

MEDICAL / HEALTH CENTRE ADVISORY COMMITTEE AGENDA

MEETING TO BE HELD FRIDAY 3 MAY 2013 AT RECEPTION LOUNGE
COMMENCING AT 9.00AM

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*



/13 MOVED: seconded:
That the Minutes of the Medical / Health Centre Advisory Committee Meeting held on 15th March 2013 be confirmed as a true record.

/

/13 MOVED: seconded:
That the Minutes of the Medical / Health Centre Advisory Committee Meeting held on 9th April 2013 be confirmed as a true record.

/

7. GENERAL BUSINESS

7.1 Action List

ACTION LIST MEDICAL / HEALTH CENTRE ADVISORY COMMITTEE	
Item	Action Allocated to
Action 5 : Clarification of Aboriginal Heritage – Land adjoining Kojonup Hospital & the Old School Site Outcome: <ul style="list-style-type: none"> • Pending a decision on preferred location. 	Mr A Middleton
The Committee resolved that a site visit to the hospital be undertaken at a future committee meeting Outcome: <ul style="list-style-type: none"> • See Item 8.1 	
Committee to get a short list of Architects at next meeting starting with: <ul style="list-style-type: none"> • Newdegate Medical Centre Architects • Mt Barker Medical Centre Architects • WA Country Builders • Leith Hanna-Schmidt • Brian Jackman Outcome: <ul style="list-style-type: none"> • 	
Further investigate the community building fund Outcome: <ul style="list-style-type: none"> • 	Neil Young Jenny Matthews
Prepare a response on behalf of both Medical/Health Centre Advisory Committee and Council to Wendy Thorn’s letter Outcome: <ul style="list-style-type: none"> • 	Mr A Middleton



Contact Kelli Porter at Rural Health West in regards to key components needed in a new medical centre Outcome: •	Jenny Matthews
List of ingredients needs to be established Outcome: • See Item 8.2	All Members

8. ITEMS FOR DISCUSSION / DECISION

8.1 Site Visit at Hospital with Jean Daly at 9:30am

8.2 Develop need and scope of work for Architect (list of ingredients)

COUNCIL DECISION

That subject to suitable funding being secured, the Council build a purpose built new Medical Centre, with the following conditions:

1. That it be located on "Walkers Block" in Spring St.
2. That it have sufficient space to allow 2 full time GP's, 1 visiting services provider, 1 practice nurse, and 1 treatment room.
3. Reception and waiting area, staff facilities and storage to suit a modern facility to enable it to be accredited.
4. The Shire owned carpark adjoining the hospital complex be used to service the centre and be incorporated in the plan.
5. Planning should commence immediately in order that accurate funding requirements can be established.
6. That provision be made in the plans for a staged process so that facilities suited to a dental clinic could be included at a later date. This will include 2 treatment rooms and separate reception area as a minimum.
7. Detailed external funding can then be pursued with Health Department, Royalties for Regions, Great Southern Development Commission, Lotteries West and others yet to be identified.



8.3 Develop business model

9. FINANCIALS

Date	Description	Debit
25/09/2012	Scones & Sandwiches from Country Kitchen for Meeting with Dr King	38.69
28/11/2012	Cost of Trip to Mt Barker/ Denmark to view medical centres	96.19
01/02/2013	Medical/Health Centre Advisory Committee Meeting - Friday 1st February 2013, Morning Tea and Lunch for 17 people	254.23
		350.42

10. FUNDING SOURCES

- GSDC

11. NEXT MEETING

The next meeting of the Medical / Health Centre Advisory Committee to be held on Friday 7 June, 2013 commencing at 9.00am in the Reception Lounge.

12. CLOSURE OF MEETING

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

