

Kununoppin Medical Practice
Committee
Consisting of Shires of
Trayning, Mt Marshall, Mukinbudin
and Nungarin



MINUTES

Meeting held at the
Shire of Mt Marshall Council Chambers
Thursday 27 April 2023
Commencing at 12:30 pm

Kununoppin Medical Practice Committee
Shires of Mt Marshall, Mukinbudin, Nungarin and Trayning

MINUTES

**Meeting held Tuesday 27 April 2023,
at Shire of Mt Marshall Council Chambers
commencing at 12:30 pm**

1 Declaration of Opening/Announcement of Visitors

The Chairperson, Cr Melanie Brown, declared the meeting open at 12.35 pm

2 Record of Attendance/Apologies/Leave of Absence

| | | |
|----------------|------------------|-----------------------------------|
| <u>Members</u> | Cr Melanie Brown | – Chairperson – Shire of Trayning |
| | Cr Pippa deLacy | – Shire of Nungarin |
| | Cr Tony Sachse | – Shire of Mt Marshall |
| | Cr Gary Shadbolt | – Shire of Mukinbudin |

| | | |
|--------------|-------------------|----------------------------|
| <u>Staff</u> | Mrs Leanne Parola | – CEO Shire of Trayning |
| | Mr Ben McKay | – CEO Shire of Mt Marshall |
| | Mr John Merrick | – ACEO Shire of Mukinbudin |
| | Mr Leonard Long | – CEO Shire of Nungarin |

3 Confirmation of Minutes

Moved Cr deLacy

Seconded Cr Shadbolt

That the Minutes of the Meeting held on Tuesday 31 January 2023, as circulated, be confirmed as a true and correct record of the proceedings.

Carried 4/0

4 Announcements by Presiding Person without Discussion

Nil

5 Presentations

Nil

6 Business of Meeting

6.1 Extension of Supply of Medical Services Deed

At the Kununoppin Medical Practice Committee Meeting held 31 January 2023, it was agreed the following action would be taken:

- *Advice to be sought from Rural Health West re tightening up the contract to deal with locum doctors and what can be done to arrange cover if Doctor has an extended period of unplanned leave of more than two weeks and reduce management fee accordingly*
- *Draft agreement incorporating above and the following changes to current contract clauses:*

| <i>Clause</i> | <i>Proposed changes</i> |
|---------------------|---|
| <i>1.</i> | <i>Annual Management Fee of \$120,000, inclusive of GST, fixed for two years to be reviewed before any further extension is negotiated</i> |
| <i>1.</i> | <i>Remove reference to Plant and Equipment</i> |
| <i>5.2 (a)(i)</i> | <i>Minimum of 184 days per year (currently 200)</i> |
| <i>5.2 (a)(ii)</i> | <i>No period greater than 2 weeks (currently 1 week)</i> |
| <i>5.2 (a)(iii)</i> | <i>Delete</i> |
| <i>5.2 (c)</i> | <i>Must advise the committee (currently must get written consent)</i> |
| <i>5.2 (d)</i> | <i>Must advise the committee (currently must get written consent)</i> |
| <i>5.3</i> | <i>(a) Kununoppin – 9 am to 5 pm each Monday and Thursday (b) Mukinbudin - 9 am to 5 pm each Tuesday (c) Bencubbin – 9 am to 12 pm every second Wednesday, 9 am to 5 pm alternate Wednesdays (d) Beacon – 1 pm to 5 pm alternate Wednesdays</i> |
| <i>5.6 (b)</i> | <i>Add requirement to provide a quarterly report on number of days present for each location and patient numbers seen by Resident Medical Practitioner and/or Locum</i> |
| <i>6.4</i> | <i>Remove clauses (a) to (c) and renumber accordingly</i> |

- *Seek advice from WACHS re arrangements for doctor provision at the Hospital if Dr Olat is away*
- *Draft agreement to be emailed to Committee Members for feedback before presentation to Ordinary Council Meetings in April*

WA Country Health Services have advised they are not able to provide any information regarding their arrangements with Dr Olat or what arrangements they have if he is away.

Contact was made with Rural Health West for advice regarding the deed. They referred staff to HLS Legal for assistance in drafting the documentation to extend the deed with Olatwhaler Medical Pty Ltd as per the above points.

HLS Legal have provided the attached draft Letter and Deed of Variation for the committee's consideration.

Moved Cr Sachse

Seconded Cr Shadbolt

That the attached draft Letter and Deed of Variation be presented to individual Shire Councils for endorsement before forwarding to Olatwhaler Medical Pty Ltd with the following amendments:

- Clause 5.3 be amended to also penalise non attendance at clinics
- Change the address for Shire of Nungarin to 66 Railway Avenue

7 Urgent Business

Nil

8 Next Meeting

To be advised

9 Closure

There being no further business, Cr Brown closed the meeting at 1.10 pm