



Office of the Chief Executive

Our reference: F160/18-19

Mr Casey Briggs
ABC News
85 North East Road
COLLINSWOOD SA 5081

Level 1 East
31 Flinders Street
Adelaide SA 5000
GPO Box 1072
Adelaide SA 5001
DX 214
ABN 54 598 525 171

www.childprotection.sa.gov.au

Dear Mr Briggs

I refer to your Freedom of Information application received on 27 February 2019. You have requested a copy of the following:

"communications, documents, briefs and emails relating to applications for home modifications and fit-for-purpose vehicles for foster carers between 1 January 2018 and 21 February 2019; Instructions and guidance notes to staff of the Department for Child Protection relating to applications for home modifications and fit-for-purpose vehicles for foster carers between 1 January 2018 and 21 February 2019. The number of applications made by foster or kinship carers for financial support to purchase fit-for-purpose vehicles in the 2018 calendar year; The number of applications made by foster or kinship carers for financial support to undertake home modifications in the 2018 calendar year; The number of applications approved by the Department for Child Protection for financial support for a foster or kinship carer to purchase a fit-for-purpose vehicle in the 2018 calendar year; and The number of applications approved by the Department for Child Protection for financial support for a foster or kinship carer to undertake home modifications in the 2018 calendar year".

Date range: 1/1/2018 – 21/2/19

I wrote to you on 5 March 2019 in relation to your FOI application and discussed your request with you by telephone on 7 March 2019 where you agreed to narrow the scope of your request to:

"communications, documents, briefs and emails created or sent by staff who work in either the Department for Child Protection's Adelaide head office or Salisbury local office between 1 January 2018 and 21 February 2019, which relate to applications for home modifications and fit-for-purpose vehicles for foster carers; and instructions and guidance notes to staff of the DCP relating to applications for home modifications and fit-for-purpose vehicles for foster carers between 1 January 2018 and 21 February 2019".

Please accept my apologies for the delay in responding to your application. Searches have been conducted for documents matching the scope of your request and 42 documents were identified. In accordance with the Freedom of Information Act 1991, (*the FOI Act*), I have determined to release 37 documents in part and five in full. A schedule of documents is attached.

The documents to be released in part contain confidential personal information that is exempt from release. Clause 6 (1) of Schedule 1 of the FOI Act states:

A document is an exempt document if it contains matter the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

If you have any questions regarding this determination please contact me on telephone (08) 8226 6621.

If you are dissatisfied with this determination, you can seek an Internal Review by writing to the Chief Executive, Department for Child Protection as the Principal Officer of this agency. Your request should be sent within 30 days of receipt of this letter.

I have also enclosed a copy of your rights to review and appeal this determination, which explains your review options.

Yours sincerely



Christian Fenech

ACCREDITED FREEDOM OF INFORMATION OFFICER

7 June 2019

FREEDOM OF INFORMATION ACT 1991

YOUR RIGHTS TO REVIEW AND APPEAL

1. INTERNAL REVIEW

If you are dissatisfied or "aggrieved" with certain decisions or "determinations" of an agency/council/university (regarding access to documents or amendment of records), under S.29 and S.38 of the *Freedom of Information Act (SA) 1991*, you can apply to the agency/council/university concerned for an internal review of its determination.

To apply for an internal review of a determination you must write a letter addressed to the Principal Officer or lodge an internal review application form with the same agency/council/university as made the determination. This also must be addressed to the Principal Officer. The application must be accompanied by the appropriate fee (if applicable). The application should be lodged within 30 days of the original determination.

The agency/council/university will undertake its internal review and advise you of its decision within 14 days of receipt of the application.

There is no right to an internal review of a determination made by a Minister or Principal Officer of an agency/council/university.

2. INVESTIGATION BY THE OMBUDSMAN/POLICE COMPLAINTS AUTHORITY

After an internal review has been completed, if you are still dissatisfied with the agency/council/university's determination, you can request an external review by the Ombudsman/Police Complaints Authority of the determination. The Ombudsman/Police Complaints Authority is empowered to investigate the conduct of any person or body in relation to a determination made by an agency/council/university under this Act. (If an application determination was made by a police officer, or the Minister responsible for the administration of the SA Police, applications for external review are made to the Police Complaints Authority. All other applications for external review should be made to the Ombudsman.)

You may also request an external review by the Ombudsman/Police Complaints Authority if you have no right to an internal review.

The application for review by the Ombudsman/Police Complaints Authority should be lodged within 30 days of the date of a determination.

Investigations by the Ombudsman/Police Complaints Authority are free. Further information is available from the Office of the Ombudsman or Police Complaints Authority.

