



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: 2016/06

Meeting date: 20 June 2016

Meeting time: 14:30 to 18:00

Meeting venue: AHPRA Darwin office

Members present

Mr Michael Gorton, AM, Chair

Mr David Taylor

Ms Barbara Yeoh

Professor Merrilyn Walton AM

Dr Peggy Brown (not present for all items at 1, 2 and 3)

Mr Ian Smith, PSM

In attendance

Mr Martin Fletcher CEO (not present for item 1.0)

Mr Chris Robertson, Executive Director, Strategy and Policy (not present for item 1.0)

Ms Kym Ayscough, Executive Director, Regulatory Operations (not present for item 1.0)

Ms Sarndrah Horsfall, Executive Director, Business Services (not present for item 1.0)

Ms Deena Jones, Manager, Executive Secretariat (not present for item 1.0)

Apologies

Ms Karen Crawshaw, PSM

Ms Jenny Taing

Item 1 In Camera meeting

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

Item 2 Welcome and introduction

The Chair welcomed members to the 20 June 2016 Agency Management Committee (AManC) meeting.

Item 2.1 Apologies for absence

Members noted apologies from Ms Karen Crawshaw, PSM and Ms Jenny Taing.

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 – 17 May 2016

Members confirmed Decisions and Actions from the 17 May 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:

- Recent meetings held in the Northern Territory including with:
 - the Northern Territory Health Minister The Hon. John Elferink MLA which included discussion of the new Regulatory Operations operating model
 - Mr Stephen Dunham, Health and Community Services Complaints Commissioner who enjoys a strong relationship with the AHPRA Darwin office, and
 - Professor Len Notaras AM, CEO, Northern Territory Department of Health.

Item 3.1 Notifications Working Group

Mr Smith provided members with an update of the inaugural Notifications Working Group meeting including progress made against 22 items on the notifications management action plan.

The Notifications Working Group has requested greater specificity in relation to reporting on any ongoing work and further advice about current targets to identify possible gaps and areas in which the Agency Management Committee may need to be clearer on measurable performance expectations.

Item 4 CEO report

Item 4.1 CEO update

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

- As required by the Queensland Minister of Health, funds have been transferred from AHPRA to the Office of the Health Ombudsman for 2014/15 funding arrangements of the co-regulatory model. Members noted AHPRA has commented on draft Terms of Reference to inform an independent financial review of the methodology for funding decisions.
- The outcomes of a recent meeting with the Heads of Health Practitioner Disciplinary Tribunals and issues explored.
- The current focus of work of the Statutory Offences Unit (SOU) including chiropractic advertising. Members noted the intent to meet quarterly with the Friends of Science in Medicine to address any ongoing issues.
- Attendance at the World Health Professions Regulation Conference in Geneva.

Ms Horsfall provided members with an update of:

- The AHPRA Estates Strategy 2015-2019 which guides AHPRA's property leasing program for the next five years.

- The overall financial impact of the proposed Enterprise Agreement.

Members noted the receipt of independent legal advice on a range of financial issues. The advice will be considered, in the first instance, by the Finance, Audit and Risk Management Committee.

Members discussed organisational changes in the Regulatory Operations Directorate and further advice to be provided on changes to executive roles as part of regular reporting to the Remuneration Committee.

Item 5 Items for decision

Item 5.1 Approval of 2016/17 Business Plan

Members discussed the 2016/17 Business Plan and recommended the inclusion of work underway on a research strategy and workforce issues. Members also requested that reference to the triage process is included at initiative number 3 - Implementation of a revised AHPRA operating model to improve performance.

Noting the above inclusions, members approved the 2016/17 business plan.

Item 5.2 Approval of 2016/17 budget

Members noted and discussed the 2016/17 interim budget

The Management Committee noted the 2016/17 budget will be further considered by the Finance, Audit and Risk Management Committee in July, in order to provide a recommendation to the AManC.

Item 5.3 Approval of Notifications Working Group – Terms of Reference

Members approved the Notifications Working Group Terms of Reference.

Item 5.4 Approval of Whistleblower Policy

Members provided feedback on the Public Interest Disclosure (Whistleblower) Policy including the need to make clearer the mechanisms for consultation that occurs between the appointed Public Interest Disclosure Officer and the CEO. Members also requested further advice about the appeals mechanisms.

It was decided to defer approval of the policy, subject to these issues being addressed.

Item 5.5 Approval of FARM Committee items

Members approved the AHPRA Capital Expenditure Policy.

Item 5.6 Approval of Enterprise Resource Planning contract

Members noted the Enterprise Resource Planning contract and discussed mechanisms for mitigating risk in relation to performance.

Members authorised the CEO to sign the contract, once finalised.

Item 6 Items for discussion

Item 6.1 Strategic direction 2016-2020

Members noted the actions underway or proposed in relation to strategic directions for AHPRA and the AManC 2016-2020.

Members requested the actions are appropriately reflected in the 2016/17 Business Plan.

Members noted advice will be provided about membership of the AHPRA Research and Evaluation Committee.

Item 6.2 Strategic planning and management framework

Members noted the update on the implementation of the new Strategic Planning and Management Framework.

Item 7 Items for noting

Item 7.1 Summary of outcomes from Bevington Group review

Members noted the summary of findings and actions taken following the Bevington Group's review.

Item 7.2 Update on work to improve the notifier and practitioner experience

Members noted the update on actions to improve the notifier and practitioner experience and the results of ongoing surveying of notifiers on their experience which will inform the next phase of objectives.

Members noted the intent to continue surveying notifiers and the work in progress that focuses on improving the practitioner experience. Members requested that consideration is also given to actions to gain feedback on the employer experience.

Item 7.3 Implementation of NRAS review outcomes

Members noted the potential first tranche of proposed amendments to the National Law and the draft discussion paper for the review of governance arrangements of the National Scheme.

The updated Australian Health Workforce Ministerial Council NRAS – Review of Accreditation Systems draft project plan will be circulated to members out of session.

Item 8 Other business

Nil

Next meetings:

Next meetings of the Agency Management Committee:

- 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 other items to discuss, the Chair called the business meeting to close at 16:55.

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.