicating the changes to affected staff.

Some agencies are already preparing communications packages for welcoming new staff. It was agreed that agencies should proceed with their agency-specific information but that it would be helpful to keep the working party apprised of developments to ensure effective coordination and the dissemination of a common message.

CABINET IN CONFIDENCE

Each portfolio will need to include in the message information about terms and conditions of employment as staff move agencies.

- The Group noted that portfolios currently renegotiating Certified Agreements will need to make interim provisions for transferred staff where this is appropriate.

The Group noted the importance of communicating the changes to affected communities and that there is significant misinformation on the reforms in indigenous communities. Ms Hawgood advised that a model is being finalised to illustrate to communities how the new arrangements will work on the ground.

Mr Farmer advised that it will be important that OPIC maintain distinctive badging to deflect any perception that indigenous issues are being subsumed within a broader immigration and multicultural agenda.

Item 3(g) IT systems issues

The Group agreed to the principles and approach to the provision of common IT services to ICCs by DEWR. It agreed to arrangements for a common Grants Management System and that \$2 million capital is available this financial year on this basis.

- The Group noted that incorporation of some agencies into the new Grants Management System may be delayed.

The Group clarified that the new IT system will allow ICC officers dual access to the ICC system and to the system of their relevant agency. DEWR will have a single service agreement with DIMIA which will coordinate agency arrangements.

- The new system will require clear accountability for security purposes.

The Group sought assurance that there would be a time limit on agencies' financial commitment to the system which would end once it was established.

Item 3(h) Resource and staffing allocation

Good progress on the discussions around transfers of resources to receiving agencies was noted.

The Group agreed to look at the structure and configuration of the ICCs and the need to be able to support the new arrangements and have them up and running as the government intended from July 1.

Dr Shergold impressed the importance of ensuring continuity of programme delivery and services throughout the transition

CABINET IN CONFIDENCE

ITEM 4 – MINISTERIAL TASKFORCE MEETING 16 JUNE 2004

Mr Farmer advised that he had had met with Senator Vanstone to discuss logistics surrounding the Ministerial Taskforce. Senator Vanstone considered that:

- Secretaries could attend together with their Minister, and that advisers may also attend.
 - Dr Shergold noted that if advisers attended this could create a problem with space within the Cabinet room.
- The Agenda should include a mix of items providing information and allowing substantive policy discussion and include a standing item where one or more ministers examine progress in a region/state/area.

Secretaries noted that an Agenda would be finalised by the end of this week and that papers be prepared as soon as possible.

ITEM 5 – COAG TRIALS

Ms Hawgood provided a report on the Alice Springs meeting of women from across the COAG Trial areas. The meeting was very successful in establishing networks, mentoring young women and exchanging ideas on managing issues such as alcohol management, petrol sniffing and school attendance and provided an opportunity to discuss the new indigenous arrangements.

- Governance and leadership are issues of concern to women in indigenous communities and the women at the meeting saw the new arrangements as an opportunity to increase women's representation in indigenous bodies.

ITEM 6 (A) – INDIGENOUS ECONOMIC DEVELOPMENT STRATEGY

The Group noted that a draft of the Indigenous Economic Development strategy would come to the next meeting for consideration.

ITEM 6 (B) – REMOTE AREA EXEMPTIONS: PHASE 1 IMPLEMENTATION OF COMMUNITY PARTICIPATION AGREEMENTS AND FEE-FOR-SERVICE

Mr Hunter presented the Remote Areas Exemptions paper. The Group noted that the next step was to confirm that communities are ready to move to phase 1 by the end of July. Centrelink (Ms Turner) advised that there are a lot of expectations for phase 1 at the community level and concern about the sustainability of Community Participation Agreements (CPAs). It was noted that CPAs should proceed without waiting for the development of Shared Responsibility Agreements as CPAs could be folded in at a later date. However, the Deputy Secretaries' group will need to manage phase 1 closely.

It was also noted that Senator Vanstone was about to sign off on around \$30m for services to remote communities which were conditional on Shared Responsibility Agreements being signed by ICC managers.

Dr Shergold asked to be kept informed of progress on this issue so he could inform the Prime Minister prior to COAG.

CABINET IN CONFIDENCE

ITEM 6 (C) – INTEREST FROM PRODUCTIVITY COMMISSION TO ATTEND NEXT MEETING

Secretaries agreed that the Productivity Commission could be invited to address the next Secretaries Group meeting. If Secretaries find this useful, they may consider recommending that the Productivity Commission present to the Ministerial Taskforce.

Meeting ended 11.20am.

ITEMS REQUIRING ACTION

Agenda No.	Item	Responsibility
3B	The contingency plan to be distributed as soon as it is completed.	Wayne Gibbons
6B	Dr Shergold to be informed of progress of the \$30 million funding for services to remote communities prior to COAG.	Wayne Gibbons

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS

Meeting: Tuesday 6 July 2004

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Bill Farmer (DIMIA – Deputy Chair)
David Borthwick (DEH)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Ken Matthews (DOTARS)
Helen Williams (DCITA)

Deputy Secretaries

Bob Correll (DEWR)
Tony Greer (DEST)
Stephen Hunter (FACS)
Mary Murnane (DoHA)
Patricia Scott (PM&C)
Bernie Yates (OIPC)

Apologies

Peter Boxall (DEWR)
Jane Halton (DoHA)
Jeff Harmer (DEST)
Mark Sullivan (FaCS)

Others

Joanna Davidson (PM&C)
Dianne Hawgood (OIPC)
Tim Field (OIPC – item 4)
Kathryn Shugg (OIPC – item 4)
Gary Banks (Productivity Commission – item 7)
Robyn Sheen (Productivity Commission – item 7)

Secretariat (PM&C)

Michelle Patterson
Catherine Wildermuth
Kate Campbell
Julia Thwaite

ITEM 1 – MINUTES OF PREVIOUS MEETING

DCITA (Ms Williams) sought clarification of item 3(g) (IT systems issues). OIPC (Mr Gibbons) advised the current database system would be preserved and agencies would continue to be able to use this system.

