

NORTHERN SYDNEY CENTRAL COAST HEALTH  
**AREA HEALTH ADVISORY COUNCIL**

**MINUTES**

THURSDAY, 25 OCTOBER 2007 AT 8.00AM-12.00PM  
VENUE: BUILDING 6 MEETING ROOM 2, HORNSBY HOSPITAL

---

**1. Present**

Professor C Pollock (Chair)  
Mr Paul Tonkin  
Professor M McMillan  
Ms Georgia Sidiropoulos  
Mr Paolo Totaro  
Dr Magda Campbell  
Dr Greg Fulcher  
Ms Di Spragg

**In Attendance:**

Mr Matthew Daly (Chief Executive)  
Ms Tracey Adamson (A/Director Population Health, Planning & Performance)  
Ms C Brown  
Ms C Treharne  
Mr D Miles  
Ms M Armstrong

**Apologies:**

Mr Darren Bowd

---

**2. Confirmation of Minutes**

The Committee resolved to accept the minutes of the meeting held on 27 September 2007 as a true and accurate record. Resolved

---

**3. Review of action items from the previous meeting**

- 3.1. Letter to combined councils of Lower North Shore Sydney re engagement model linking councils GP's and AHS, (letter provided for review prior to mailing).
- 3.2. Falls Prevention presentation by M Armstrong (Current agenda)
- 3.3. Professor Pollock has spoken to Dr Nick O'Connor on the issue of adult and childhood obesity for the next Clinical Council meeting.
- 3.4. Draft Governance model awaiting review before presentation to the AHAC in November.
- 3.5. Resource Distribution Formula (RDF) presentation (Current Agenda)
- 3.6. CE to take Tobacco Presentation from 27 September meeting to Area Clinical Council meeting.

**NORTHERN SYDNEY CENTRAL COAST HEALTH  
AREA HEALTH ADVISORY COUNCIL**

- 3.7. CE to recommend at the next Senior Executive Advisory board that the group via the Director General write to the Federal Minister regarding increasing tobacco tax to support a subsidy for NRT.
- 3.8. Professor Pollock has requested extension for lodgement of Annual Report with Department of Health. Chairs' "Year in Review" tabled at meeting for further comment.

Action Items	Person responsible:	Report back due	Future meeting
<ul style="list-style-type: none"> <li>Draft Governance model awaiting review before presentation to the AHAC.</li> </ul>	M Daly	On hold	Until review is completed
<ul style="list-style-type: none"> <li>CE to take Tobacco Presentation from 27 September meeting to Area Clinical Council meeting.</li> </ul>	M Daly	29/11/07	
<ul style="list-style-type: none"> <li>CE to recommend at the next Senior Executive Advisory board that the group via the Director General write to the Federal Minister regarding increasing tobacco tax to support a subsidy for NRT.</li> </ul>	M Daly	29/11/07	
<ul style="list-style-type: none"> <li>Annual Report to be lodged with NSW Health by Professor Pollock following discussions on "Year in Review".</li> </ul>	Prof Pollock	ASAP	

**4. Chief Executive Report**

- 4.1. It was requested by members that the Chief Executive provide a written report to each Agenda pack. This was agreed to by the Chief Executive..
- 4.2. Parliamentary Standing Committee Inquiry into RNSH is listed under "New Business" Item 6.1.
- 4.3. An update was provided on Area Executive appointments..
- 4.4. It was noted that AHAC members were no longer receiving daily media reports. It was requested that this be reinstated and agreed to by the CE.

Action Items	Person responsible:	Report back due	Future meeting
<ul style="list-style-type: none"> <li>The CE provide a written report for each AHAC meeting to be sent out in the agenda pack.</li> </ul>	M Daly	Monthly	On-going
<ul style="list-style-type: none"> <li>Elizabeth Ambler to provide AHAC with daily media reports.</li> </ul>	E Ambler	Monthly	On-going

**5. Business Arising**

**5.1. Presentation: Falls Prevention**

- The presentation from this item is attached.

Action Items	Person responsible:	Report back due	Future meeting
<ul style="list-style-type: none"> <li>AHAC requests further information on what is happening with implementation of a Falls Prevention Clinic on Central Coast.</li> </ul>	T Adamson / M Armstrong	20/12/07	Oct 2008
<ul style="list-style-type: none"> <li>M Armstrong to report back to the Council in 12 months on progress.</li> </ul>	C Treharne / M Armstrong		

**NORTHERN SYDNEY CENTRAL COAST HEALTH  
AREA HEALTH ADVISORY COUNCIL**

**5.2. Resource Distribution Formula (RDF)**

- The presentation from this item is attached.

