



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:** 2015/04

**Meeting date:** 21 Apr 2015

**Meeting time:** 9.00am – 1:00pm

**Meeting venue:** AHPRA Sydney Office, Level 51, 680 George Street, Sydney

### Members present

Mr Michael Gorton, AM, Chair

Ms Jenny Taing, (not present for item 7.4)

Ms Barbara Yeoh

Professor Con Michael, AO

Mr David Taylor

Professor Merrilyn Walton AM

Ms Karen Crawshaw, PSM (not present for items 1.1, 1.2, 1.3, 1.4, 1.5, 2.1 and 2.2)

Mr Ian Smith, PSM

### In attendance

Mr Martin Fletcher, Chief Executive Officer

Mr Chris Robertson, Executive Director, Strategy and Policy

Ms Kym Ayscough, Executive Director, Regulatory Operations

Ms Sarndrah Horsfall, Executive Director, Business Services

Mr Paul Shinkfield, Chair, Forum of National Board Chairs

Dr Wayne Minter AM, Chair, Chiropractic Board of Australia

Ms Deena Jones, Manager, Executive Secretariat

### Apologies

Nil

## **Item 1 Chair's welcome and introduction**

The Chair welcomed members to the 21 April 2015 meeting.

### **Item 1.1 Apologies for absence**

Nil.

### **Item 1.2 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.

Professor Walton disclosed an interest at item 9.2 *legal update*. Professor Walton was present at the Committee's noting of item 9.2.

Mr Smith disclosed an interest at item 7.3 *2015/16 NRAS budget* concerning a proposed amendment to the class of travel for AHPRA staff and Board members. Mr Smith was present for deliberation and discussion.

### **Item 1.3 Approval of agenda**

Members approved the agenda.

### **Item 1.4 Record of previous minutes**

Members confirmed the Decisions and Actions from 17 March 2015 meeting as a true and correct record of the meeting.

### **Item 1.5 Actions arising**

Members noted the actions summary.

## **Item 2 Chair's report**

Mr Gorton updated members about:

- Recent engagement with Health Ministers including very positive meetings with the Victorian Minister of Health, The Hon. Minister Jill Hennessy MP and the Commonwealth Minister for Health The Hon. Sussan Ley MP.
- A meeting with the Forum of Chairs which included discussion about the progress of the three year review.
- Recent and upcoming engagement with National Boards.
- An upcoming visit to AHPRA by Harry Cayton, Chief Executive, Professional Standards Authority, UK and the program of events.

Professor Michael provided members with an update about the Medical Forum meeting in Western Australia which included discussion about the impact of notifications on medical practitioners.

Professor Walton provided members with an update of her work in State and Territory offices, including a recent visit to the South Australian office, the engagement with staff and the opportunities for improvement.

The Chair thanked Professor Walton for her ongoing advice to improve national consistency in notifications processes.

### **Item 2.1 Invited Guest: Dr Wayne Minter AM, Chair, Chiropractic Board of Australia (ChiroBA)**

Dr Wayne Minter AM, Chair, Chiropractic Board of Australia was welcomed to the meeting.

Dr Minter provided members with an overview of the Board's achievements throughout 2014, including stakeholder engagement, the issues facing the ChiroBA (including the constitutional challenge) and the current work of the board. Members noted the positive uptake of a recent survey of practitioners.

The Chair thanked Dr Minter for his presentation and noted issues to follow up including an approach to managing issues with cross-scheme implications.

### **Item 2.2 Update from Mr Paul Shinkfield, Chair of the Chairs Forum**

Mr Paul Shinkfield, Chair, National Forum of Chairs was welcomed to the meeting.

Mr Shinkfield provided members with an update of the April Forum of Chairs meeting including the interest of Chairs in potential NRAS review outcomes. The Chairs have held a helpful teleconference

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Agency Management Committee

meeting with Dr Peggy Brown, Chair, Australian Health Ministers' Advisory Council (AHMAC) to raise any issues.

Dr Peggy Brown along with incoming AHMAC Chair, Dr David Swan will attend the May Forum of Chairs' face to face meeting for further discussion.