Agreed: That the minutes of the 1 June meeting, amended to reflect discussion, be accepted.

Action: PM&C to amend minutes to reflect discussion on item 3(g).

ITEM 2 – REPORT OF OUTCOMES FROM COAG 25 JUNE 2004

PM&C (Dr Shergold) reported that COAG discussions on indigenous affairs were fruitful, with jurisdictions agreeing to national frameworks on service delivery and on family violence prevention. The priority is now to commence bilateral discussions with states and territories, including about indigenous representation arrangements. OIPC with PM&C will progress these discussions in the next month. Dr Shergold and Mr Farmer may need to be involved in discussions with some jurisdictions.

Action: OIPC to provide regular updates to the Secretaries' Group out-of-session on the progress of bilateral discussions with states and territories.

ITEM 3 – UPDATE ON PROGRESS WITH NEW ARRANGEMENTS

Item 3(a) – Overview to date

Staffing – recruitment of ICC managers is progressing well and 20 of the 22 new managers are expected to be announced by 9 July. ICC manager recruitment will have implications for

current ICC staffing in 7 or 8 cases. Mapping by OIPC of up to 100 staff remaining in ATSiS to deliver some ATSiC functions is continuing. Options need to be developed to allocate resources that will be freed up in the future, including:

- to address any shortfall in agency staff in ICCs (eg possible recruitment of DoHA staff to ICCs or to fill gaps arising from ICC manager appointments); and
- to manage resources available with the abolition of ATSiC regional councils in July 2005.

ICCs – OIPC tabled a paper, *ICCs in Urban Centres*, for discussion. The group agreed that the model for ICCs in both regional and metropolitan centres would be guided by the forthcoming service delivery bilateral discussions. The model for urban centres would benefit from explicitly including the development of local / regional strategic plans.

OIPC also tabled a paper on the proposed training schedules for ICC managers and staff and an organisational structure chart for the OIPC.

Action:

- (1) OIPC (Ms Hawgood) to provide the Secretaries' Group with a full list of successful ICC managers by **9 July 2004**. An interim list of mapped ATSiS staff taking up ICC manager position to be provided by 7 July.
- (2) OIPC to convene a working group to develop options to allocate future available resources, for consideration at the next Secretaries' Group meeting (agenda paper due on **29 July 2004**).

Item 3(b) – Senate Select Committee Inquiry into ATSiCA Act

OIPC (Mr Yates) noted that this was raised at the Deputy Secretaries' Group meeting on 1 July 2004 where it was agreed that a whole-of-government approach would be taken to making a submission to the Select Committee, with individual organisations making subsidiary submissions if required. Submissions are due by the end of July.

Action: OIPC (Mr Yates) to convene a meeting of departmental officers as soon as possible to discuss a whole-of-government approach to responding to the Senate Select Committee and to develop the submission.

ITEM 4 – MINISTERIAL TASKFORCE PRIORITIES

Item 4Ai, ii, and B (early childhood, safe communities, economic participation)

Papers on each of the three priorities identified by the Ministerial Taskforce on Indigenous Affairs were considered. OIPC (Ms Shugg and Mr Yates) noted that the papers were designed to advance discussion and proposed convening working groups to progress the work. OIPC would be the coordinating agency for the working groups.

- Early childhood – OIPC proposed inviting Professor Fiona Stanley to speak on early childhood interventions at the next Secretaries' Group meeting. Her presentation should focus on possible policy options.
- Economic participation – The paper should discuss broader passive investment problems in addition to the issue of passive welfare, and canvass relevant options for state and territory government activity.

Agreed: To establish three working groups to progress this work:

- Early childhood working group – comprising OIPC, PM&C, DoHA, DEST, FaCS, DEH, AGD, DCITA with DoHA and DEST to take the lead role;
- Safer communities working group – comprising OIPC, PM&C, DoHA, DoTRS, AGD, with FaCS to take the lead role; and
- Economic participation working group – comprising OIPC, PM&C, DEWR, DEST, FaCS, with DEWR to take the lead role and FaCS lead role on passive welfare.

Action:

- (1) OIPC to convene working groups to address the key priorities (early childhood; safe communities; and economic participation), with revised papers including policy options for action to be considered at the next Secretaries' Group meeting (agenda papers due on 29 July 2004).
- (2) OIPC also to amend the economic participation paper to include options for state/territory action, to be considered at the next Secretaries' Group meeting.
- (3) Dr Shergold to invite Professor Stanley to attend the next Secretaries' Group meeting (3 August) to discuss policy options to address the early childhood priority.

Item 4Aiii (single budget submission)

[REDACTED]

Action:

[REDACTED]

ITEM 5 – COAG TRIALS

DOTARS (Mr Matthews) tabled a report from the indigenous Women's meeting held in Alice Springs.

OIPC (Mr Gibbons) reported that additional funds are to be allocated to states and territories for COAG trial sites, linked to regional shared responsibility agreements.

ITEM 6 – OTHER BUSINESS

Item 6A – Indigenous Women's Leadership

OIPC (Ms Hawgood) advised that [REDACTED] and asked Secretaries to advise details of contacts officers for the programme.

OIPC (Ms Hawgood) also advised it was intended to bring together the women from the COAG trial sites for a two-day conference in Canberra to coincide with the Ministerial Taskforce meeting in September. Senator Vanstone has asked to meet with these women.

Action: Secretaries to advise OIPC (Ms Hawgood) of departmental contacts on indigenous women's leadership as soon as possible.

Item 6B – Provision of common services to ICCs

The Group considered an updated paper on this issue.