**6. New Business**

**6.1. RNSH Joint Standing Committee Inquiry**

- Currently intense media attention on RNSH.
- Joint Standing Committee convened by Department for Parliamentary Review.
- Terms of Reference of the review to be forwarded to AHAC members.
- A Clinical Reference Group (CRG) has been established as part of the Management Action Plan for the Inquiry. Please see attached document titled "Management Action Plan".
  - The CRG is chaired by the Chief Executive and membership comprises senior clinicians of RNSH, NSCCH AHAC Chair, selected Area Executive staff, GM RNSH and limited external clinical leaders.
  - A Terms of Reference will be distributed to AHAC members.
  - As part of this process a consumer reference group is to be established.
- Discussion held on which is the appropriate group to organise this. Decision was that the current Community Participation Group be used as the primary vehicle to run with this.
- Need to invite representatives of the four local councils to attend and also two local members of AHAC.
- Reporting document discussed. AHAC recommended that the Clinical Reference Group also reported to AHAC and there be bilateral reporting from both the Clinical Reference Group and the Community Reference Group to AHAC
- Tracey Adamson to organise community forums, clinical services seminars "Healthcare in 2008". Need to invite service clubs to these forums also.
- CE will bring in the Area submission to AHAC as it is moves along.

Action Items	Person responsible:	Report back due	Future meeting
<ul style="list-style-type: none"> <li>• Terms of Reference for the Parliamentary Review to be forwarded to AHAC members, including the dates of opening/closing/submissions due and dates of both site visits.</li> </ul>	T Adamson	ASAP	
<ul style="list-style-type: none"> <li>• Use the current Community Participation Group for the area as base group and invite council representatives involved in community work from the 4 relevant to RNSH. Professor Pollock to telephone the Mayors and discuss.</li> </ul>	Prof Pollock	29/11/07	
<ul style="list-style-type: none"> <li>• Mary Bonner (GM RNSH) to chair the Consumer Reference Group.</li> </ul>	T Adamson / Pollock	29/11/07	
<ul style="list-style-type: none"> <li>• Tracey Adamson to organise community forums, clinical services seminars "Healthcare in 2008".</li> </ul>	T Adamson	Early 2008	

**7. Other Business**

**7.1. AHAC Papers**

- Specific concern was expressed regarding the lack of attention to detail in preparation of the agenda and provision of background papers. Discussion occurred re the converging factors responsible for this at this meeting and the CE agreed to redress by the next meeting.

**7.2. AHAC Annual Report**

- Professor Pollock circulated the Annual Report and the Year in Review for Discussion.

**NORTHERN SYDNEY CENTRAL COAST HEALTH  
AREA HEALTH ADVISORY COUNCIL**

- Revision after discussion with the CE was to be provided. In essence the Council supported the sentiments contained in the report and agreed it was an accurate representation of the AHAC view.
- Professor Pollock has advised the Department that AHAC will be preparing a new work plan in the near future based on the operational activities of the Area.

**7.3. Council Appointments**

- Received confirmation of three new members.
- Letter from Chief Executive to be written welcoming them.
- The Chair has contacted personally.

**7.4. Report to Health Care Advisory Council**

- Professor Pollock's last report to HCAC requested information pertinent to
  - Funding strategies
  - Stabilisation of structure in NSCCH
  - Northern Beaches development.
  - Resource distribution formula.
- AHAC has received letter in response to the above signed by Leanne Wallace.
- Response to provide comment on the 3 recommendation referred to in the above is to be provided by the Chief Executive.

**7.5. Items from meeting of 2 August 2007**

- AHAC endorsed the items from the meeting held on 2 August 2007.

<b>Action Items</b>	<b>Person responsible:</b>	<b>Report back due</b>	<b>Future meeting</b>
• Improvement in the preparation of agenda and background papers.	T Adamson	29/11/07	On-going
• Letter to be prepared for each new AHAC member from the CE to be sent.	C Treharne	29/11/07	
• Matthew Daly to address the issues raised by the AHAC to the HAC.	T Adamson	29/11/07	

**Venue and Time for Next Meeting**

The next meeting will be held on 29 November 2007 in Executive Boardroom Hornsby Hospital.