

**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 2 May 2018 commencing at 6.30pm.

**MEMBERS PRESENT:**

Cr P Cornish, Cr A Monceaux	Burnside
Cr J Kennedy, Cr M Ryan	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 6:42pm.

**2 APOLOGIES:**

Nil

**3 CHAIRPERSON'S REMARKS:**

Nil

**4 CONFIRMATION OF MINUTES:**

Cr J Kennedy moved:

The minutes of the meeting of the Board held on 21 February 2018 be taken as read and confirmed.

Seconded by Cr P Cornish

**CARRIED UNANIMOUSLY 1: 052018**

**5 MATTERS ARISING FROM THE MINUTES:**

Nil

**6 ADMINISTRATION REPORT:**

**6.1 SECOND (DECEMBER 2017) BUDGET REVIEW FOR 2017/2018**

Cr P Cornish moved:

That:

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

Seconded by Cr D Shetliffe

**CARRIED UNANIMOUSLY 2:052018**

**6.2 FINANCE REPORT AND THIRD AND FINAL (MARCH 2018) BUDGET REVIEW FOR 2017/2018**

Cr P Cornish moved:

That:

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

Seconded by Cr M Ryan

**CARRIED UNANIMOUSLY 3: 052018**

**6.3 FIRST ATTENDANCE OF AUDITOR FOR EXTERNAL AUDIT MANAGEMENT REPORT FOR THE FINANCIAL YEAR ENDING 30 JUNE 2018**

Cr A Monceaux moved:

That:

The report regarding the first attendance in relation to the External Audit Management Report for the year ending 30 June 2018 is received.

Seconded by Cr D Shetliffe

**CARRIED UNANIMOUSLY 4: 052018**

**6.4 DRAFT ANNUAL BUSINESS PLAN AND BUDGETED FINANCIAL STATEMENTS FOR 2018/2019**

Cr P Cornish moved:

That:

1. The Draft Annual Business Plan and Budgeted Financial Statements for 2018/2019 Report is received.
2. The Draft Annual Business Plan and Budgeted Financial Statements for 2018/2019 as provided as attachment 3 to this report is endorsed and forwarded to Constituent Councils for any further comment.

Seconded by Cr G Knoblauch

**CARRIED UNANIMOUSLY 5: 052018**

**6.5 EASTERN HEALTH AUTHORITY (EHA) AUDIT COMMITTEE ANNUAL REPORT EVALUATION 2017**

Cr M Ryan moved:

That:

- 1 The report titled EHA Audit Committee Annual Report Evaluation 2017 is received.
- 2 The EHA Audit Committee Annual Report Evaluation 2017 as detailed in attachment 1 to this report is presented to the Board of Management for consideration.

Seconded by Cr T Evans

**CARRIED UNANIMOUSLY 6: 052018**

**6.6 EASTERN HEALTH AUTHORITY REVIEW OF DELEGATIONS**

Cr A Monceaux moved:

That:

**RECOMMENDATION**

1. That:

1.1 having been delegated powers and functions:

1.1.1 under the following:

1.1.1.1 *Environment Protection Act 1993* and Environmental Protection (Waste to Resources) Policy 2010

1.1.1.2 *Expiation of Offences Act 1996*

1.1.1.3 *Local Government Act 1999*

1.1.1.4 *Safe Drinking Water Act 2011*

1.1.1.5 *South Australian Public Health Act 2011; South Australian Public Health (General) Regulations 2013, South Australian Public Health (Legionella) Regulations 2013 and South Australian Public Health (Wastewater) Regulations 2013*

1.1.1.6 *Fines Enforcement and Debt Recovery Act 2017*

1.1.1.7 *Supported Residential Facilities Act 1992 and Supported Residential Facilities Regulations 2009.*

("the Head Delegation")

1.1.2 by the following Councils:

1.1.2.1 City of Burnside on the 24th day of April 2018

1.1.2.2 Campbelltown City Council on the 3rd day of April 2018 and 1st day of May 2018

1.1.2.3 City of Norwood Payneham and St Peters on the 3rd day of April 2018

1.1.2.4 City of Prospect on the 24th day of April 2018

1.1.2.5 Corporation of the Town of Walkerville on the 19th day of March 2018

as set out in Appendices A to E of the Report dated 2 May 2018 and entitled "Eastern Health Authority Review of Delegations".

1.2 Eastern Health Authority ("EHA"):

1.2.1 in exercise of the powers under Section 44(4)(b) and Clause 36 of Schedule 2 of the *Local Government Act 1999*:

1.2.1.1 revokes all previous subdelegations under the below legislation to the person occupying the office of Chief Executive Officer of EHA and all other employees and officers of EHA, and

1.2.1.2 subdelegates the powers and functions under the following Acts and specified in the proposed Instruments of Subdelegation contained in Appendices 1 – 6 of the Report dated 2 May 2018 and entitled "Eastern Health Authority Review of Delegations" (each of which is individually identified as indicated below) to the persons occupying the office or position detailed in the proposed Instruments of Subdelegation subject to the conditions and/or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Subdelegation:

(a) *Environment Protection Act 1993* and Environment Protection (Waste to Resources) Policy 2010 (Appendix 1)

(b) *Expiation of Offences Act 1996* (Appendix 2)

(c) *Local Government Act 1999* (Appendix 3)

(d) *Safe Drinking Water Act 2011* (Appendix 4)

