



BILATERAL REGIONAL HEALTH FORUM

Terms of Reference

1. Purpose

The purpose of the Bilateral Regional Health Forum (“the Forum”) is to facilitate meaningful discussion and common interests between the Federal and NSW governments to effect improvements to health outcomes and access to health services in regional, rural and remote New South Wales.

2. Functions

The Forum will discuss ways to address priority areas of common interest in regional, rural and remote health including:

- health workforce, education and training
- primary care, aged care, First Nations and mental health services needs.
- health service delivery and opportunities to address service provision.
- the effectiveness of key initiatives affecting regional health care.

3. Membership

The Forum will be comprised of 12-15 members:

Australian Government	NSW Government
Assistant Minister for Rural and Regional Health (Co-chair)	Minister for Regional Health (Co-chair)
Ex-officio	
Deputy Secretary, Health Resourcing, Department of Health and Aged Care	Secretary, NSW Health
First Assistant Secretary, Primary Care	Deputy Secretary, Health System Strategy and Planning
First Assistant Secretary, Health Workforce Division	Deputy Secretary, People and Culture
First Assistant Secretary, Mental Health Division	Chair, NSW Health Regional Health Committee
First Assistant Secretary, First Nations Health	Coordinator General, Regional Health Division

With the Co-Chairs’ approval, membership of the Forum may be augmented by other ex officio members who have specific knowledge, expertise or experience to bring to the Forum deliberations. Individuals and organisations may also be invited to participate in the Forum discussions where they have particular knowledge, expertise or experience.

4. Quorum

The Co-Chairs or nominees and at least six of the Committee members must be present for a quorum. A quorum of members must be present before a meeting can proceed. In the absence of the Co-Chairs, the Committee will nominate an acting Chair. The Co-Chairs should be advised of a member's inability to attend as soon as is practical. Representatives acting in the role of a member may attend meetings in the member's place.

5. Meeting frequency and location

Forums will be held biannually in a NSW regional location or virtually (subject to Co-Chairs approval).

6. Chair and secretariat

The Forum will be co-chaired by the NSW Regional Health Minister and the Commonwealth Assistant Minister for Rural and Regional Health

The Regional Health Division, NSW Ministry of Health, will share secretariat responsibilities with nominated representatives from the Commonwealth Department of Health and Aged Care.

7. Communications

A joint communique will be publicly released after each Forum meeting. It will be made available on the NSW Health [website](#).