Item 6 – Other business

DEWR (Mr Correll) advised that contracts for this financial year had been provided to Community Development and Employment Programme (CDEP) units well before the end of last financial year and that to date 52 of approximately 250 contracts had been signed and returned. [REDACTED]

Should CDEPs run out of funding for wages before signing new contracts, there are mechanisms in place to advance funding.

The Group considered the approach to drafting briefs for an incoming government.

Action:

- (1) DEWR to advise PM&C of any issues arising with the timing for signing CDEP contracts.
- (2) PM&C and OIPC to coordinate, with other departments, a single incoming government brief from the Secretaries' Group on Indigenous Affairs.

ITEM 7 – PRESENTATION BY THE PRODUCTIVITY COMMISSION

Mr Banks, Productivity Commission, provided an overview of the work of the Commission on the indigenous disadvantage indicators framework. The Productivity Commission tabled copies of the Steering Committee for the Review of Government Service Provision *Overcoming Indigenous Disadvantage Key Indicators 2003: Overview* report.

Action:

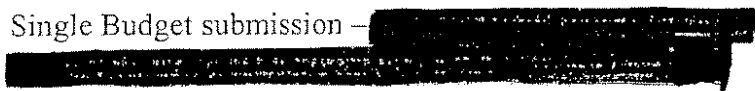
- (1) OIPC (Secretariat to Ministerial Taskforce on Indigenous Affairs) to invite the Productivity Commission to make a presentation on its work to the Ministerial Taskforce.
- (2) PM&C (Ms Davidson) to convene a meeting with OIPC and DHA to discuss possible changes to the health indicator relating to access and, if necessary, the process for advancing this issue through the Steering Committee for the Review of Government Service Provision.

Meeting closed at 11:35 am.

NEXT MEETING

The next meeting of the Secretaries' Group will be held on Tuesday 3 August 2004 from 9:00 to 10:00 am at the Crowne Plaza, 1 Binara Street, Canberra City, immediately prior to Secretaries' address to ICC managers.

SUMMARY – ITEMS REQUIRING ACTION

Agenda No.	Action	Responsibility
1	Amend minutes of 1 June 2004 (item 3(g)).	PM&C
2	Regular out-of-session updates on bilateral discussions.	OIPC
3A	<ul style="list-style-type: none"> • Full list of successful ICC managers to be provided to Secretaries by 9 July 2004. • Working group convened to develop resource allocation options for consideration at the next Secretaries' Group meeting. • ICC paper (urban focus) to be amended to reflect discussion. 	OIPC
3B	Convene a meeting as soon as possible to progress a whole-of-government response to the Senate Select Committee due at the end of July 2004.	OIPC
4Ai,ii and 4B	<p>Working groups to be convened to progress work on:</p> <ul style="list-style-type: none"> • early childhood intervention; • safer communities; and • economic participation; <p>with policy options for action for consideration at the next Secretaries' Group meeting.</p> <p>Amend economic participation paper to include state / territory government activity options for consideration at the next Secretaries' Group meeting.</p> <p>Professor Stanley to be invited to attend the next Secretaries' Group meeting.</p>	<p>OIPC</p> <p>OIPC</p> <p>PM&C</p>
4Aiii	Single Budget submission – 	Ministerial Taskforce (OIPC input)
6A	Departmental contacts to be provided to OIPC to support the Indigenous Women's Leadership programme as soon as possible .	All Departments
6 (other)	<p>PM&C to be advised if problems with CDEP arise</p> <p>Coordinate single incoming government brief</p>	<p>DEWR</p> <p>PM&C and OIPC, with other departments</p>
7	<p>Productivity Commission to be invited to attend the next Ministerial Taskforce meeting</p> <p>A meeting to be convened with DoHA and OIPC to discuss the health indicator relating to access</p>	<p>OIPC</p> <p>PM&C</p>

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 3 August 2004

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Bill Farmer (DIMIA – Deputy Chair)
David Borthwick (DEH)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Ken Matthews (DOTARS)
Helen Williams (DCITA)
Mark Sullivan (FaCS)
Jane Halton (DoHA)
Peter Boxall (DEWR)
Jeff Harmer (DEST)

Observers

Tim Field (OIPC)
Kathryn Shugg (OIPC)
Rosalind Webb (OIPC Secretariat – note-taker)

Deputy Secretaries

Patricia Scott (PM&C)
Phil Bowen (DoFA)
Wendy Jarvie (DEST)
Peter Vaughan (A/g OIPC)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett (note-taker)
Kate Campbell (note-taker)

ITEM 1 – MINUTES OF PREVIOUS MEETING

Secretaries:

- **noted** that Professor Fiona Stanley had agreed to attend the Secretaries' Group meeting in October; and
- **agreed** to accept the minutes of 6 July meeting, as amended to reflect discussion to include DCITA as a member of the Economic Participation Working Group (which was agreed at the previous meeting).

Action: PM&C to amend minutes as above.

ITEM 2 – UPDATE ON PROGRESS WITH NEW ARRANGEMENTS

Item 2(a) progress on bilaterals

Item 2(b) submission to the Senate Select Committee Inquiry

Item 2(c) National Indigenous Council

Secretaries:

- **noted** the advice on progress to date of the bilateral discussions (item 2(a));
- **agreed:**
 - to ensure that the OIPC receive any final comments **as soon as possible** for inclusion in the submission to the Senate Select Committee;
 - that OIPC would amend the table included in the submission to include reference to line agencies (item 2(b)); and

CABINET-IN-CONFIDENCE
DRAFT

- noted that the list of candidates for the National Indigenous Council (item 2(c)) was close to finalisation.