3. REVIEW BY SACAT

You have a right to apply for a review by SACAT if you are unhappy with:

- a determination not subject to Internal Review
- an Internal Review determination, or
- the outcome of a review by the Ombudsman SA or the Police Ombudsman.

You must exercise your right of review with SACAT within 30 calendar days after being advised of the above types of determinations or the results of a review. Any costs will be determined by SACAT, where applicable.

For more information contact SACAT. Contact Details:
South Australian Civil and Administrative Tribunal
(SACAT)

Phone: 1800 723 767

Email: sacat@sacat.sa.gov.au

SCHEDULE OF DOCUMENTS

Item No.	Dated	Author	Recipient	Title/Description	Determination
1	Unknown	DCP:Region North Documentation	Ivanka Trikaliotis	Exceptional Funding	Release in part
2	15 October 2018	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Release in part
3	Unknown	DCP:Region North Documentation	Ivanka Trikaliotis	Exceptional Funding	Release in part
4	22 November 2018	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Release in part
5	30 January 2019	DCP:Region North Documentation	Ivanka Trikaliotis	Exceptional Funding	Release in part
6	29 January 2019	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Release in part
7	8 February 2018	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Release in part
8	1 February 2019	Anne-Marie Scanlon	Bianca Tancock	Exceptional Funding	Release
9	31 January 2019	Bianca Tancock	Anne-Marie Scanlon	Exceptional Funding	Release in part
10	31 January 2019	Anne-Marie Scanlon	Bianca Tancock	Exceptional Funding	Release in part
11	31 January 2019	Sue Barr	Anne-Marie Scanlon	Exceptional Funding	Release
12	31 January 2019	Sue Barr	Fiona Ward	Exceptional Funding	Release in part
13	31 January 2019	Fiona Ward	Redacted	Exceptional Funding	Release in part

14	31 January 2019	Redacted	Fiona Ward	Exceptional Funding	Resource	Release part	in
15	11 January 2019	Diane Otto	Redacted	Exceptional Funding	Resource	Release part	in
16	10 January 2019	Diane Otto	Redacted	Exceptional Funding	Resource	Release part	in
17	21 December 2018	Redacted	Fiona Ward	Exceptional Funding	Resource	Release part	in
18	14 December 2018	Diane Otto	Redacted	Exceptional Funding	Resources	Release part	in
19	Undated	DCP:Region North Documentation	Ivanka Trikaliotis	Exceptional Funding	Resources	Release part	in
20	20 March 2018	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Resources	Release part	in
21	2 May 2018	Marian Nesbitt	DCP:Region North Documentation	Exceptional Funding	Resources	Release part	in
22	1 May 2018	Sandra Wortmeyer	Ivanka Trikaliotis	Exceptional Funding	Resources	Release part	in
23	20 March 2018	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Resources	Release part	in
24	1 August 2018	DCP:Region North Documentation	Marian Nesbitt	Exceptional Funding	Resources	Release part	in
25	24 July 2018	Marian Nesbitt	DCP:Region North Documentation	Exceptional Funding	Resources	Release part	in
26	10 December 2018	Sandra Wortmeyer	Megan Cheverton	Exceptional Funding	Resources	Release part	in
27	7 December 2018	Rebecca Smith	DCP:Region North Documentation	Exceptional Funding	Resources	Release part	in
28	13	Sandra Wortmeyer	Rebecca Smith	Exceptional	Resources	Release	in

	December 2018			Funding		part
29	7 December 2018	Rebecca Smith	DCP:Region North Documentation	Exceptional Funding	Resources	Release in part
30	11 December 2018	Sandra Wortmeyer	Megan Cheverton	Exceptional Funding	Resources	Release in part
31	11 December 2018	Megan Cheverton	DCP:Region North Documentation	Exceptional Funding	Resources	Release in part
32	11 December 2018	Sandra Wortmeyer	Megan Cheverton	Exceptional Funding	Resources	Release in part
33	11 December 2018	Megan Cheverton	DCP:Region North Documentation	Exceptional Funding	Resources	Release in part
34	10 December 2018	Sandra Wortmeyer	DCP:Region North Documentation	Exceptional Funding	Resources	Release in part
35	7 December 2018	Rebecca Smith	DCP:Region North Documentation	Exceptional Funding	Resources	Release in part
36	12 February 2019	Sandie Wortmeyer	Ivanka Trikaliotis	Exceptional Funding	Resources	Release in part
37	11 February 2019	Ivanka Trikaliotis	DCP:Region North Documentation	Exceptional Funding	Resources	Release in part
38	29 January 2019	Sue Barr	Anne-Marie Scanlon	Exceptional Funding	Resources	Release in part
39	29 January 2019	Anne-Marie Scanlon	Sue Barr	Exceptional Funding	Resources	Release in part
40	4 July 2018	Alice Kamil	Gemayel Phillips-Zota	Exceptional Funding	Resources	Release
41	15 June	Gemayel Phillips-Zota	DCP:Region North	Exceptional	Resources	Release

