

# MEDICAL / HEALTH CENTRE ADVISORY COMMITTEE MINUTES

MEETING HELD FRIDAY 1 FEBRUARY 2013 AT RECEPTION LOUNGE

## **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*



1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**  
The Presiding Member welcomed Committee Members and opened the meeting at 9:00am.

2. **RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

Mr N Young	Community Member
Mr E Graham	Community Member
Mr G Hobbs	Community Member
Mrs J Matthews	Community Member
Mr N Radford	Community Member
Mrs J Warland	Community Member
Cr J Mathwin	Council Member
Cr J Benn	Council Member
Cr R Hewson	Council Member

Mr A Middleton	Acting CEO
Miss D Hodge	PA to the CEO

Gallery	
Cr J Trethowan	Shire President

**Apologies**

Mrs J Webb	Community Member
Mrs P Crook	Community Member

3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**  
Nil

4. **PUBLIC QUESTION TIME**  
Nil

5. **APPLICATIONS FOR LEAVE OF ABSENCE**

Cr R Hewson put her apologies in for meeting to be held on Friday 1<sup>st</sup> March 2013.

6. **DECLARATIONS OF INTEREST**

At Item 8.3 Judith Warland declared an interest as she works for the doctor spoken about.



## 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COMMITTEE MEETING 7 December 2012

Corrections:

Jenny Matthews made a notation in regard to Item 10.3 that the Acting Chief Executive Officer requested that this matter remain confidential as Council had not been informed.

The Acting Chief Executive Officer strongly disagreed with the notation and clarified that the Chairman asked it be confidential.

The Chairman accepted that he requested it be confidential.

### Committee Decision

**1/13 MOVED: Cr Benn seconded: Cr Hewson**  
**That the Minutes of the Medical / Health Centre Advisory Committee Meeting held on 7<sup>th</sup> December 2012 with the above corrections be confirmed as a true record.**

**9/0**

## 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>• Presented to Council Briefing Session on 18<sup>th</sup> December 2012</li> <li>• See Item 8.2</li> </ul>	Neil Young Mr A Middleton



Contact Catholic Church <b>Outcome:</b> <ul style="list-style-type: none"> <li>Complete – General idea was on present surgery site. Hospital site (East side of Leschenaultia House) was discussed. They also commented that travel to specialists was an issue so the more visiting specialists we can attract the better, such as Podiatrists and Optometrists. Also mentioned 2 doctors would be preferable.</li> </ul>	Jenny Matthews
Contact Great Southern Development Commission regarding Royalties to Regions Funding <b>Outcome:</b> <ul style="list-style-type: none"> <li>Neil Young &amp; Anthony Middleton to try and meet with Bruce Manning &amp; Peter Rundle from the Great Southern Development Commission in February 2013.</li> </ul>	Mr A Middleton
Organisational Chart with all possible contacts for the committee <b>Outcome:</b> <ul style="list-style-type: none"> <li>Jo was not present , chart was not received so item still in progress</li> </ul>	Jo Webb

9:18am Cr Trethowan left the meeting.

9:19am Cr Trethowan returned to the meeting.

## 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

Cr Hewson requested the word "possible" be inserted at Item 14 on Page 1 between "The" and "expansion" to read "The possible expansion".

### Committee Decision

**2/13 MOVED: Cr Mathwin seconded: Mrs Matthews  
That the Medical Centre Committee Report December 2012  
with the above change be accepted.**

9/0



Report will go to next Council Meeting to be received.

*10:00am Acting Chief Executive Officer left the meeting.*

*10:02am Acting Chief Executive Officer returned to the meeting.*

E Graham then spoke about his approach to politicians for funding. Summary of responses below:

- Tony Crook MP, The Nationals WA Federal Member for O'Connor is looking into funding from the Federal Government and will get back to Mr Graham.
- Hon Robyn McSweeney MLC, Minister for Child Protection; Community Services; Seniors and Volunteering; Women's Interests; and Youth recommended the committee view the Central Great Southern Health District Service Plan which is available on the Department of Health's website.
- Hon Kim Hames MLA, Deputy Premier of Western Australia, Minister for Health; Tourism, was unable to provide any assistance regarding funding.
- Hon Terry (Tuck) Waldron MLA, Minister for Sport & Recreation; Racing & Gaming, spoke about Royalties for Regions funding we currently have and the possibility of combining two years of Royalties for Regions funding. Mr Waldron also mentioned he planned to meet with Council.
- Tony Abbott, Leader of the Opposition, explained he would not make any promises unless elected.

Cr Mathwin spoke about SuperTowns having to support surrounding towns.

J Matthews made the committee aware that the Kojonup Hospital now has Telehealth facilities in the Emergency Department, made possible by Southern Inland Health Initiative funding.

The Acting Chief Executive Officer confirmed with the committee that funding is not going to be given unless the funding body knows what we are using it for and where the funding would be going.

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

- General

Cr Mathwin told the committee that Council has agreed that a second doctor is required in Kojonup.

Cr Hewson told the committee that Council is mindful of the fact any doctor can come to town and the emotion needs to be taken out of the business decision.



- 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

Cr Mathwin thinks an equivalent amount of money spent on renovations to the Council house at 34 Katanning Road, needs to be spent on Dr Kings existing surgery to be equitable.

The Shire President made the committee aware that \$100,000 has been spent on the house Dr King lives in.