ITEM 3 – UPDATE ON PROGRESS OF MINISTERIAL TASKFORCE POLICY PRIORITIES

Item 3(a) – Single Budget Submission

Secretaries:

- noted that:
 - in the current 2004-05 Budget, the total expenditure on indigenous-specific programmes and indigenous-specific mainstream expenditure (\$2.9 billion) constitutes the aggregate Australian Government funding devoted to indigenous-specific purposes [REDACTED]
 - special rules apply to the quarantined ex-ATSIC/ATSIS funding as it is to be separately identified and reported, for continued use in indigenous-specific programmes;

- agreed, [REDACTED] to the following principles:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- also agreed that:

[REDACTED]

[REDACTED]

[REDACTED]

CABINET-IN-CONFIDENCE
DRAFT

Action: The Department of Finance and Administration (Phil Bowen) would assist the OIPC (Wayne Gibbons) in discussions with agencies regarding consistencies in approaches to department / administrative expenditure proposals, consistent with the policy principles set out above.

Item 3(b) – Progressing Ministerial Taskforce policy priorities options

- (i) *early childhood*
- (ii) *safer communities*
- (iii) *economic participation*

Secretaries:

- **noted** that it was important for agency representation on the working groups to have sufficient standing and knowledge to make an effective contribution;
- **agreed** that the development of radical options to address the priority areas be encouraged,
 - including rationalisation of existing programmes across government where these may overlap;
- **noted** advice that FaCS was preparing on a paper on [REDACTED] which would be helpful in determining the scope of possible options;
- **agreed** that more emphasis should be given to addressing substance misuse as an underlying cause of a range of problems; and
- **agreed** that, once the working group papers were further developed, the papers could form the basis of consultation with states and territories and other stakeholders and consultations with states and territories would be a joint effort by OIPC and officials from relevant agencies.

ITEM 4 – MINISTERIAL TASKFORCE AGENDA

Secretaries **agreed** that:

- there was a need to keep a balance in the agenda between decision-making, the presentation of 'good practice' examples, and invitations to guest speakers;
- **as Chair of the Taskforce, Senator Vanstone should be consulted prior to the issue of any invitation;** and
- the draft Ministerial Taskforce agenda should be provided to Senator Vanstone for her consideration.

ITEM 5 – OTHER BUSINESS

Item 5A – Incoming government brief

Secretaries **agreed**:

- to presenting new Ministers with a common incoming government overview brief on the administration of indigenous affairs (for both the Coalition and the ALP);
- that agencies would provide briefing on indigenous issues specific to their portfolios within the body of their individual briefs; and

CABINET-IN-CONFIDENCE
DRAFT

- that PM&C and the OIPC would develop the common briefs in consultation with agencies.

Item 5B – next meeting

Secretaries agreed to hold an extraordinary meeting on 7 September 2004 to specifically discuss budget matters and the incoming government briefs.

The meeting will be held at PM&C, Conference Room 1, from 9:30 a.m. to 11 a.m. A draft agenda is attached.

Meeting closed at 10:15 a.m.

DRAFT AGENDA

Secretaries' Group on Indigenous Affairs

Tuesday, 7 September 2004

Department of the Prime Minister and Cabinet
Conference Room 1
9:30 – 11:30 a.m.

- Item 1 Previous minutes
- Item 2 Single Budget Submission
- Item 3 Incoming Government briefs

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 7 September 2004

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Bill Farmer (DIMIA – Deputy Chair)
David Borthwick (DEH)
Peter Boxall (DEWR)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Jane Halton (DoHA)
Jeff Harmer (DEST)
Ken Matthews (DOTARS)
Mark Sullivan (FaCS)
Helen Williams (DCITA)

Others

Dianne Hawgood (OIPC)
Bob Correll (DEWR – item 6)
Alison Durbin (DEWR – item 6)

Deputy Secretaries

Patricia Scott (PM&C)
Phil Bowen (DoFA)
Bernie Yates (OIPC)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett (note-taker)
Kate Campbell (note-taker)
Jacqui Malins (note-taker)
Susan Black (OIPC note-taker)

ITEM 1 MINUTES OF PREVIOUS MEETING

Secretaries **agreed** to accept the minutes of 6 July meeting, without amendment.

ITEM 2 UPDATE ON PROGRESS WITH NEW ARRANGEMENTS

Item 2(a) overview of progress including, progress with ICCs, shared responsibility agreements, s 32 transfers and updates on bilateral discussions

Item 2(b) mapping of investment to ICC regions

Secretaries:

• **noted:**

- advice on progress and the following papers which were tabled at the meeting:
 - : *Progress on implementation – overview; and*
 - : *Progress on implementation – section 32 transfers;*

CABINET-IN-CONFIDENCE
DRAFT

- that a further paper, *A Shared Responsibility Approach to Australian Government Investment in Indigenous Australia*, was also tabled and would be progressed out-of-session for reporting back as necessary;
- advice that Dr Shergold would reiterate the need for all agencies to involve ICCs in the roll-out of indigenous programmes and services at the next Portfolio Secretaries' meeting; and
- advice that the OIPC will contact relevant Secretaries if communication problems, resulting in 'silo mentality', emerge in ICCs; and
- **agreed:**
 - to the need to maintain maximum flexibility in the development of shared responsibility agreements (SRAs), noting that:
 - : the OIPC would maintain a system of quality assurance for SRAs and provide advice to Secretaries when issues arise;
 - : the OIPC agreed to disseminate information on approaches taken in SRAs and Regional Partnership Agreements, including good practice; and
 - : all ICC managers would receive all SRAs;
 - to expedite the provision of relevant financial data, including regional data, to the OIPC and to focus, in the first instance, on the identified \$2.9 billion indigenous-specific expenditure.