42	2018 27 September 2018	DCP:Communications	Documentation Christie Legedza	Funding Exceptional Funding Procedure review	Release
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Fenech, Christian (DCP)

From: DCP:Region North Documentation
To: Trikaliotis, Ivanka (DCP)
Cc: Pearson, Renee (DCP)
Subject: APPROVED - N/ERF0194 - - ERF
Attachments: doc140213.pdf

Approved with review in 3 months, please ensure the request for the next period of lease is submitted before expiry.

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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Please consider the environment before printing my email.

From: Trikaliotis, Ivanka (DCP)
Sent: Monday, 15 October 2018 4:11 PM
To: DCP:Region North Documentation
Subject: - ERF -re-submitting :)

For Michaels approval ☺ take 5 (I think)

Ivanka Trikaliotis

Senior Business Support Officer

Department for Child Protection / Salisbury Office 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au



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3
Fenech, Christian (DCP)

From: DCP:Region North Documentation
To: Trikaliotis, Ivanka (DCP)
Cc: Power, Brigid (DCP); Pearson, Renee (DCP)
Subject: Approved - N/ERF0225 - ERF
Attachments: doc147445.pdf

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

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From: Trikaliotis, Ivanka (DCP)
Sent: Thursday, 22 November 2018 3:52 PM
To: DCP:Region North Documentation
Subject: N/ERF0225 - ERF

For Michael's approval

Ivanka Trikaliotis

Senior Business Support Officer

Department for Child Protection / Salisbury Office 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au



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Fenech, Christian (DCP)

From: Wortmeyer, Sandie (DCP) on behalf of DCP:Region North Documentation
Sent: Wednesday, 30 January 2019 10:56 AM
To: Trikaliotis, Ivanka (DCP)
Cc: Pearson, Renee (DCP)
Subject: Approved - N/ERF0322 - - ERF - urgent -
Attachments: NERF0322 - Vehicle Lease - :pdf

Hi Ivanka

This request has been approved. Please note Sue's comments

"Approved for 3 months. Office to conduct a proper review including financials to occur before any further consideration of vehicle support."

Sandie Wortmeyer

Executive Assistant to Sue Barr, Regional Director - North

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Trikaliotis, Ivanka (DCP)
Sent: Tuesday, 29 January 2019 3:59 PM
To: DCP:Region North Documentation
Subject: N/ERF0322 - I ERF - urgent -

Additional info required added ☺
For Sues approval

Ivanka Trikaliotis
Senior Business Support Officer

Department for Child Protection / Salisbury Office 16-18 Ann Street, Salisbury, 5108
t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au



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Fenech, Christian (DCP)

From: Trikaliotis, Ivanka (DCP)
Sent: Thursday, 8 February 2018 2:16 PM
To: DCP:Region North Documentation
Subject: N/ERF0094 - - ERF
Attachments: 20180208141453201.pdf

For Sue's approval

Ivanka Trikaliotis

Senior Business Support Officer

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au



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8
Begin forwarded message:

From: "Scanlon, Anne-Marie (DCP)" <Anne-Marie.Scanlon@sa.gov.au>
Date: 1 February 2019 at 12:42:43 pm ACDT
To: "Tancock, Bianca (DCP)" <Bianca.Tancock@sa.gov.au>
Cc: "Willson, Rachel (DCP)" <Rachel.Willson@sa.gov.au>
Subject: RE: Exceptional Resource Funding Application

Thank you – we will need to do the special needs loading forms and then send of to be processed. I have approved on c3

Warm regards,

Anne-Marie Scanlon

Manager

Salisbury DCP Office

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4910 f (08) 8209 4999 m 0438 745 313 e anne-marie.scanlon@sa.gov.au

w www.childprotection.sa.gov.au

Please note: for any client related emails can the allocated team please record information in C3MS accordingly. Thank you



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From: Tancock, Bianca (DCP)
Sent: Thursday, 31 January 2019 12:59 PM
To: Scanlon, Anne-Marie (DCP)
Cc: Willson, Rachel (DCP)
Subject: RE: Exceptional Resource Funding Application

Hi Anne-Marie,

I have just sent [redacted] and [redacted]; CAT for approval to you and attached the emails below, once approved I will call carer payments to process the agreed loading.

