

MEDICAL / HEALTH CENTRE ADVISORY COMMITTEE MINUTES

MEETING HELD TUESDAY 9 APRIL 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 Chairman welcomed all Committee Members and opened the meeting at 9:09am, stating the meeting was an unconventional one with no formal agenda.

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

Mr N Young	Community Member (Chairman)
Mrs J Matthews	Community Member
Mr G Hobbs	Community Member
Mr N Radford	Community Member
Cr R Hewson	Council Member
Cr J Mathwin	Council Member
Cr J Benn	Council Member

Mr A Middleton	Acting CEO
Miss D Hodge	Personal Assistant to the CEO

Gallery	
Cr J Trethowan	Shire President

Apologies

Mrs J Webb	Community Member
Mrs J Warland	Community Member
Mr E Graham	Community Member
Mrs P Crook	Community Member

3. **ITEMS FOR DISCUSSION / DECISION**

The Chairman explained the purpose of the meeting was to discuss funding, as timing was critical with the deadline of 30 June 2013 for the **Council's 2011/2012 Country Local Government Fund (Royalties for Regions)**.

The Chairman circulated a report titled 'Situation Analysis & Conclusions' (attached) to Committee Members.

The Presiding Member stated that now the community think they are getting a new medical centre, the committee needs to achieve this or inform the community otherwise.

The group then workshopped the Situation Analysis & Conclusions document. The Acting Chief Executive Officer made the following points:

- The document makes the assumption that if Royalties for Regions **funding isn't used on the new medical centre, then there will be no** further Council support. This is not the case. The Council has yet to



consider what support they will give after plans and fundraising is decided.

- **Clarified that St Luke’s Family Practice are not asking for financial assistance in converting Council Property, 34 Katanning Road to a public building. Building/Planning legislation requires Council to convert the building to a public building before being able to lease it out.**

The Chairman then announced that Pioneer Health from Albany are also keen to come to Kojonup and they will have ongoing trainees, which makes their practice sustainable. They are currently looking for suitable buildings in Kojonup for a 2 to 3 doctor practice.

The Shire President then confirmed she met with Pioneer Health on Saturday 6th April 2013 and took them on the same building tour as she took St Luke’s Family Practice to ensure equality.

9:49am The Acting Chief Executive Officer left the meeting.

9:51am The Acting Chief Executive Officer returned to the meeting.

Cr Benn stated that Dr King’s building is not adequate, and Dr King is willing to stay in Kojonup so we need to support him and provide him with a better facility, not support new doctors coming to town.

The Acting Chief Executive Officer then stated that Council have already decided to do both.

Cr Hewson then stated that another doctor coming to town is not the **Medical/Health Centre Advisory Committee’s responsibility, it is a Council responsibility.** The public has been heard, the committee needs to focus on their terms of reference and start with funding sources.

The committee then established a plan of action.

Short Term (Within 3 months)	Medium Term (Within 18 months)	Long Term (Within 5 years)
Acknowledge Katanning Road Clinic	Planning Finalised	Establish Centre as Business
Planning Commenced <ul style="list-style-type: none"> • Confirm “Ingredients List” • Concept Plan 	Builders Engaged	Shire withdraw from doctors surgeries
Secure Funding for Centre	Building Commenced	
Establish Business Structure for Centre <ul style="list-style-type: none"> • EOI’s 	Tenants Secured	



Cr Hewson stated a brief needs to be produced before architects are engaged.

The Acting Chief Executive Officer then stated the Council have agreed on the Medical/Health Centre Advisory Committee recommendation of:

- That it be located on "Walkers Block" in Spring St.
- That it have sufficient space to allow 2 full time GP's, 1 visiting services provider, 1 practice nurse, and 1 treatment room.
- Reception and waiting area, staff facilities and storage to suit a modern facility to enable it to be accredited.
- The Shire owned carpark adjoining the hospital complex be used to service the centre and be incorporated in the plan.
- 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.

10:40am The meeting was adjourned.

10:51am The meeting recommenced.

Plans of other medical centres were then distributed to members present.

10:52am Ned Radford returned to the meeting.

Discussions were then had about obtaining quotes from Architects.

11:05am The Acting Chief Executive Officer and Shire President left the meeting.