ITEM 3 SINGLE BUDGET SUBMISSION

Secretaries:

- **noted** that work has been undertaken to date to:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

CABINET-IN-CONFIDENCE
DRAFT

- **agreed** that this work would be conducted by a small steering group, chaired by Ms Patricia Scott, PM&C, and be incorporated in the development of common incoming briefs:
 - the small steering group to comprise members from PM&C, the OIPC, Treasury, and the Department of Finance and Administration, in consultation with portfolios to determine the technical aspects of the single Budget process;
- **agreed** to the processes and compressed timeframe contained in diagram 1 for the single Budget process, should this be required for the 2005-06 Budget, with the processes contained in diagram 2 being the desired process in a normal year; and

ITEM 4 UPDATE ON POLICY PRIORITIES

Secretaries:

- **noted** advice on progress against Ministerial Taskforce priorities;
- **noted** that the most advanced paper on economic participation would be circulated by 10 September 2004 to all member Secretaries for comment;
- **agreed** that a high level group, chaired by Dr Shergold, would provide leadership and guidance to progress the economic paper to its completion;
 - Dr Boxall, Dr Harmer and Mr Sullivan, as Secretaries with portfolio responsibility most directly impacted by the economic participation paper, would be members of this group and meet in the week commencing 13 September 2004; and
- **agreed** to progress the other two papers (early childhood interventions and safer communities) as soon as practicable.

ITEM 5 INCOMING GOVERNMENT BRIEF

Secretaries **agreed** that the briefing would be overseen by a high level group, chaired by Dr Shergold which would meet in the week commencing 20 September 2004. A draft paper is to be circulated to all Secretaries in the week prior to that meeting, prepared by PM&C and the OIPC.

ITEM 6 EMPLOYMENT SERVICES AND THE COMMUNITY
DEVELOPMENT AND EMPLOYMENT PROGRAMME
PRESENTATION

Secretaries:

- noted the presentation given by Dr Boxall, Mr Correll and Ms Durbin;
- agreed that the presentation should be given to the Ministerial Taskforce; and
- noted that Dr Boxall would include the concept in his portfolio incoming government brief, cross-referenced to the common incoming government brief.

ITEM 7 OTHER BUSINESS

Secretaries:

- noted advice from Mr Gibbons regarding the dysfunction in the community of [REDACTED]
 - the OIPC tabled the document titled *Regaining Authority – Community Crisis Governance Intervention* for Secretaries' consideration; and
- agreed to hold the next meeting on 5 October 2004 at PM&C, Conference Room 1, from 9:30 a.m. to 11 a.m. as guest speakers had been invited to address the Secretaries' Group on early childhood interventions and indigenous primary health care. A draft agenda is attached.

Meeting closed at 11:47 a.m.

DRAFT AGENDA

Secretaries' Group on Indigenous Affairs

Tuesday, 5 October 2004

Department of the Prime Minister and Cabinet

Conference Room 1

9:30 – 11:00 a.m.

- Item 1 Previous minutes
- Item 2 Update on implementation progress
- Item 3 Other business

[At 10:00 a.m. Secretaries to be joined by:
Professor Fiona Stanley, Director, Telethon Institute for Child Health
Research
Dr Bill Glasson, President of the Australian Medical Association
Dr David Meadows, Australian Medical Association
Mr Tony McCartney, Chairman, National Aboriginal Community Controlled
Health Organisation]

- Item 4 Presentation by Professor Stanley on early childhood interventions
- Item 5 Presentation by Drs Glasson and Meadows and Mr McCartney on indigenous primary health care

[Presentations will be 20 minutes duration with 10 minutes allotted to questions]

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 5 October 2004

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Bill Farmer (DIMIA – Deputy Chair)
David Borthwick (DEH)
Peter Boxall (DEWR)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Jeff Harmer (DEST)
Ken Matthews (DOTARS)
Helen Williams (DCITA)

Others

Glenys Beauchamp (FACS)
Professor Fiona Stanley (Items 4 & 5)
Dr David Meadows (Item 5)
Mr Tony McCartney (Item 5)
Professor Ian Ring (Item 5)

Deputy Secretaries

Patricia Scott (PM&C)
Mary Murnane (DoHA)

Secretariat (PM&C)


Stephanie Bennett (note-taker)
Kate Campbell (note-taker)
Jacqui Malins (note-taker)
Susan Black (OIPC note-taker)

ITEM 1 MINUTES OF PREVIOUS MEETING

Secretaries agreed to accept the minutes of 7 September meeting, without amendment.

ITEM 2 UPDATE ON PROGRESS WITH NEW ARRANGEMENTS

Secretaries:

- noted the paper on implementation progress, and also noted during the verbal report from Wayne Gibbons and subsequent discussion:
 - The Sherman report on the ATGIS compliance investigation was released to agencies last week. Bernie Yates is convening a meeting to discuss the report, and a paper will be provided to the next Secretaries' meeting;
 - 
- Agreed that the first priority for ICC managers is to negotiate and implement SRAs:
 - around 50 SRAs should be in place by July 2005
 - Initially focusing on a few issues between the community and the Australian government, to establish a shared responsibility ethos. Work on bringing in

other partners such as States and the private sector and the upgrading of governance structures can follow.

ITEM 3 OTHER BUSINESS

Secretaries:

- **noted** that the final version of the Coalition incoming government brief on indigenous affairs and a revised draft of the ALP incoming brief would be circulated today, with final drafting comments required by Thursday 7 October; and
- **agreed** that the agenda for the next meeting on 2 November 2004 would include:
 - Memorandum of Understanding between the Office of Evaluation and Audit and agencies responsible for indigenous-specific programmes. Dr Ian Watt, Department of Finance and Administration, will be invited to attend for this item.
 - Fraud issues, including recommendations arising from the Sherman Report on ATSI compliance investigation.

ITEM 4 PRESENTATION BY PROFESSOR STANLEY ON EARLY CHILDHOOD INTERVENTIONS

Secretaries **noted** with appreciation the presentation by Professor Stanley, and the importance of early childhood development in life outcomes. Copies of the presentation were provided on the day.

ITEM 5 PRESENTATION BY MR MCCARTNEY, PROFESSOR RING AND DR MEADOWS ON INDIGENOUS PRIMARY HEALTH CARE

Secretaries **noted** with appreciation the presentation, which was followed by a robust discussion.

