

# MEDICAL / HEALTH CENTRE ADVISORY COMMITTEE AGENDA

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MEETING TO BE HELD FRIDAY 1 FEBRUARY 2013 AT RECEPTION LOUNGE  
COMMENCING AT 9.00AM

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## **Medical / Health Centre Advisory Committee** **Terms of Reference**

*That the Medical / Health Centre Advisory Committee endorses the following Terms of Reference:*

- *Develop a communications plan to guide the consultation process, feedback mechanisms, surveys, public meetings, record keeping, and media releases from the Council and committee.*
- *To assess the needs for medical/ health centre accommodation:*
- *Review the current medical centre and hospital accommodation for Doctors and other primary health providers.*
- *Consider options under the Primary Health Care Demonstration Site model of the Southern Inland Health Initiative and advise Council on whether to participate in any call for expressions of interest.*
- *Review previous medical centre plans, options, and feedback / submissions from the community to guide the committee.*
- *Provide a short list of options for consideration of Council to allocate resources for detailed work up of plans.*
- *Develop a scope of works for appropriate architectural / design consultant / or building support for the options above based on the outcomes of the needs analysis and liaison with key stakeholders/ users.*
- *Review the detailed options and provide advice to Council on the outcome of detailed work up based on:*
  - *Meeting the identified community needs;*
  - *Meeting the identified functional needs of users;*
  - *Value for money*
- *Provide advice on funding, timing, and delivery of the project.*
- *Provide advice to Council on any other issue that the committee view relevant to the Medical / Health Centre consideration*





## 8. GENERAL BUSINESS

### 8.1 Action List

<b>ACTION LIST MEDICAL / HEALTH CENTRE ADVISORY COMMITTEE</b>	
<b>Item</b>	<b>Action Allocated to</b>
Action 5 : Clarification of Aboriginal Heritage – Land adjoining Kojonup Hospital & the Old School Site <b>Outcome:</b> <ul style="list-style-type: none"> <li>• Pending a decision on preferred location.</li> </ul>	Mr A Middleton
Action 6: Title & Access Conditions – ‘Alby Walkers Block’ the Land adjoining the Kojonup Hospital <b>Outcome:</b> <ul style="list-style-type: none"> <li>• Confirmed the land is freehold.</li> </ul>	Mr A Middleton
Produce Draft Report of the Committee’s finding so far <b>Outcome:</b> <ul style="list-style-type: none"> <li>• In progress</li> </ul>	Neil Young Mr A Middleton
Contact Catholic Church <b>Outcome:</b> <ul style="list-style-type: none"> <li>• In progress</li> </ul>	Jenny Matthews
Contact Great Southern Development Commission regarding Royalties to Regions Funding <b>Outcome:</b> <ul style="list-style-type: none"> <li>• In Progress</li> </ul>	Mr A Middleton
Organisational Chart with all possible contacts for the committee <b>Outcome:</b>	Jo Webb



## **8.2 Review report of actions so far.**

Attachment to this agenda.

This will help us shift from information gathering to decision making and ultimately action

## **8.3 Prospect of Increasing Numbers of Doctors in Town**

- General
  
- St Luke's Family Practice
  - See attached Council Minutes Extract from 15 January 2013
  - SWOT (Strengths, Weakness, Opportunities and Threats) Analysis
  - Risk Analysis
  - Recommendation to Council

## **8.4 Guest Speakers**

11:00am Laura Harnett (Practise & Workforce Support Coordinator)  
& Kelli Porter (Workforce Development Manager) from  
Rural Health West

## **9. ITEMS FOR DISCUSSION / DECISION**



10. **NEXT MEETING**

The next meeting of the Medical / Health Centre Advisory Committee to be held on Friday 1 March, 2013 commencing at 9.00am in the Reception Lounge.

11. **CLOSURE OF MEETING**

There being no further business to discuss the Chairperson thanked the Members for their attendance and declared the meeting closed at \_\_\_\_\_

