

**AUSTRALIAN HEALTH PRACTITIONER REGULATION AGENCY
AGENCY MANAGEMENT COMMITTEE**

Meeting Number 1

23 April 2009

1:00pm to 5:00pm

**Pharmacy Board of Victoria
Level 6, 369 Royal Parade, Parkville**

1. Welcome and introductions
 - 1.1 Disclosure of any conflicts of interest in relation to agenda items

Matters for decision

2. Agency Management Committee meeting proceedings
 - 2.1 Meeting procedures
 - 2.2 Speaking on behalf of Agency Management Committee
3. Forward work program for agency
4. Financial matters
 - 4.1 Overview of funding arrangements
 - 4.2 Draft Memorandum of Understanding between Agency Management Committee and Australian Health Ministers' Advisory Council
 - 4.3 Draft Services, Assets and Liabilities Transfer Agreement between agency and existing boards
 - 4.4 Indemnity arrangements
5. Employment matters
 - 5.1 Overview of employment approach
 - 5.2 Appointment of Chief Executive Officer
 - 5.3 Transition staffing strategy (existing boards to Australian Health Practitioner Regulation Agency) – *see papers already provided in reference pack*
 - 5.4 Terms and conditions of employment for agency staff

6. Accommodation matters
 - 6.1 Overall accommodation strategy
 - 6.2 Location of national office
 - 6.3 Interim accommodation requirements for the agency
7. Communications issues
 - 7.1 Committee communications objectives
 - 7.2 Agency website
 - 7.3 Agency logo
 - 7.4 Possible communications following this meeting (Chair)
8. IT strategy and program

Other business

9. Other business
10. Next meeting and forward meeting schedule

References in these papers to "the Act" refer to the *Health Practitioner Regulation (Administrative Arrangements) National Law Act 2008* (Queensland)

All papers prepared by the National Registration and Accreditation Implementation Project team

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