Kind regards,

Bianca Tancock

Supervisor

Department for Child Protection / 16-18 Ann Street Salisbury t (08) 8209 4910 f (08) 8209 4999 e

Bianca.Tancock@sa.gov.au w www.childprotection.sa.gov.au

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From: Scanlon, Anne-Marie (DCP)
Sent: Thursday, 31 January 2019 12:01 PM
To: Tancock, Bianca (DCP)
Cc: Willson, Rachel (DCP)
Subject: FW: Exceptional Resource Funding Application

Hello Bianca,

Please see below. Can you please follow up as a priority and record the email as the authority for this loading.

Thank you

Warm regards,

Anne-Marie Scanlon

Manager

Salisbury DCP Office

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4910 f (08) 8209 4999 m 0438 745 313 e anne-marie.scanlon@sa.gov.au

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From: Barr, Sue (DCP)
Sent: Thursday, 31 January 2019 11:27 AM
To: Scanlon, Anne-Marie (DCP)
Cc: Willson, Rachel (DCP)
Subject: FW: Exceptional Resource Funding Application

Please note and action accordingly and confirm that arrangements are in place.

Many thanks.

Regards,

Sue Barr

Regional Director, North

Department for Child Protection

18 Langford Drive, Elizabeth SA 5112

T (08) 8207 9041 M 0401 719 739 e sue.barr@sa.gov.au w www.childprotection.sa.gov.au



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I acknowledge that I work on the traditional country of the Kaurna people of the Adelaide Plains. I recognise and respect their cultural heritage, beliefs and relationship with the land. I acknowledge that they are of continuing importance to the Kaurna people living today.

Please consider the environment before printing my email.

From: Barr, Sue (DCP)

Sent: Thursday, 31 January 2019 11:26 AM

To: Ward, Fiona (DCP);

Cc: Abbott, Lucas (DCP); Browne, Jennifer (DCP)

Subject: RE: Exceptional Resource Funding Application

Thanks and Fiona,

I shall advise Anne-Marie Scanlon and ensure that the required administrative processing occurs.

Regards,

Sue Barr

Regional Director, North

Department for Child Protection

18 Langford Drive, Elizabeth SA 5112

T (08) 8207 9041 M 0401 719 739 e sue.barr@sa.gov.au w www.childprotection.sa.gov.au



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From: Ward, Fiona (DCP)

Sent: Thursday, 31 January 2019 10:09 AM

To:

Cc: Barr, Sue (DCP); Abbott, Lucas (DCP); Browne, Jennifer (DCP)

Subject: Re: Exceptional Resource Funding Application

Thanks for your email

And apologies for the delay in dealing with the review of the decision originally made prior to Sue and myself being in our roles. I am pleased that we have been able to find a suitable alternative arrangement to support the children in your care.

Sue can you action please.

kind regards

Fiona Ward

Deputy Chief Executive

Department for Child Protection

Sent from my iPhone

On 31 Jan 2019, at 10:28 am,

· wrote:

Hi Fiona,

Thank you for your email.

Your assurance in providing the 25% allocated loading for the children while they remain in my care at my current address is accepted and appreciated.

I am relieved my journey in this matter has come to an end.

I can only hope that no other Carer will experience the exceptional long drawn out DCP decision making process that I had to endure.

I assume the Salisbury manager will be informed of this decision and and
; 25% allocated loading will be processed.

Regards

From: Otto, Diane (DCP) **On Behalf Of** Ward, Fiona (DCP)

Sent: Friday, 11 January 2019 3:19 PM

To:

Subject: FW: Exceptional Resource Funding Application

Dear

I appreciate your response and once again would like to acknowledge the ongoing commitment that you have made in providing care for

I would like to acknowledge your request in relation to the annual review process as detailed in your email.

Unfortunately, I cannot provide you an assurance in writing that the children's circumstances will not be reviewed annually.

Departmental policy and legislative requirements under the Children and Young People (Safety) Act 2017 require that the circumstances of children and young people in long term care needs to be reviewed on, at least, an annual basis. The annual review process gives an opportunity to consider whether existing arrangements for the care of a child continue to be in the children's best interests and provide the support necessary to meet the needs of the child.

However, I can provide assurance in writing that while the children remain in your care and reside at your current property that the 25% allocated loading, as agreed will remain in effect.

Regards

Fiona Ward

Deputy Chief Executive

Department for Child Protection | Level 1, 31 Flinders Street, Adelaide SA 5000

t (08) 8124 4116 e Fiona.Ward@sa.gov.au w www.childprotection.sa.gov.au

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From: Otto, Diane (DCP) On Behalf Of Ward, Fiona (DCP)

Sent: Thursday, 10 January 2019 10:32 AM

To:

Subject: RE: Exceptional Resource Funding Application

Dear

I appreciate your response and wanted to inform you that a more detailed response will soon be sent.

Apologies for any delay in responding.