A copy of the presentation was provided at the meeting. The following papers were also made available – additional copies can be obtained from the Secretariat:

- Summary and Position Paper on improving access to PBS medications for Aboriginal peoples and Torres Strait Islanders
- Aboriginal and Torres Strait Islander Health – Breaking the Cycle
- AMA discussion paper 2004: Healing Hands - Aboriginal and Torres Strait Islander Workforce

The meeting closed at 11.40am.

ATTACHMENT

Secretaries' Group on Indigenous Affairs

Tuesday, 2 November 2004

Department of the Prime Minister and Cabinet

Conference Room 1

9:30 – 11:00 a.m.

- Item 1 Previous minutes
- Item 2 Update on implementation progress – overview
- Item 3 Memorandum of Understanding between the Office of Evaluation and Audit and agencies with responsibility for indigenous-specific programmes.
Dr Ian Watt (Department of Finance and Administration) to be invited.
- Item 4 Fraud issues including recommendations arising from the Sherman Compliance Investigation of ATSI.
- Item 5 Other business

Next meeting – 7 December 2004

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 2 November 2004

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Bill Farmer (DIMIA – Deputy Chair)
David Borthwick (DEH)
Peter Boxall (DEWR)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Jeff Harmer (FaCS)
Jane Halton (DoHA)
Lisa Paul (DEST)
Mike Taylor (DOTARS)
Helen Williams (DCITA)

Others

Ms Jan Harris (Item 5, Fiscal/ PM&C)
Dr Ian McPhee (Item 3b)

Deputy Secretaries

Joanna Davidson (A/g) (PM&C)
Mr Bernie Yates (OIPC)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett (note-taker)
Jacqui Malins (note-taker)
Rachel Livingston (note-taker)
Susan Black (OIPC note-taker)

INTRODUCTION

Dr Shergold welcomed new members Ms Paul and Mr Taylor to the Group. Secretaries recorded their thanks and appreciation to Mr Matthews and Mr Sullivan for their significant contribution to the work of the Group and wished them well in their new roles.

ITEM 1 MINUTES OF PREVIOUS MEETING

Secretaries **agreed** to accept the minutes of 5 October meeting, without amendment.

ITEM 2 UPDATE ON PROGRESS WITH NEW ARRANGEMENTS

Secretaries:

- **noted** the paper on implementation progress in oral reports from Mr Farmer and Mr Gibbons and subsequent discussion that:
 - ICC staff are now in place and, while they are still settling into their new role, there is a need to ensure that the lines of authority from Canberra do not inhibit ICCs from working as a whole-of-government team.

- Bilateral discussions with states and territories are already underway and are progressing well. Senator Vanstone is scheduled to meet with her WA counterpart shortly and will discuss funding issues.
- The potential for an additional administrative burden for organisations previously funded by ATSIC, but who now receive funding from a number of agencies if multiple contracts are required.
- Senator Vanstone is keen to announce membership of the NIC in the second week of November.
- **agreed that:**
 - The February 2005 Secretaries' Group meeting will focus on how ICCs are travelling.
 - OIPC will convene a working group to quickly develop options for streamlined funding arrangements to reduce the administrative burden on organisations that may now have contracts from more than one agency.
 - More analysis of the issue of CDEP cross subsidising other activities was needed.
 - OIPC will shortly circulate a weekly e-mail to Secretaries to advise of upcoming meetings (including bilaterals with states/territories), discussions or events to help present a single Australian Government face.

ITEM 3 WHOLE OF GOVERNMENT

AUDITING AND EVALUATION

Secretaries:

- **noted that:**
 - The roles of the OEA, OIPC and other agencies need to be clarified in relation to the auditing and evaluation prior to the ATSIC Amendment Bill is finalised so that it is reflected in the Explanatory Memoranda and second reading speech.
- **agreed that:**
 - Ms Davidson (PM&C), Mr Yates (OIPC) and Dr McPhee (Finance) to resolve MOU and protocol and provide a schema of responsibilities by Friday 12 November. Changes to include making clear that the scope is limited to indigenous specific programmes, and that OEA will advise the head of an agency of any issues that relate to the agency, particularly in relation to their responsibilities under the *FMA Act*.

- The MOU and schema of responsibilities to be discussed separately with the Auditor-General to ensure clarity of roles.
- OIPC will establish a cross -agency Evaluation Advisory Group.

ITEM 4 FRAUD ISSUES – RECOMMENDATIONS ARISING FROM THE SHERMAN REPORT

Secretaries:

- **noted:**
 - The background to and receipt by OIPC of the *Report of Review of Investigations* by Mr Tom Sherman AO.
 - That tackling fraud requires a high level of cooperation and information sharing between agencies (although this will not prevent departments relying on their own fraud investigation mechanisms).
 - That OIPC suggests establishing a whole-of-government framework to manage fraud during the transition phase. [REDACTED]
 - Dr Shergold's request that audit and fraud arrangements must be properly handled and addressed, should add value to improved government service delivery, and be forward-looking.
- **agreed that:**
 - [REDACTED]
 - OIPC will establish a cross-agency Indigenous Programme Integrity Committee composed of Secretaries Group agencies, reporting to the Secretaries' Group. This will be reviewed in 18 months.

ITEM 5 SINGLE INDIGENOUS AFFAIRS BUDGET SUBMISSION (SIABS)

Secretaries:

- **noted**
 - Ms Harris' outline of the process for the SIABS for 2005-06.

- [REDACTED]
- [REDACTED]
- Secretaries' advice on possible proposals for 2005/06 that are not election commitments and that may be put forwarded in proposals to SMR.

- **agreed that:**

- Secretaries will have a special meeting to discuss the Single Indigenous Affairs Budget Submission.
- Secretaries will forward draft NPPs to PM&C (Joanna Davidson) by COB Friday 5 November.
- PM&C will circulate a list of lapsing programmes for confirmation by agencies (attached).