Action: Jenny Matthews to contact Kelli Porter at Rural Health West in regards to key components needed in a new medical centre.

Cr Mathwin felt the need for a recommendation to go to Council regarding the 2012/2013 Royalties for Regions funding being reserved for the new medical centre.

Page 3 of the Situation Analysis & Conclusions document was then workshopped.



Committee Decision

8/13 MOVED: Cr Mathwin seconded: Mrs J Matthews

- 1. That the Shire allow Royalties for Regions 2012/2013 grant to be retained for the Medical Centre on Walkers Block.**
- 2. That the Shire through the CEO and with the assistance of the Medical/Health Centre Advisory Committee actively pursue funding for the Medical Centre.**
- 3. That 34 Katanning Road be referred to as "doctors surgery", rather than a "Medical Centre".**

Carried 7/0

11:25am Cr Hewson left the meeting.

Action: Next meeting a list of ingredients needs to be established. All members to bring along ideas.

Cr Mathwin thanked the Presiding Member for chairing the meeting, as good progress was made.

4. NEXT MEETING

The next meeting of the Medical / Health Centre Advisory Committee to be held on Friday 3 May, 2013 commencing at 9.00am in the Reception Lounge.

5. CLOSURE OF MEETING

There being no further business to discuss the Chairperson thanked the Members for their attendance and declared the meeting closed at 11:30am.



Situation analysis, and conclusions.

Neil Young, for April 9 meeting.

The community of Kojonup is pleased to see the Shire decision of February 2013 to build a Medical centre on Walkers block in Spring St. This concept received overwhelming support at a Public meeting held on March 11 2013. At the same meeting there was a notable lack of support for spending any money on the proposed interim clinic at 34 Katanning road.

The Advisory Committee has commenced the sourcing of funds for such a complex, in line with its terms of reference. The existence of the R4R grant of \$346,000 is seen as an excellent sign of good intent and a welcome starting point.

At this stage no detailed planning has been done and instead a figure of \$1.2m has been used, based on the estimate provided by the Shire for its proposed Holland Park plans.

The Councils intention to create a centre at 34 Katanning road is seen by potential funders and fund raising advisers as a major hurdle, and could well make it impossible to raise the additional funds required. Potential funding agencies, and fund raising advisers, agree that this will be seen to indicate a lack of commitment by the Shire and suggest a lack of true ownership of the concept. The source of funds used for 34 Katanning road is a lesser concern, though breaking up the R4R grant is seen to be undesirable.

The Committee have identified an opportunity to have the proposed Kojonup centre placed on the Health Dept priority list for funding from within the Southern Inland Health Initiative (SIHI).

The GSDC have indicated their willingness to support our chase for funding.

MLA Terry Waldron has offered assistance and support to secure funds.

MHR Tony Crook has provided encouragement by letter.

These indications of support are conditional amongst other things upon having demonstrated solid community and Shire support.

Mr Julian Walter, a landholder in Kojonup, builder and property developer has indicated that he could assist with provision of architect and builder services at cost, which could reduce the indicated sum required. This needs exploring.

Lotterywest appears to be a potential funder – no contact yet. However the preconditions for their grants appear to be met.

Community funds have been indicated, as bequests or donations – no action yet.

The Committee is aware that Dr King is exploring ways to employ another GP within his present practice.

The Committee is also aware that an Albany based GP practice is looking for a building in Kojonup in which to commence business, with an intention to establish a training component for GP's.

If either or both of these events happen the perceived problem of "lack of service" will no longer exist. Neither of these options have as yet asked for any additional Shire funding, unlike the St Lukes practice.

A petition asking the Shire to consider carefully all options and fully inform the community before taking action is circulating at present.

In view of the above, and in order to implement the Councils decision of February to build a Medical Centre, the Medical /Health Advisory Committee recommend:

1. That the Shire take action immediately to allow the R4R grant to be retained for the Medical Centre on Walkers Block.
2. That the Shire through the CEO and with the assistance of the MHAC actively pursue funding for the Medical Centre.
3. That the Shire restrict expenditure on 34 Katanning road to the bare minimum.
4. That the Shire not use R4R money for 34 Katanning Road but instead use its own building reserve funds.
5. That 34 Katanning Road be termed “the Interim Clinic”, rather than “the Medical Centre”.
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