Mr Shinkfield provided members with an update of the Committees of the Forum of Chairs.

Mr Shinkfield and Dr Minter thanked the Committee for inviting them to attend the successful Agency Management Committee NSW stakeholder dinner held on Monday 20 April.

### **Item 3 CEO report**

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

- The decisions made by the Australian Health Workforce Ministerial Council (AHWMC) at its recent meeting as published in its Communiqué.
- Mr Fletcher and the Queensland Health Ombudsman, Mr Leon Atkinson- MacEwen have agreed an approach to an informal review of the first year of the new complaint handling arrangements, informed by the development of an issues paper.

Members discussed the current status of the co-regulatory arrangements in Queensland and the areas to be explored in the issues paper, drawing on data wherever possible.

#### **Item 3.1 Presentation – Progress update on work**

Mr Roger Perry, Managing Director, Bevington Group provided members with a presentation on the work underway to inform the future development of a regulatory information system.

### **Item 4 Finance, Audit and Risk Management Committee**

#### **Item 4.1 March 2015 financial report**

Members:

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

#### **Item 4.2 Legislative Compliance Report**

Members noted the final Legislative Compliance Report.

Members noted the Legislative Compliance Report will continue to be monitored through the Finance, Audit and Risk Management Committee.

#### **Item 4.3 Corporate Assurance Policy**

Members approved the Corporate Assurance Policy, noting some final amendments to be made.

Members noted Mr Fletcher will include the policy as an attachment to the next CEO update to National Boards.

#### **Item 4.4 Investment Policy**

Members approved the revised investment policy. Members noted Mr Fletcher will include the policy as an attachment to the next CEO update to National Boards and it will be published on the AHPRA website.

### **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 – planning and budget**

#### **Item 7.1 NRAS Strategic Plan**

Members noted the presentation provided by Mr Fletcher and Mr Robertson and provided feedback on the proposed approach outlined and the draft NRAS strategy 2015-2020.

Members noted engagement with National Boards will commence and an updated strategy will be provided to the Committee for further consideration.

#### **Item 7.2 2015/16 AHPRA Business Plan**

Members provided feedback and endorsed the final draft of the plan.

The Chair acknowledged the work of staff involved in developing the business plan.

#### **Item 7.3 2015/16 NRAS budget**

Members noted the presentation provided by Ms Horsfall and provided feedback on the 2015/16 NRAS budget.

The Management Committee noted further work will be undertaken to provide a clear view of the impact and benefit of the proposed transformational work over the next three years. Specific information about benefits must also be clearly communicated to National Boards.

Members noted that proposals to deliver efficiencies back to the scheme such as in travel and accommodation, requires further discussion including with National Boards. An options paper will be developed for the May 2015 Committee meeting.

The 2015/16 budget was approved in principle noting final discussions will now occur with National Boards about recommended fees for 2015/16.

#### **Item 7.4 2015/16 Health Profession Agreements**

Members considered the proposed version of the 2015/16 Health Profession Agreement and provided feedback on some language issues and:

1. noted the feedback from National Boards from their February 2015 meetings and
2. approved the proposed version of the 2015/16 Health Profession Agreement.

### **Item 8 Business items – Business Services**

#### **Item 8.1 Queensland Working Group report**

Members noted the update provided by Ms Horsfall and the final Report of the Queensland Working Group.

### **Item 9 Business items – Regulatory Operations**

#### **Item 9.1 Update on work program to improve notifier experience**

Members noted the progress report and commented on the need to continue to prioritise and drive the program of work to ensure desired outcomes are achieved within expected timeframes.

Members noted the next report is due to the Committee in July 2015.

#### **Item 9.2 Legal update**

Members noted the legal update for April.

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

#### **Item 10.1 Approach to issues with potential scheme wide implications**

Members provided feedback on the approach to issues with potential scheme wide implications.

#### **Close**

With no further items to discuss, the Chair called the meeting to a close at 1:15pm.

#### **Next meeting:**

The next meeting of the Agency Management Committee will be held on 19 May 2015, at the AHPRA National Office, via teleconference.

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.