



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:** 2016/03

**Meeting date:** 15 Mar 2016

**Meeting time:** 10:00 to 12:00 AEDT

**Meeting venue:** Via teleconference

### Members present

Mr Michael Gorton, AM, Chair

Ms Jenny Taing

Mr David Taylor

Ms Barbara Yeoh

Mr Ian Smith, PSM

Professor Merrilyn Walton AM

Ms Karen Crawshaw, PSM

Dr Peggy Brown joined meeting at 11am

### In attendance

Mr Martin Fletcher CEO

Mr Chris Robertson, Executive Director, Strategy and Policy

Ms Kym Ayscough, Executive Director, Regulatory Operations

Ms Sarndrah Horsfall, Executive Director, Business Services

Ms Michelle Rowe, Executive Assistant

## **Item 1 In Camera meeting**

Members met in camera at the end of the business meeting.

## **Item 2 Welcome and introduction**

The Chair welcomed members to the 15 March 2016 Agency Management Committee meeting. Mr Gorton congratulated Dr Brown on her new appointment to the Committee and congratulated Mr Smith, and Ms Crawshaw on their re-appointments. Mr Gorton also noted that he had been re-appointed as Chair.

### **Item 2.1 Apologies for absence**

Nil, noting that Dr Brown would be joining the meeting late.

### **Item 2.2 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.

No conflict of interest was declared.

### **Item 2.3 Approval of agenda**

Members approved the agenda.

### **Item 2.4 Record of previous meeting minutes – 16 February 2016**

Members confirmed Decisions and Actions from the 16 February 2016 meeting as a true and correct record of the meeting.

### **Item 2.5 Actions arising**

Members noted the actions summary.

## **Item 3 Chair's report**

Members noted the update provided by Mr Gorton including:

- A recent meeting with the Victorian Health Minister The Hon Jill Hennessy, including feedback on the recent KPMG review.
- Meeting with Ms Deb Frew, Deputy Director Workforce, NSW Health and member of the Health Workforce Principal Committee on the proposed next steps in the governance review arising from the NRAS Review.
- Meeting with Ms Fran Thorn, Deloitte and the CEO.
- Attendance at the February 2015 National Forum of Chairs face to face meeting and his new role as co-convenor of the Forum of NRAS Chairs with Dr Joanna Flynn.

## **Item 4 CEO report**

### **Item 4.1 CEO update**

Members noted the CEO report and the update provided by Mr Fletcher including:

- An update on the continued increase in notifications in Queensland. Strategies are in place with further resourcing and the creation of a National Medical Assessment Team.
- The Queensland Health Minister is yet to respond to Mr Gorton's letter of 17 February 2016 on the funding arrangements. Mr Fletcher will meet with Mr Michael Walsh, Director-General, Queensland Health on 17 March 2016 in Brisbane.
- An update on the ongoing management of regulatory issues associated with Djerriwarrh Health Service. The Management Committee discussed the timing and content of possible future public statements, including the information to be provided on the outcomes of the KPMG review process.
- Mr Stephen Duckett has been appointed by the Victorian Health Minister to review and advise on hospital safety and quality assurance in Victoria. Mr Fletcher will meet with Mr Duckett on Wednesday 16 March 2016.

## **Item 5 Finance, Audit and Risk Management Committee (FARM Committee)**

### **Item 5.1 Draft decisions and actions from meeting held on 15 February 2016**

Members noted the draft FARM Committee minutes of its 15 February 2016 meeting.

## **Item 6 Performance Committee**

### **Item 6.1 Draft decisions and actions from meeting held on 11 February 2016**

Members noted the draft Performance Committee minutes of its 11 February 2016 meeting.

### **Item 6.2 Publication of Performance Reports**

Members endorsed the publication of quarterly jurisdictional performance reports on the AHPRA website to commence from April 2016 (for the second quarter of 2015/16).

Members provided feedback that the footnotes between pages 7 and 10 need to be clearer and the definition of Statutory Offences requires explanation at the beginning of the paragraph on page 22.

### **Item 6.3 Performance Committee 2015 Annual report**

Members endorsed the Performance Committee Annual Report for 2015 for noting by National Boards and publication on the AHPRA website.

## **Item 7 Remuneration Committee**

Members noted the Remuneration Committee is scheduled to meet in May 2016 and the ongoing work with Price Waterhouse Coopers on executive pay scales and our reward strategy.

## **Item 8 Business items – Regulatory Operations**

### **Item 8.1 Review of Compliance Management - ACT**

Members noted the root cause analysis and discussed the management response to specific recommendations.

The Committee requested that the Finance, Audit and Risk Management committee consider the timing of a review of the Work Health and Safety Management Framework as part of the program of internal audit.

### **Item 8.2 Work to improve the notifier and practitioner experience**

Members noted the update on activities underway to improve the notifier and practitioner experience.

## **Item 9 Business items – Business Services**

### **Item 9.1 Dental Board of Australia Registrant renewal fees from the renewal period commencing 1 December 2016**

Members noted and discussed the Dental Board of Australia - Registrant renewal fees from the renewal period commencing 1 December 2016 business case. Further advice on options will be provided.

### **Item 9.2 Psychology Board of Australia Registrant renewal fees from the renewal period commencing 1 December 2016**

Members noted and discussed the Psychology Board of Australia - Registrant renewal fees from the renewal period commencing 1 December 2016 business case. Further advice on options will be provided.

### **Item 9.3 Budget 2016/17**

Ms Horsfall provided members with a verbal update on the status of the 2016/17 budget for AHPRA and National Boards.

## **Item 10 Business Items – Strategy and Policy**

### **Item 10.1 Implementation of NRAS review outcomes**

Members:

1. noted the update report on implementation of the outcomes of the Review
2. noted the feedback from the Australian Health Ministers' Advisory Council (AHMAC) meeting of 19 February 2016, and their request for further information from the National Scheme for their teleconference on 18 March 2016
3. noted feedback from National Boards on the draft paper of joint advice on building the efficiency and effectiveness of the National Scheme, including the addendum of the Agency Management Committee on consolidation of National Boards

4. endorsed the draft paper of joint advice from National Boards and the Agency Management Committee on building the efficiency and effectiveness of the National Scheme, for forwarding to AHMAC
5. authorised the Chair to finalise the joint advice through the Forum of NRAS Chairs
6. endorsed the draft advice from the Agency Management Committee on consolidation of National Boards for forwarding to AHMAC
7. noted the draft terms of reference prepared by NSW as lead jurisdiction for the Governance Review stream of the NRAS review implementation program, and that Ms Deborah Frew, HWPC member, NSW will speak to this item at the Forum of NRAS Chairs meeting on 15 March 2016, and
8. noted the draft terms of reference on the review of committees supporting National Boards.

#### **Item 11 Other business**

##### **Next meetings:**

Next meetings of the Agency Management Committee:

- 19 April 2016, Adelaide – Strategic Review session (all day).
- 26 April 2016, Melbourne – Business meeting.
- 17 May 2016, via teleconference
- 21 June 2016, Darwin
- 19 July 2016, via teleconference
- 26 August 2016, Melbourne (NRAS Combined meeting)
- 20 September 2016, via teleconference
- 18 October 2016, Hobart
- 15 November 2016, via teleconference
- 20 December 2016, Melbourne

##### **Close**

With no further items to discuss, the Chair called the business meeting to close at 11.32am.

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.