ITEM 6 OTHER BUSINESS

Secretaries:

- **noted that:**

- The HREOC Social Justice Commissioner, Mr Tom Calma, has been visiting COAG trial sites and is talking with state office staff to gather information for the 2004 Social Justice Report.
- OIPC and PM&C to discuss management of the enquiries.

- **agreed that:**

- Subject to Ministers' views, the first **Ministerial Taskforce** (MTF) meeting in 2005 could take place in the first sitting week of Parliament. Secretaries would meet the previous week.
- Subject to Ministers' views, it is suggested the MTF convene in December to meet the NIC and that this might also provide an opportunity for Dr Boxall will give a presentation to the MTF on reforms to CDEP.
- Next meeting date is 7 December 2004, but this may shift depending on the date agreed for the next MTF meeting.

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 12 November 2004

ATTENDEES

Joanna Davidson (PM&C – Chair)

Secretaries

Wayne Gibbons (OIPC)
David Borthwick (DEH)
Helen Williams (DCITA)
Jeff Harmer (FACS)
Mike Taylor (DOTARS)
Peter Boxall (DEWR)
Jane Halton (Health)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett
Kate Campbell (note-taker)
Jacqui Malins (note-taker)

Deputy Secretaries

Mr Bernie Yates (OIPC)
Wendy Jarvie (DEST)

Others

Patrick O'Neill (Finance – observer)

DISCUSSION

Information Security

Secretaries noted the importance of document security and distribution of information and outcomes from meetings of the Secretaries' Group on a need-to-know basis and through appropriate means.

National Indigenous Council and Ministerial Task Force

Ms Patterson advised that the new National Indigenous Council (NIC) will meet for the first time on 8-9 December 2004, with a joint sitting with the Ministerial Task Force (MTF) on 9 December 2004. The session will be focused on the three MTF priorities, and include discussion with the NIC on other priorities. It is envisaged that NIC members might form a particular relationship with Secretaries/agencies where their particular interest or expertise is best used, and Ms Halton noted that a number of the NIC members already work closely with agencies.

- Secretaries noted that their involvement with the NIC meeting would include a lunch on 8 December, hosted by Dr Shergold, followed by a session from 2pm – 3.30pm where Secretaries would each give a 10 minute presentation on the key priorities for their portfolio. Secretaries would be

present for the joint meeting with the MTF on 9 December, but would not attend the lunch afterwards.

- Dr Boxall advised that he had hoped to make a presentation on CDEP reform to the MTF, [REDACTED]
[REDACTED] Ms Davidson indicated that the presentation would not be possible for the December meeting of the MTF. Dr Boxall and Ms Davidson agreed to discuss the issue out of session.
- Secretaries noted that the proposed meeting on 7 December is cancelled, but that work would continue out of session.

Indigenous Proposals

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Meeting closed at 12pm.

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 1 February 2005

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Bill Farmer (DIMIA)
David Borthwick (DEH)
Peter Boxall (DEWR)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Jane Halton (DoHA)
Jeff Harmer (FaCS)
Mike Taylor (DOTARS)
Helen Williams (DCITA)
Apologies: Lisa Paul (DEST)

Others

Tony Greer (DEST)
Ms Helen Hambling (Item 3, OIPC)
Mr Tim Field (Item 3, OIPC)
Mr Patrick O'Neill (Item 3, DoFA)

Deputy Secretaries

Joanna Davidson (A/g) (PM&C)
Mr Bernie Yates (OIPC)

Secretariat (PM&C)

Michelle Patterson
Jacqui Malins (note-taker)
Kate Huntington (note-taker)
Susan Black (OIPC note-taker)

INTRODUCTION

Dr Shergold welcomed Secretaries back for 2005 and welcomed Tony Greer as the DEST representative.

ITEM 1 MINUTES OF PREVIOUS MEETING

Secretaries **agreed** to accept the minutes of 2 November 2004 meeting, without amendment.

ITEM 2 UPDATE ON IMPLEMENTATION PROGRESS - OVERVIEW

Secretaries:

- **noted** the paper on implementation progress and the oral report from Mr Gibbons; and
- **agreed** that:
 - OIPC will develop a database of all SRAs that have been agreed (COAG trials and others) to provide to Secretaries at the March 2005 meeting;
- **noted** the brief update on the National Indigenous Council meeting of 17-18 February 2005 and **agreed** that:

- OIPC to send out a note to Secretaries regarding attending the National Indigenous Council lunch on Friday 18 February 2005.

ITEM 3 SINGLE INDIGNEOUS BUDGET SUBMISSION

Secretaries

- agreed to recommend to the MTF a comprehensive package of NPPs (Attachment 1) and that:

[REDACTED]

- noted:

[REDACTED]

- agreed that:

[REDACTED]

ITEM 4 MINISTERIAL TASKFORCE MEETING 10 FEBRUARY 2005

Secretaries:

- noted the verbal update provided by Mr Yates.

ITEM 5 OTHER BUSINESS

Secretaries:

- agreed that:
 - at the next meeting, OIPC will provide a comprehensive update one week before the meeting on the ICCs and Secretaries will comment on what is working and what is not.
 - also on the agenda will be the future engagement structure for the NIC and cross-subsidisation issues relating to CDEP for which OIPC will provide a paper
 - the next meeting is 1 March 2005.

