



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

Meeting number: 2015/05

Meeting date: 19 May 2015

Meeting time: 11:00 – 13:05

Meeting venue: AHPRA National Office, via teleconference

Members present

Mr Ian Smith, PSM, Presiding Member

Ms Jenny Taing

Ms Barbara Yeoh

Professor Con Michael, AO, via teleconference

Mr David Taylor, via teleconference

Professor Merrilyn Walton AM

Ms Karen Crawshaw, PSM, via teleconference (not present for items 1.1, 1.2, 1.3, 1.4, 1.5, 1.6 and 2)

In attendance

Mr Martin Fletcher, Chief Executive Officer

Mr Chris Robertson, Executive Director, Strategy and Policy, via teleconference

Ms Kym Ayscough, Executive Director, Regulatory Operations

Ms Sarndrah Horsfall, Executive Director, Business Services

Ms Deena Jones, Manager, Executive Secretariat

Apologies

Mr Michael Gorton, AM, Chair

Item 1 Chair's welcome and introduction

The CEO, prior to election of a Presiding Member, welcomed members to the 19 May 2015 meeting.

Item 1.1 Election of a Presiding Member

Members:

1. Agreed to elect Mr Ian Smith, PSM as Presiding Member for the 19 May 2015 meeting.
2. Noted that it is appropriate for the elected member to be identified as the 'Presiding Member' in documentation from meetings held in the absence of the AHWMC-appointed Chair.
3. Authorised the Presiding Member to exercise the responsibilities that would usually be exercised by an AHWMC-appointed Chair.

Members requested that, wherever possible, a Presiding Member is determined at the meeting preceding the planned absence of the Chair so that the elected person can appropriately prepare for the meeting.

Item 1.2 Apologies for absence

Members noted apologies from Mr Michael Gorton, AM, Chair.

Item 1.3 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 Smith and Professor Michael, AO disclosed an interest at item 7.1 *Proposed revisions to Travel Policy* concerning personal impact on travel if the policy is endorsed.

Mr Smith and Professor Michael took part in the discussion and agreed to the recommendation to engage in further consultation with National Boards.

Item 1.4 Approval of agenda

Members approved the agenda.

Item 1.5 Record of previous minutes

Members confirmed the Decisions and Actions from 21 April 2015 meeting, as amended, as a true and correct record of the meeting.

Amendment

Members present

Note that Ms Taing was not present for item 7.4.

Item 1.6 Actions arising

Members noted the actions summary.

Mr Fletcher will circulate information about the seminar on workforce reform which is being organised in association with the Workforce Reform Committee of the Chairs Forum.

Item 2 Chair's report

Members noted Professor Walton's recent appearance at the Royal Commission into Institutional Responses to Child Sexual Abuse at Sydney.

Item 3 CEO report

Members noted the written and verbal update provided by Mr Fletcher including:

- Dr Peggy Brown, outgoing Chair, Australian Health Ministers' Advisory Council (AHMAC) attended a recent meeting of the Forum of Chairs to discuss the current status of the NRAS review.
- Dr Pradeep Philip, Chair, Health Workforce Principal Committee (HWPC) will meet with National Board Chairs next week, to discuss progress of the NRAS review and planned opportunities for further targeted consultation. Mr Gorton will attend this meeting on behalf of the Agency Management Committee. Committee members expressed the importance of being part of further deliberations about responding to the Review, in conjunction with National Boards.
- Key issues arising from the Royal Commission into Institutional Responses to Child Sexual Abuse recent hearings on how institutions have responded to allegations of child sexual abuse in private medical practices and public hospitals. Members discussed emerging lessons and current protocols

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in relation to responding to adult survivors of child sexual assault, including the formation of a specialist response team for any enquiries or notifications which may arise as a result of the Royal Commission. Members also noted wider issues to explore in the interface between AHPRA and local police forces, including when matters are placed on hold.

- An update on practitioner matters including:
 - A finding by the Queensland Civil and Administrative Tribunal that ordered a former Queensland based medical practitioner must never be registered in the medical profession again in Australia. International regulatory authorities will be advised of this outcome.
 - The recent execution of a warrant.
- A meeting with the Australian Government Department of Defence and a follow up meeting to discuss the interface in relation to notifications processes. Members noted an update will be provided at a future meeting.
- Members sought further information about any data arrangements in place with private health insurers.

Item 4 Finance, Audit and Risk Management Committee

Item 4.1 Financial report – April 2015

Members:

1. noted the key items identified in the April 2015 financial reports.
2. noted the April 2015 consolidated income and expenditure report.
3. noted the April 2015 consolidated balance sheet report for AHPRA.
4. noted the April 2015 financial summary of National Board performance.

Item 5 Performance Committee

Members noted the Performance Committee is scheduled to be held on Wednesday 20 May 2015.

Item 6 Remuneration Committee

Members noted the Remuneration Committee is scheduled to meet on Tuesday 16 June 2015.

Item 7 Business items – Business Services

Item 7.1 Proposed revisions to Travel Policy

Members discussed proposed revisions to the AHPRA domestic travel policy.

Members agreed to consult with National Boards, prior to a final position being decided by the Agency Management Committee.

Members highlighted the importance of the consultation paper clearly setting out a range of options, clear costings, comparators and careful exploration of implications of any changes in the policy.

Item 7.2 Annual Report 2014/15

Members noted a proposed revised approach to the annual report format and provided feedback, in particular further opportunities to streamline the report.

Item 8 Business items – Regulatory Operations

Item 8.1 Legal update

Members noted the Legal Update for May 2015.

Item 9 Business items – Strategy and Policy – Nil

Item 10 Other items

Item 10.1 Proposed meeting dates 2016

Members noted a further proposal will be prepared for the Committee's consideration. There was support for up to three meetings being held outside Victoria, including a proposed meeting in Darwin.

Item 10.2 Authorisation of CEO to approve corporate airfares agreement

Members:

1. noted that AHPRA is entering into a new corporate airfares agreement with Qantas which exceeds the CEO financial delegation.

2. noted the value of the agreement
3. noted that the maximum amount over the life of the contract is above the CEO's current financial delegation of \$2 million
4. authorised the CEO to sign the agreement, once finalised.

Item 10.3 Other items

Ms Yeoh raised the emerging issue of family violence and the need for further work on the role of health practitioners in identifying and responding to these issues.

Discussion also occurred about the status of work underway to review and where possible streamline the Committee structure within the National Scheme.

Close

With no further items to discuss, the Presiding Member called the meeting to a close at 13:05.

Next meeting:

The next meeting of the Agency Management Committee will be held on 16 June 2015, at the AHPRA National Office.

References in these papers to the National Law refer to the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law).

All papers prepared by the Australian Health Practitioner Regulation Agency.