Regards

Fiona Ward

Deputy Chief Executive

Department for Child Protection | Level 1, 31 Flinders Street, Adelaide SA 5000

t (08) 8124 4116 e Fiona.Ward@sa.gov.au w www.childprotection.sa.gov.au

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Please consider the environment before printing my email.

From:

Sent: Friday, 21 December 2018 12:08 PM

To: Ward, Fiona (DCP) <Fiona.Ward@sa.gov.au>

Subject: RE: Exceptional Resource Funding Application

Hi Fiona

I would like to acknowledge your commitment in investigating other options for my Exceptional Resource Funding application.

Again you have highlighted that DCP has provided financial assistance for a vehicle, some cleaning costs, storage and furniture, I feel I have to justify my family needs as to the reasons why the funding was provided;

Funding for furniture:

When the children came into my care in , I didn't have enough beds for them to sleep in, DCP provided me with set up furniture of a set of bunks, foam mattresses and cots with mattresses and one set of chest of draws for their clothing. Later, DCP purchased beds that had draws underneath for storage for their clothing and 3 better quality mattresses and a toddler bed and a mattress. Due to the eldest children's ongoing bed wetting the mattresses became soiled and damaged so DCP purchased plastic mattresses that were more hygienic for the babies to sleep on.

Funding for vehicle:

Back in 2015, DCP approved for a seater vehicle for me. Prior to the children coming into my care I owned a small vehicle and it did not meet the safety requirements of transporting children in a vehicle. For several months prior to funding being approved, I was illegally and unsafely transporting the children aged months, months, years and years who all needed specific safety car seats for their ages. The situation was that I had car seats in the back seat with only two being safely attached to the car seat safety bolts and the other being secured by a safety belt. Every day I was required to shut the back doors by squeezing the car seats together and quickly slamming the doors shut, as the car seats were too big for the small back seat. The oldest child always sat in the front seat with me with no car seat. Before the was approved DCP hired me a larger vehicle to transport the children. Purchasing a vehicle was an important necessity in keeping the children safe when I transported them.

Funding for cleaning:

During the reunification stage a social worker discussed with me, what support I needed as a carer to maintain the placement. I advised them that cleaning was the huge task that I struggled with and any help with the washing and some household chores would help me. Prior to the cleaning service being provided the weekends

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was taken up with me doing household chores and washing massive amounts of clothing and bed linen (due to all the children bet wetting). I had no time to spend quality time with the children and they were unable to participate in weekend sports and recreational activities because of my lack of spare time.

As soon as the cleaning support was provided, our lives became so much easier as it relieved some stress and guilt for me not being able to spend quality time with all the children, I now had some help and more importantly free time for the babies. I enrolled the babies in to social activities, Karate and dancing. We were able to go on family activities to the cinema, beach, picnics, and zoo and to go out for meals together. Our lives became more enriched and happy, rather than feeling overwhelmed with ongoing chores that needed my attention.

Funding for Removalists and storage:

When I decided to rebuild a bigger bedroom house on the same big block that I owned, I had to move out and rent a property to stay while the build was being completed. I went from paying no rent, to paying . a week. The department was unable to assist with my rent assistance, but there was a compromise with them paying for a removalists and storage costs, because my new rental property was much smaller than my house and most of the household furniture needed to be stored. I was in the rental property for . year; the cost for the rent was . for the year, a debt I never previously had, as I owned my own home.

I am aware that the department has increased ; loading to 100% and ; loadings to 50%, to cover the costs for the cleaner that I have continued to maintain. I understand and accept that an increase in , and ; loadings to 25% would be used to repay my mortgage payment as you have suggested. I am prepared to provide the evidence that this will be done if justification is required.

What I am seeking is an assurance in writing, that I will not have to have the childrens loadings reviewed annually and potentially changed if the decision maker changes as this is about what the children need and not financial gain.

I am looking to ensure the long term wellbeing of the children whilst they are in my care by having some financial stability that will be ongoing regardless of changes to policy, government and individual case workers and DCP staff.

Regards

From: Otto, Diane (DCP) On Behalf Of Ward, Fiona (DCP)

Sent: Friday, 14 December 2018 9:27 AM

To: ,

Subject: Exceptional Resource Funding Application

Dear

As requested, the Department has reviewed what potential options for support can be offered.

Once again we would like to acknowledge the significant care commitment that you have made.

To this end, the department has previously approved other financial assistance such as a ' seater vehicle, some assistance with cleaning costs, storage and furniture which I trust has assisted you in your caring role.

As part of the review, the Department has looked at a range of options recognising the reality that families that support 3 young people or more under the guardianship of the Chief Executive are likely to incur an additional expense for accommodation. The department undertook market analysis over a range of suburbs recognising that there can be variability owing to location and stock.