Options discussed:

1. Do nothing – New Practice in existing house, build new centre later.
2. Renovate house and make it available to all, then see if new centre is needed.
3. Build a new centre now – funded by Royalties for Regions, sale of both Council houses on Katanning Road and grants. (Need to secure an operator first).

<b>Strengths</b>	<b>Weaknesses</b>	<b>Opportunities</b>	<b>Threats</b>
Additional Doctors	Friction between Practices	Keeps business local	Lose Dr King
More Business at Hospital	Could threaten existing Pharmacy	Quickly done	Divert patients to Katanning
On Call Doctor	\$93,000 less for new Medical Centre	New Practice in town	Lose Royal Flying Doctor Service Subsidy
More Choice	Splits Resources	Employment Opportunities	
Greater Coverage	Poor location	Additional pharmacist	
Makes town more attractive	Not actively engaged Dr King	Create Financial Commitment	
Saves Cash	Greater Ongoing Council Subsidy	End Council Subsidy	
		Test run of future management system	



*11:05am Meeting was adjourned for Morning Tea.  
11:20am Meeting recommenced.*

*The committee recommenced at Item 8.4 as the Guest Speaker had arrived.  
Committee continued with Item 8.3 after Item 8.4.*

*For the purpose of the minutes only portion of Item 8.3 that was continued after  
the Guest Speaker is immediately below:*

Chairman stated questions can be submitted to ask both doctors when Council meet with them.

#### Funding

1. Discuss & negotiate with doctors, timing and scale.
2. Options on buildings (current or new), dollars needed – source funds.

*12:30pm Cr Hewson left the meeting.  
12:32pm Cr Hewson returned to the meeting.*

The committee then did a risk analysis.

*1:05pm Meeting was adjourned for Lunch break.  
1:40pm Meeting recommenced.*

*Note: Judith Warland declared an interest as she works for the doctor involved.*

Questions to be put to doctors during separate meetings with Council:  
(Neil Young invited by Dr King to his briefing).

1. Would they be happy to move into a new centre?
2. Will St Luke's Family Practice support the on call systems/admissions at Kojonup Hospital?
3. Where would St Luke's Family Practice store their records, electronically or in Katanning? No room in 34 Katanning Road proposed plan.
4. Is St Luke's Family Practice planning on a designated doctor or a rotational basis? Doctor's stability is important to the committee.
5. How long would their commitment be to 34 Katanning Road house?
6. What is their commitment to the cost of renovations to 34 Katanning Road house?
7. What services beyond General Practitioners do they propose?
8. Offer 34 Katanning Road house to both doctors, what does Dr King think of this idea?
9. Does St Luke's Family Practice see it as a permanent or temporary solution to getting into a medical centre?



Concerns/Questions to Council:

1. 9 or 10 car park bays required plus 2 disabled. Does the car park in proposed cost to Council on 15 January 2013 have to be so big, is it possible to reduce size and therefore cost?
2. Sewerage Capacity at 34 Katanning Road, good enough for a doctors surgery?
3. Shire or St Luke's Family Practice to convert back to house if needed. Who would foot the cost?

*Acting Chief Executive Officer committed to consult with Councillors regarding the Chairman attending meetings with Dr Du Preez from St Luke's Family Practice.*

*Item 8.4 was discussed in the middle of Item 8.3 but for the purpose of the minutes only all of Item 8.3 is listed together.*

#### **8.4 Guest Speakers**

Kelli Porter (Workforce Development Manager) from Rural Health West

Unfortunately Laura Harnett (Practise & Workforce Support Coordinator) for Rural Health West who was also supposed to attend was unwell and unable to make it.

Kelli explained Rural Health West is a Rural Workforce Agency, formally the WA Centre for Rural & Remote Medicine. They are mainly funded federally and receive some state funding. Kelli stated there are currently 95 General Practitioner vacancies in rural practices. Rural Health West also recruits allied health professionals and look after the future workforce program at some universities. They run a business support program for no cost which includes employment contracts, accreditation incentives, Medicare benefits scheme schedule, telehealth, workforce planning (recruiting), locum relief program/service, and orientation program to systems. 80-90% of practices in WA are accredited.

Kelli circulated the Practice Incentives Program Standards (PIPS) (Overview of PIPS to be sent to committee) and highly recommends accreditation. Accreditation is voluntary but there is a charge to be accredited. Kelli explained the incentives with being accredited such as diabetes management specialists, asthma management training, funding for nurses, practice and enrolled.

Kelli spoke about the SWPE (Standardised Whole Patient Equivalent) value population payment. Also how Kojonup has been





classified a district for workforce shortage. This changes every quarter and can be found on the Doctor Connect website. The Southern Inland Health Initiative has also classified Kojonup as an area of need.

Kelli distributed resources such as Rural Health West newsletter and magazines on recruitment.

*Chairman thanked Kelli for her time and valuable information shared. 12:10pm  
Kelli Porter left the meeting and did not return.*

9. **ITEMS FOR DISCUSSION / DECISION**

Nil

10. **NEXT MEETING**

A special meeting of the Medical / Health Centre Advisory Committee is to be held on Tuesday 12 February 2013, commencing at 11:00am in the Reception Lounge to make a recommendation to the Council regarding the St Luke's proposal.

The next ordinary meeting of the Medical / Health Centre Advisory Committee is 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 2:30pm.

