



Aboriginal and Torres Strait  
Islander health practice  
Chinese medicine  
Chiropractic  
Dental  
Medical  
Medical radiation practice  
Nursing and Midwifery

Occupational therapy  
Optometry  
Osteopathy  
Pharmacy  
Physiotherapy  
Podiatry  
Psychology

## Agency Management Committee - Decisions and Actions

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**Meeting number:** 2012/07

**Meeting date:** 03 July 2012

**Meeting time:** 10:00am

**Meeting venue:** AHPRA, National Office, 111 Burke St, Melbourne

### Members present

Mr Peter Allen, Chair

Mr Michael Gorton

Professor Genevieve Gray (for items 1.1 – 6.6)

Professor Con Michael

Professor Merrilyn Walton

### In attendance

Mr Chris Robertson – A/Chief Executive Officer

Mr John Illott – Director, Finance and Corporate Operations

Mr Jim O'Dempsey - Director, Business Improvement and Innovation

Ms Dominique Saunders – General Counsel

Ms Lisa Wardlaw-Kelly – Project Director NRAS 2012

Ms Deena Nunn - Executive Assistant to Chief Executive Officer, Minute Secretary

### Apologies

Mr Martin Fletcher – Chief Executive Officer

## Part One

### **Item 1** Welcome and general overview

#### **Item 1.1** Disclosure of any conflicts of interest in relation to agenda items

In accordance with Clause 8 of Schedule 2 of the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law), members declared any possible conflict of interest in relation to agenda items for consideration by the Committee.

Mr Gorton disclosed an interest with regards to Part 2, Item 8.1, Legal update, Procurement of legal services. Mr Gorton was not present for any discussion the Committee had about Procurement of legal services for AHPRA.

Professor Michael disclosed an interest with regards to Part 2, Item 8.1, Legal update in relation to a specific matter. Professor Michael was not present for any discussion the Committee had about the specific matter.

### **Item 2** Record of previous minutes

#### **Item 2.1** Record of Decisions and Actions arising from next meeting

Committee members confirmed the Decisions and Actions document, from the meeting held on 5 June 2012 as a true record of the meeting.

### **Item 3** Current Situation

#### **Item 3.1** Update from Chair, A/CEO and Members

Committee members noted the verbal update provided by Mr Allen including:

- The work of AHPRA with the National E-Health Transition Authority and the results of an information security audit.

Committee members noted the verbal update provided by Mr Robertson including:

- Discussions between AHPRA and National Boards to implement cost effective support arrangements for Board work programs, focused initially on the Nursing and Midwifery Board of Australia
- NRAS 2012 Board member appointment decisions are being progressed by the Ministerial Council
- An update on the matters being considered by the Crime and Misconduct Commission in Queensland in relation to the preliminary assessment by Richard Chesterman.

#### **Item 3.2** Action Summary July 2012

Committee members noted the Action Summary for July 2012. The all-Boards paper considered at June meetings, on timeframes for dealing with notifications, will be circulated out of session.

### **Item 4:** Items for Decision/Discussion

#### **Item 4.1** 2012/13 Business Plan

Mr Ilott provided an update to Committee members.

The Committee approved the final draft of the 2012/13 Business Plan, subject to final budget.

#### **Item 4.2** Community Engagement Strategy

Committee members noted the update provided by Mr Robertson and the proposal from the Consumers Health Forum (CHF) and the intention to engage the CHF in supporting the ongoing community engagement strategy.

### **Item 4.3 Accommodation Strategy**

Mr Ilott provided Committee members with an update on accommodation needs particularly as this relates to National Office. Options to lease additional accommodation to address these needs were discussed. Further information will be provided to the Committee to address in more detail current and future needs and options to address current accommodation pressures.

### **Item 4.4 Ownership, Accountability and Assurance Framework – National Registers**

The Committee noted the update provided by Mr O'Dempsey and:

1. Provided feedback on the framework
2. Requested further advice be provided on broader policy recommendations regarding transparency
3. Agreed a paper be prepared for National Boards to advise current situation.

### **Item 5 Performance Reporting and Risk Management**

#### **Item 5.1 Operational Update**

Mr O'Dempsey provided members with an update and Committee members noted:

- The business operations reports for May 2012
- The report will include an additional table detailing workload data
- Discussion of the interface with co-regulatory arrangements in NSW.

#### **Item 5.2: Business Improvement Portfolio Report**

Committee members noted the update provided by Mr O'Dempsey and the programme and project reports.

### **Item 6: Items for Noting**

#### **Item 6.1: Joint Response to Lost in the Labyrinth Report**

Committee members noted the joint response to the Lost in the Labyrinth Report developed in conjunction with the Medical Board of Australia, the Australian Medical Council, the Committee of Presidents of Medical Colleges and AHPRA.

#### **Item 6.2: Key issues from June Board meetings**

The Committee noted the key issues from June Board meetings including:

- The accreditation review process and current arrangements for existing Boards, and an update on the 4 new Boards
- That all Boards have agreed to continue the Fast Track application process
- The draft policy on the Management of Blood Borne Viruses.

#### **Item 6.3: Summary of National Board Services Board Projects**

Committee members noted the advice about National Board Services and the summary of board projects.

#### **Item 6.4: Consultation Update**

Committee members noted the consultation update.

#### **Item 6.5: Management Calendar 2011/2012**

Committee members noted the updated Management Calendar.

#### **Item 6.6: NRAS 2012 Combined meeting update**

The Committee noted the feedback from the pre-event survey and the status of the provisional program.

### **Close**

There being no further business, the Chair thanked the members for their participation and declared the meeting closed at 1:40pm.

### **Next meeting**

The next meeting of the Agency Management Committee will be held on Wednesday 15 August 2012 at the AHPRA National Office, 111 Bourke Street, Melbourne, commencing at 11:00am.