As a result of the outcome of the market analysis, it is recommended that an additional 25% loading on the basic subsidy be provided for both and who are under the guardianship of the Chief Executive. This loading is proposed as recognition of covering additional mortgage repayments that you may incur. Payments will be indexed annually and increase as the young people get older.

Due to and already receiving 100% and 50% loading respectively the department is unable to provide additional amounts.

Regards

Fiona Ward

Deputy Chief Executive

Department for Child Protection | Level 1, 31 Flinders Street, Adelaide SA 5000

t (08) 8124 4116 e Fiona.Ward@sa.gov.au w www.childprotection.sa.gov.au

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Fenech, Christian (DCP)

From: DCP:Region North Documentation
To: Trikaliotis, Ivanka (DCP)
Cc: Juett, Chantel (DCP); McGinlay, Sondra (DCP)
Subject: Not Approved - N/ERF0115 - - ERF
Attachments:

Not Approved – Please see Sue’s comments.

“Will support 6 month lease car arrangement – please seek quotes for most cost effective price. Review post 6 month date”

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Trikaliotis, Ivanka (DCP)
Sent: Tuesday, 20 March 2018 3:19 PM
To: DCP:Region North Documentation
Subject: N/ERF0115 - - ERF

For Sue's approval

Ivanka Trikaliotis

Senior Business Support Officer

Department for Child Protection / Salisbury Office 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au



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Fenech, Christian (DCP)

From: Nesbitt, Marian (DCP)
Sent: Wednesday, 2 May 2018 12:04 PM
To: DCP:Region North Documentation
Subject: FW: Not Approved - N/ERF0115 - / - ERF
Attachments:

Hi Sandie,

As per Director request below we have followed up and determined the following costs:

6 month lease of vehicle – contacted Tod Johnson, Fleet Co-ordinator and he advised 6 month lease is no longer available. We could assign one of our govt vehicles to the family but that is not viable as Salisbury office is already at full capacity use of all our vehicles.

6 month hire of vehicle =

Could you please forward this information for further consideration by Director?
 Thankyou

Regards,

Marian Nesbitt

Business Manager, Salisbury DCP Office

Department for Child Protection / 16-18 Ann Street, Salisbury 5108

t (08) 82094949 e Marian.Nesbitt@sa.gov.au w www.childprotection.sa.gov.au



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From: Wortmeyer, Sandra (DCP) **On Behalf Of** DCP:Region North Documentation
Sent: Tuesday, 1 May 2018 3:39 PM
To: Trikaliotis, Ivanka (DCP)
Cc: Juett, Chantel (DCP); McGinlay, Sondra (DCP)
Subject: Not Approved - N/ERF0115 - ERF

Not Approved – Please see Sue's comments.

"Will support 6 month lease car arrangement – please seek quotes for most cost effective price. Review post 6 month date"

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

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From: Trikaliotis, Ivanka (DCP)
Sent: Tuesday, 20 March 2018 3:19 PM
To: DCP:Region North Documentation
Subject: N/ERF0115 -

- ERF

For Sue's approval

Ivanka Trikaliotis

Senior Business Support Officer

Department for Child Protection / Salisbury Office 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au



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Fenech, Christian (DCP)

From: DCP:Region North Documentation
Sent: Wednesday, 1 August 2018 1:06 PM
To: Nesbitt, Marian (DCP)
Subject: Approved - N/ERF0167 - ERF -
Attachments:

Hi Marian

Please note this has been approved for lease only.

See Sue's comments "Purchase of vehicle **not approved**"

"Approval of 6 month lease with review whilst financial policies are reviewed.

Carer to complete agreement form and carer to note in particular at **dot point 2.**

ie any damages to be the full responsibility of carer"

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Nesbitt, Marian (DCP)
Sent: Tuesday, 24 July 2018 9:10 AM
To: DCP:Region North Documentation
Subject: N/ERF0167 - ERF -

Hi Sandie,

Please find attached ERF applications for . (resent – needed Mgr signature; and
 (not sure if I sent this one last week?)

Thanks

Regards,

Regards,

Marian Nesbitt

Business Manager, Salisbury DCP Office

Department for Child Protection / 16-18 Ann Street, Salisbury 5108

t (08) 82094949 e Marian.Nesbitt@sa.gov.au w www.childprotection.sa.gov.au



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Fenech, Christian (DCP)

From: Wortmeyer, Sandie (DCP) on behalf of DCP:Region North Documentation
Sent: Monday, 10 December 2018 3:12 PM
To: Cheverton, Megan (DCP)
Subject: N/ERF0244 - ERF
Attachments:

H Megan

Was there any previous ERF's for the lease of the vehicle?