ATTACHMENT 1: 2005-06 PROPOSED SINGLE INDIGENOUS BUDGET SUBMISSION NEW POLICY PROPOSALS PACKAGE

CABINET-IN-CONFIDENCE
DRAFT

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

CABINET-IN-CONFIDENCE
DRAFT

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

IN-CONFIDENCE
DRAFT

SECRETARIES' GROUP ON INDIGENOUS AFFAIRS - MINUTES

Meeting: Tuesday 1 March 2005

ATTENDEES

Secretaries

Peter Shergold (PM&C – Chair)
Robert Cornall (AG)
Wayne Gibbons (OIPC)
Jane Halton (DoHA)
Jeff Harmer (FaCS)
Mike Taylor (DOTARS)
Lisa Paul (DEST)

Deputy Secretaries

Joanna Davidson (A/g) (PM&C)
Bernie Yates (OIPC)
Bob Correll (DEWR)
Anthea Tinney (DEH)
Lynn Bean (A/g) (DCITA)

Others

Dianne Hawgood (OIPC)

Secretariat (PM&C)

Michelle Patterson
Stephanie Bennett (note-taker)
Rachel Livingston (note-taker)
Kate Huntington (note-taker)
Susan Black (OIPC note-taker)

Apologies:

David Borthwick (DEH)
Peter Boxall (DEWR)
Helen Williams (DCITA)

INTRODUCTION

Dr Shergold welcomed Ms Anthea Tinney (DEH), Ms Lynn Bean (DCITA), Mr Bob Correll (DEWR) and Ms Di Hawgood (OIPC).

ITEM 1 MINUTES OF PREVIOUS MEETING

Secretaries **agreed** to accept the minutes of 1 February 2005 meeting, without amendment.

ITEM 2 STOCKTAKE ON IMPLEMENTATION OF NEW ARRANGEMENTS

Secretaries **agreed** that the key issues on which the Group should provide national leadership in bedding down the new arrangements were:

- investment in staffing issues including training, profiles and placement;
- improved communication within and across agencies;

IN-CONFIDENCE
DRAFT

- facilitating the Shared Responsibility Agreement (SRA) process including increased flexibility within existing arrangements
- continued commitment to the COAG trials and providing whole of government support in their respective COAG trial site states.

Staffing

Secretaries **agreed** that a small cross agency group of HR experts will be set up, in consultation with the APSC, to provide advice to them for the April Secretaries' Group meeting on:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Secretaries also **agreed** that:

- the APSC Commissioner will be invited to attend the April Secretaries' Group meeting to talk through these issues, in particular the link with the APSC's indigenous recruitment strategy;
- [REDACTED]
- a member of the NIC will be consulted by the small cross-agency HR group.

SRAs

Secretaries **agreed**:

- to begin with simpler SRAs before pursuing the more complex, holistic SRAs;
- to avoid delays in signing agreements by progressing SRAs at the Commonwealth level and bringing the state/territory on board at a later time ;
- to be a direct contact on whether an SRA can be supported by their agency and how that support can be provided;

IN-CONFIDENCE
DRAFT

- that Secretaries will sign off on SRAs from each agency's perspective for the time being with a view to delegating this role to state managers and others as appropriate;
- to the establishment of an accessible and comprehensive data base of SRAs;
- to review relevant ANAO standards and programme flexibility
- [REDACTED]
- where a CDEP exists, the activities should support any SRA directions/agreement in place; and

COAG trial sites

Secretaries **agreed** to:

- keep their role and responsibility with regard to COAG trial sites:
 - noting that trials of new ways of working in these sites will help to inform policy and new approaches nationally;
- consider how Robert Cornall (AGD) and Helen Williams (DCITA) can contribute to this;
- consideration of the dual role of DEWR in Cape York and Shepparton;
- mentor Australian Government state manager forums in their COAG state to lend their guidance and support and to assist the SRA process and cut red tape:
 - including inviting an NIC member to attend a future meeting.

Communication

Secretaries **agreed**:

- to start issuing regular communications signed off by all Secretaries on the outcomes of their meetings and other issues to staff of their agencies;
- that the first bulletin to staff, to be distributed within the month, include:
 - a short description outlining what an SRA is;
 - advice regarding state and territory involvement in SRAs;
 - the need to progress simpler SRAs to provide an example of what SRAs can achieve;

IN-CONFIDENCE
DRAFT

- the active role Secretaries wish to take within their agencies to support the process, including to act as a coordination point on SRAs with a view to devolving this as more SRAs are signed;
 - that Secretaries will be maintaining their roles and responsibilities with regards to COAG trial sites, noting any agreed changes to current arrangements; and
 - Secretaries mentoring at state manager forums in their COAG state.
- that the Secretariat will coordinate and distribute the bulletin.

ITEM 3 CDEP – CROSS SUBSIDISATION ISSUES

Secretaries **agreed** that this paper will be discussed at the April Secretaries Group meeting.

ITEM 4 ECONOMIC DEVELOPMENT AND LAND ISSUES

Secretaries **noted** that:

- [REDACTED]
- [REDACTED]
- the Attorney General will be reporting to Prime Minister on this issue;
- [REDACTED]
- [REDACTED]

Secretaries **agreed**:

- AGD would advise on possible legislative amendments which support government policy directions;
- FaCS and DEH will be included in the sub-group meeting on these issues.

ITEM 5 OTHER BUSINESS

Secretaries **agreed** to continue to meet monthly for this financial year.

Next meeting to be held on Tuesday 5 April 2005.

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Prime Minister and Cabinet Portfolio

Department of the Prime Minister and Cabinet

Budget Estimates Hearings 2004-2005, 23 and 24 May 2005

Question: PM 23

Outcome 1, Output 2.1

Topic: Meeting Minutes of Secretaries' Group on Indigenous Affairs

Hansard Page: F&PA 127 23/5/05

Senator Carr asked: What reason would be extended for not providing them [meeting minutes of Secretaries' Group on Indigenous Affairs] to this committee?

Answer: The Department will provide copies of the formal meeting minutes of the Secretaries' Group on Indigenous Affairs to the committee. [The minutes have yet to be finalised] and when they have been, will be examined to delete any material that relates to Cabinet deliberations or material that would be against the public interest to disclose. This process has commenced and copies will be provided to the committee as soon as possible.