- (e) *South Australian Public Health Act 2011; South Australian Public Health (General) Regulations 2013, South Australian Public Health (Legionella) Regulations 2013 and South Australian Public Health (Wastewater) Regulations 2013* (Appendix 5)
- (f) *Fines Enforcement and Debt Recovery Act 2017* (Appendix 6)

1.2.2 in exercise of the powers contained in Section 9(3)(b) of the *Supported Residential Facilities Act 1992* and Clause 36 of Schedule 2 of the *Local Government Act 1999*:

1.2.2.1 revokes all previous subdelegations under the *Supported Residential Facilities Act 1992* to the person occupying the office of Chief Executive Officer of EHA and all other employees and officers of EHA and

1.2.2.2 subdelegates the powers and functions under the *Supported Residential Facilities Act 1992* specified in the proposed Instrument of Subdelegation contained in Appendix 7 of the Report dated 2 May 2018 and entitled "Eastern Health Authority Review of Delegations" to the persons occupying the office or position detailed in the proposed Instruments of Subdelegation subject to the conditions and/or limitations specified herein or in the Schedule of Conditions in the proposed Instrument of Subdelegation.

2. That, in exercise of the power under Clause 36 of Schedule 2 of the *Local Government Act 1999*, EHA:

2.1 revokes all previous delegations under the below legislation to the person occupying the office of Chief Executive Officer of EHA and all other employees and officers of EHA and

2.2 delegates the powers and functions under the following Acts and specified in the proposed Instruments of Delegation contained in Appendices 2 and 4 of the Report dated 2 May 2018 and entitled "Eastern Health Authority Review of Delegations" (each of which is individually identified as indicated below) to the persons occupying the office or position detailed in the proposed Instruments of Delegation subject to the conditions and/or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Delegation:

2.2.1 *Expiation of Offences Act 1996* (Appendix 2)

2.2.2 *Safe Drinking Water Act 2011* (Appendix 4).

3. That EHA, as an enforcement agency and in exercise of the power contained in Section 91 of the *Food Act 2001*:

- 3.1 revokes all previous delegations under the *Food Act 2001* to the person occupying the office of Chief Executive Officer of EHA and all other employees and officers of EHA and
- 3.2 hereby delegates this 2 May 2018 the powers and functions under the *Food Act 2001* specified in the proposed Instrument of Delegation contained in Appendix 8 to the Report dated 2 May 2018 and entitled "Eastern Health Authority Review of Delegations" to the persons occupying the office or position detailed in the proposed Instrument of Delegation subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the *Food Act 2001*.

**STANDARD CONDITIONS OF SUBDELEGATIONS AND DELEGATIONS MADE BY THE  
EASTERN HEALTH AUTHORITY**

"Nil"

Seconded by Cr J Kennedy

**CARRIED UNANIMOUSLY 7: 052018**

N Conci & N Bevitt left the meeting at 7.35pm  
N Conci & N Bevitt returned to the meeting at 7.45pm

**6.7 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW  
COMMITTEE UPDATE REPORT**

Cr M Ryan moved:

That:

The Chief Executive Officer Performance Review Committee Update Report is received.

Seconded by Cr K Barnett

**CARRIED UNANIMOUSLY 8: 052018**

**6.8 CODE OF CONDUCT FOR EASTERN HEALTH AUTHORITY EMPLOYEES**

Cr P Cornish moved:

That:

1. The report regarding the Eastern Health Authority Employee Code of Conduct is received.
2. The Eastern Health Authority Employee Code of Conduct marked attachment 1 to the report dated 2 May 2018 is adopted.

Seconded by Cr M Ryan

**CARRIED UNANIMOUSLY 9: 052018**

**6.8(a) MOTION FROM FLOOR**

Cr A Monceaux moved:

That:

1. In relation to section 2.7 'Gifts and Benefits' of the Eastern Health Authority Employee Code of Conduct the Board nominated a \$50.00 value.

Seconded by Cr M Ryan.

**CARRIED UNANIMOUSLY 9.a: 052018**

**7 INFORMATION REPORTS:**

**7.1 Public and Environmental Health**

Cr G Knoblauch moved:

That:

The Public and Environmental Health Report is received.

Seconded by Cr M Ryan

**CARRIED UNANIMOUSLY 10: 052018**



## 7.2 Immunisation

Cr P Cornish moved:

That:

The Immunisation Services Report is received.

Seconded by Cr G Knoblauch

**CARRIED UNANIMOUSLY 11: 052018**

## 7.3 Food Safety Report

Cr P Cornish moved:

That:

The Food Safety Report is received.

Seconded by Cr M Ryan

**CARRIED UNANIMOUSLY 12: 052018**

### Adjournment of Council Meeting

At 8.15pm Cr S Whittington moved that the standing orders be suspended.

CEO Michael Livori provided a preliminary briefing on an SRF matter.

### Resumption of Board Meeting

At 8:25pm the Council meeting resumed.

**7.4 Health Care and Community Services**

Cr P Cornish moved:

That:

The Supported Residential Facility Report is received.

Seconded by Cr A Monceaux

**CARRIED UNANIMOUSLY 13: 052018**

**9 OTHER BUSINESS:**

Nil

**10 CLOSURE OF MEETING:**

The Chairperson, Cr S Whittington, declared the meeting closed at 8.30pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 4 May 2018.

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**Cr S Whittington**

**CHAIRPERSON**