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Smith, Rebecca (DCP)
Sent: Friday, 7 December 2018 10:01 AM
To: DCP:Region North Documentation
Cc: Trikaliotis, Ivanka (DCP)
Subject: N/ERF0244 - ERF

Good morning,

Please see attached Exceptional Resource Funding Request Application.

Kind regards

Rebecca Smith
 Case Worker

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108
t (08) 8209 4910 e Rebecca.smith8@sa.gov.au w www.childprotection.sa.gov.au
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Fenech, Christian (DCP)

From: Wortmeyer, Sandie (DCP) on behalf of DCP:Region North Documentation
Sent: Thursday, 13 December 2018 11:26 AM
To: Smith, Rebecca (DCP)
Cc: Trikaliotis, Ivanka (DCP); Cheverton, Megan (DCP)
Subject: Approved - N/ERF0244 - ERF
Attachments:

Approved – Please note Sue’s comments.

“Lease agreement section must be completed with carer”



Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Smith, Rebecca (DCP)
Sent: Friday, 7 December 2018 10:01 AM
To: DCP:Region North Documentation
Cc: Trikaliotis, Ivanka (DCP)
Subject: N/ERF0244 - ERF

Good morning,

Please see attached Exceptional Resource Funding Request Application.

Kind regards

Rebecca Smith

Case Worker

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4910 e Rebecca.smith8@sa.gov.au w www.childprotection.sa.gov.au

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Fenech, Christian (DCP)

From: Wortmeyer, Sandie (DCP) on behalf of DCP:Region North Documentation
Sent: Tuesday, 11 December 2018 1:41 PM
To: Cheverton, Megan (DCP)
Subject: RE: N/ERF0244 - ERF

Thanks Megan

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Cheverton, Megan (DCP)
Sent: Tuesday, 11 December 2018 12:41 PM
To: DCP:Region North Documentation
Subject: RE: N/ERF0244 - ERF

Im sorry we didn't do this.

The carer booked the car in her name but we paid for the cost

Kind regards,

Megan Cheverton

Supervisor – Team E

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4910 f (08) 8209 4999 e megan.cheverton@sa.gov.au w www.childprotection.sa.gov.au

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From: Wortmeyer, Sandra (DCP) **On Behalf Of** DCP:Region North Documentation
Sent: Monday, 10 December 2018 4:38 PM
To: Cheverton, Megan (DCP)
Subject: RE: N/ERF0244 - ERF

Thanks Megan,

Did you do a lease agreement between the Department and the Carer, is so could you forward that to me please?

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Cheverton, Megan (DCP)
Sent: Monday, 10 December 2018 4:10 PM
To: DCP:Region North Documentation
Subject: RE: N/ERF0244 - ERF

Hi Sandra,

No this is the first EFR. Initial planning was for ' to stay in respite for one week with the view to settle the conflict and return her to placement however
The complexity has increased with Care concerns being raised and : currently refusing to return.
We sourced the vehicle only for a short period initially with Manager financial delegation as at that time we did not anticipate the extension

Kind regards,

Megan Cheverton

Supervisor – Team E

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4910 f (08) 8209 4999 e megan.cheverton@sa.gov.au w www.childprotection.sa.gov.au



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34 **From:** Wortmeyer, Sandra (DCP) **On Behalf Of** DCP:Region North Documentation
Sent: Monday, 10 December 2018 3:12 PM
To: Cheverton, Megan (DCP)
Subject: N/ERF0244 - ERF

H Megan

Was there any previous ERF's for the lease of the vehicle?

Sandie Wortmeyer

Executive Assistant to the Director, North Region

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Smith, Rebecca (DCP)
Sent: Friday, 7 December 2018 10:01 AM
To: DCP:Region North Documentation
Cc: Trikaliotis, Ivanka (DCP)
Subject: N/ERF0244 - ERF

Good morning,

Please see attached Exceptional Resource Funding Request Application.

Kind regards

Rebecca Smith

Case Worker

Department for Child Protection / Northern Guardianship Office, 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4910 e Rebecca.smith8@sa.gov.au w www.childprotection.sa.gov.au

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Fenech, Christian (DCP)

From: Wortmeyer, Sandie (DCP) on behalf of DCP:Region North Documentation
Sent: Tuesday, 12 February 2019 2:02 PM
To: Trikaliotis, Ivanka (DCP)
Cc: Willson, Rachel (DCP)
Subject: Approved - N/ERF0338 - - ERF
Attachments:

Approved – please note Sue’s comments.
“Option B – Lease due to current review of policy by finance”

