

EASTERN HEALTH AUTHORITY

Minutes of the Meeting of the Board of Management of Eastern Health Authority (EHA) held at the offices of the Eastern Health Authority, 101 Payneham Road, St Peters, on Wednesday 21 February 2018 commencing at 6.30pm.

MEMBERS PRESENT:

Cr P Cornish, Cr A Monceaux – left 7.23pm	Burnside
Cr J Kennedy	Campbelltown
Cr G Knoblauch, Cr S Whittington	Norwood Payneham & St Peters
Cr K Barnett, Cr T Evans	Prospect
Cr M Bishop, Cr D Shetliffe	Walkerville

In attendance:

M Livori	Chief Executive Officer
N Conci	Team Leader Environmental Health Officer
N Bevitt	Team Leader Administration and Immunisation

1 OPENING:

The meeting was declared open by M. Livori, at 6:33pm.

2 APOLOGIES:

Cr M Ryan	Campbelltown
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3 CONFIRMATION OF MINUTES:

Cr K Barnett moved:

The minutes of the meeting of the Board held on 22 November 2017 be taken as read and confirmed.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 1: 022018

4 MATTERS ARISING FROM THE MINUTES:

Nil

5 ELECTION

5.1 ELECTION OF THE EASTERN HEALTH AUTHORITY BOARD OF MANAGEMENT CHAIR AND DEPUTY CHAIR

Cr J Kennedy moved:

That:

1. The Election of the EHA Board of Management Chair and Deputy Chair report is received.
2. The term of Office for the position of Chairperson and Deputy Chairperson of EHA is 1 year in accordance with clause 2.5(b) of the EHA Charter.
3. EHA determines that the method of choosing a Chairperson and Deputy Chairperson be by an election process.
4. The method of election is by secret ballot.
5. EHA adopt a first past the post method of voting.
6. The CEO be appointed Returning Officer for the election.
7. If at any stage during the process there is an equal number of votes the Returning Officer will decide the issue by the drawing of lots. The name of the candidate/s withdrawn will be the one/s excluded from the ballot.
8. Upon the completion of the election, the Returning Officer be authorised to declare the successful candidate elected to the position of Chairperson and Deputy Chairperson.
9. Upon the declaration of the Returning Officer the candidate is appointed to the position of Chairperson and Deputy Chairperson respectively for a 12 month term concluding on 20 February 2019.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 2: 022018

The CEO called for nominations for the position of Chairperson. Cr J Kennedy nominated Cr S Whittington, who accepted the nomination. As no further nominations were received, the CEO announced that Cr S Whittington had been elected to the position of Chairperson.

The CEO called for nominations for the position of Deputy Chairperson. Cr S Whittington nominated Cr A Monceaux, who accepted the nomination. As no further nominations were received, the CEO announced that Cr A Monceaux had been elected to the position of Deputy Chairperson.

6 ADMINISTRATION REPORT:

6.1 FIRST (SEPTEMBER 2017) BUDGET REVIEW FOR 2017/2018

Cr D Shetliffe moved:

That:

1. The First (September 2017) Budget Review for 2017/2018 Report is received.
2. The amended budget for 2017/2018 as detailed in attachment 2 of the First (September 2017) Budget Review for 2017/2018 Report is adopted.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 3:022018

6.2 FINANCE REPORT AND SECOND (DECEMBER 2017) BUDGET REVIEW FOR 2017/2018

Cr A Monceaux moved:

That:

1. The Finance Report and Second (December 2017) Budget Review Report for 2017/2018 be received.
2. Correspondence is forwarded to EHA's Constituent Councils requesting that the amendments to the 2017/2018 Budget as detailed in attachment 2 are approved.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 4: 022018

6.3 DEVELOPMENT OF ANNUAL BUSINESS PLAN FOR 2018/2019

Cr A Monceaux moved:

That:

1. The Development of the Annual Business Plan for 2018/2019 report is received.
2. The process for the Development of the Annual Business Plan for 2018/2019 is endorsed.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 5: 022018

6.4 CODE OF CONDUCT FOR EASTERN HEALTH AUTHORITY BOARD MEMBERS

Cr A Monceaux moved:

That:

The Code of Conduct for Eastern Health Authority Board Members Report is received.

The Board Member Code of Conduct (which includes the Board Members Complaints Handling Policy) provided as attachment 2 to this report is adopted.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 6: 022018

6.5 MEETING PROCEDURE POLICY

Cr D Shetliffe moved:

That:

1. The Meeting Procedure Policy report is received.
2. The Meeting Procedures Policy, marked as attachment 3 to this report, is endorsed.

Seconded by Cr M Bishop

CARRIED UNANIMOUSLY 7: 022018

6.6 EASTERN HEALTH AUTHORITY AUDIT COMMITTEE TERMS OF REFERENCE

Cr D Shetliffe moved:

That:

1. The report regarding the Eastern Health Authority Audit Committee Terms of Reference is received.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 8: 022018

6.7 EASTERN HEALTH AUTHORITY ENFORCEMENT POLICY REVIEW

Cr P Cornish moved:

That:

1. The report regarding the Eastern Health Authority Enforcement Policy is received.
2. The Policy entitled Eastern Health Authority Enforcement Policy, marked attachment 2 to this report, is adopted.

Seconded by Cr D Shetliffe

CARRIED UNANIMOUSLY 9: 022018

7 INFORMATION REPORTS:

7.1 Public and Environmental Health

Cr D Shetliffe moved:

That:

The Public and Environmental Health Report is received.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 10: 022018

7.2 Immunisation

Cr K Barnett moved:

That:

The Immunisation Services Report is received.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 11: 022018

7.3 Food Safety Report

Cr K Barnett moved:

That:

The Food Safety Report is received.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 12: 022018

7.4 Health Care and Community Services

Cr P. Cornish moved:

That:

The Supported Residential Facility Report is received.

Seconded by Cr D Shetliffe

CARRIED UNANIMOUSLY 13: 022018

9 OTHER BUSINESS:

Nil

10 CLOSURE OF MEETING:

The Chairperson, Cr S Whittington, declared the meeting closed at 7:43pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 26 February 2018.

Cr S Whittington

CHAIRPERSON