Sandie Wortmeyer

Executive Assistant to Sue Barr, Regional Director - North

Department for Child Protection / North Region, 18 Langford Drive, ELIZABETH SA 5112

t (08) 8207 9041 e sandra.wortmeyer@sa.gov.au w www.childprotection.sa.gov.au

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From: Trikaliotis, Ivanka (DCP)
Sent: Monday, 11 February 2019 4:30 PM
To: DCP:Region North Documentation
Subject: N/ERF0338 - " - ERF

For Sue's approval

Ivanka Trikaliotis

Senior Business Support Officer

Department for Child Protection / Salisbury Office 16-18 Ann Street, Salisbury, 5108

t (08) 8209 4971 f (08) 8209 4999 e ivanka.trikaliotis@sa.gov.au w www.childprotection.sa.gov.au

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Please consider the environment before printing my email.

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Fenech, Christian (DCP)

From: Barr, Sue (DCP)
Sent: Tuesday, 29 January 2019 3:29 PM
To: Scanlon, Anne-Marie (DCP)
Cc: Wortmeyer, Sandie (DCP); Lynch, Belinda (DCP)
Subject: Approved - N/ERF0321 - URGENT: approval for hire car to be extended for a further two weeks

Approved . 2 weeks

Sandie are you able to identify all car lease arrangements and see when expiry dates are?
I'm concerned that this may happen more than on this occasion .

Re I . Has all the paperwork been properly done for this in case there are complications ?

Sue Barr
Regional Director , North
Department for Child Protection

Sent from my iPhone

39

On 29 Jan 2019, at 3:02 pm, Scanlon, Anne-Marie (DCP) <Anne-Marie.Scanlon@sa.gov.au> wrote:

Hello Sue,
My apologies for this very late request. This relates to _____ years old. _____ was in
placement with _____ and then moved to her respite carer _____. She remains
with _____. Currently.

_____ rang me half an hour ago and advised me that the _____ lease (ERF attached) expires today.
_____ has multiple stressors on her and the family at the moment, with the largest being her
_____ having _____ surgery tomorrow.

Can I please seek approval for the _____ to be extended for a further two weeks to allow us time to
meet with _____ and further discuss _____ needs? Given the surgery I am seeking longer than
one week to allow the family time to manage competing priorities.

We will forward appropriate approval as needed follow a meeting with

Thank you
Anne-Marie

40
Fenech, Christian (DCP)

From: Kamil, Alice (DCP)
Sent: Wednesday, 4 July 2018 11:13 AM
To: Phillips-Zota, Gemayel (DCP)
Cc: Nesbitt, Marian (DCP)
Subject:
Attachments:

Approved.

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From: Phillips-Zota, Gemayel (DCP)
Sent: Friday, 15 June 2018 3:51 PM
To: DCP:Region North Documentation
Subject: N/ERF0146 - Exceptional Resource Funding Request Application

Hello,

Please find attachment documents for Sue Barr's consideration.

Kind regards,

Gemayel Phillips-Zota
Social Worker
Guardianship Team D
Department for Child Protection
16-18 Ann Street, SALISBURY SA 5108
Tel: 82094910



Government of South Australia
Department for Child Protection

*For all children and young people to grow up cared for,
connected and empowered to reach their full potential*

RESPECT TRUST COURAGE

I acknowledge the land I work on is the traditional lands of the Kaurna people and I respect their spiritual relationship with their country. I also acknowledge the Kaurna people as the custodians of the Adelaide region and that their cultural heritage and cultural beliefs are still as important to the living Kaurna people today.



I SUPPORT CONSTITUTIONAL RECOGNITION
OF THE FIRST AUSTRALIANS

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Fenech, Christian (DCP)

From: DCP:Communications <dcppcommunications@sa.gov.au@cmail19.com> on behalf of DCP:Communications
Sent: Thursday, 27 September 2018 3:35 PM
To: Legedza, Christie (DCP)
Subject: A message from the CFO - Exceptional Resource Funding



Exceptional Resource Funding Procedure review

Dear Colleagues

The DCP Exceptional Resource Funding Procedure is currently being reviewed against other government agencies policies and practices.

During the review period, all applications associated with home modifications / extensions / alterations and the purchasing of vehicles will not be approved, effective immediately.

Applications associated with non-government school enrolments and payment of fees, non-government Education Service Officers (ESO) or School Services Officers (SSO), insurance claims between \$1,000 - \$10,000, leasing of vehicles and other qualifying applications above \$5,000 can continue to be submitted to your Regional Director for consideration.

The Exceptional Resource Funding Procedure, forms and supporting documentation have been updated on the intranet to reflect the above interim process. Please discard any printed copies of the previous procedure.

Further advice will be provided once the formal review is complete.

Kind regards,

Jennifer Browne
Chief Financial Officer



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