

**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 27 June 2018 commencing at 6.33pm.

**MEMBERS PRESENT:**

Cr P Cornish	Burnside
Cr J Kennedy, Cr M Ryan	Campbelltown
Cr G Knoblauch, Cr S Whittington	Norwood Payneham & St Peters
Cr K Barnett	Prospect
Cr D Shetliffe (from 6.40pm), Cr M Bishop (from 6.40pm)	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 the Chair, Cr S Whittington, at 6.33pm.

Cr M Ryan moved:

That:

The meeting be adjourned for a period of 15 minutes.

Seconded by Cr G Knoblauch

**CARRIED UNANIMOUSLY**

**1: 062018**

At 6.40pm, the meeting resumed with all members present who were present at the adjournment as well as Cr D Shetliffe and Cr M Bishop.

**2 APOLOGIES:**

Cr T Evans	Prospect
Cr A Monceaux	Burnside
Cr D Shetliffe, Cr M Bishop	Walkerville (for lateness)
N Conci	Team Leader Environmental Health Officer

**3 CHAIRPERSON'S REMARKS**

Nil

**4 CONFIRMATION OF MINUTES:**

Cr J Kennedy moved:

The minutes of the Special Meeting of the Board of Management held on 7 June 2018 as tabled at the meeting be taken as read and confirmed.

Seconded by Cr G Knoblauch

**CARRIED UNANIMOUSLY 2: 062018**

Cr K Barnett moved:

The minutes of the Special Meeting of the Board of Management held on 19 June 2018 as tabled at the meeting be taken as read and confirmed.

Seconded by Cr P Cornish

**CARRIED UNANIMOUSLY 3: 062018**

Cr M Ryan moved:

The minutes of the Meeting of the Board of Management held on 2 May 2018 as tabled at the meeting be taken as read and confirmed.

Seconded by Cr D Shetliffe

**CARRIED UNANIMOUSLY 4: 062018**

**5 MATTERS ARISING FROM THE MINUTES:**

Nil

**6 ADMINISTRATION REPORT:**

**6.1 THIRD AND FINAL (MARCH 2018) BUDGET REVIEW**

Cr P Cornish moved:

That:

The Finance Report and Third and Final (March 2018) Budget Review for 2017/2018 Report be received.

Seconded by Cr D Shetliffe

**CARRIED UNANIMOUSLY**

**5: 062018**

## **6.2 FINANCIAL REPORTS**

Cr J Kennedy moved:

That:

The financial report is received and adopted.

Seconded by Cr G Knoblauch

**CARRIED UNANIMOUSLY**

**6: 062018**

## **6.3 ADOPTION OF ANNUAL BUSINESS PLAN AND BUDGETED FINANCIAL STATEMENTS FOR 2018/2019**

Cr D Shetliffe moved:

That:

1. The report regarding the adoption of the Eastern Health Authority Annual Business Plan and Budgeted Financial Statements for 2018/2019 is received.
2. The Eastern Health Authority Annual Business Plan for 2018/2019 provided as attachment 4 to the report is adopted.
3. The Budget as detailed in the Eastern Health Authority Annual Business Plan 2018/2019 and provided as attachment 4 to the report is adopted.
4. A copy of the Eastern Health Authority Annual Business Plan 2018/2019 including the Budget are provided to the Chief Executive Officer of each Constituent Council within five business days.

Seconded by Cr P Cornish

**CARRIED UNANIMOUSLY**

**7: 062018**

**6.4 REVIEW OF MOTOR VEHICLE USE POLICY**

Cr P Cornish moved:

That:

1. The report regarding the review of the Motor Vehicle Use policy is received.
2. The contribution rate for vehicle usage detailed within the Eastern Health Authority's Motor Vehicle Use policy be adjusted to \$87.00 per week as at 1 July 2018.

Seconded by Cr M Bishop

Cr P Cornish with the consent of Cr M Bishop sought and was granted leave of the meeting to vary motion 6.4 as follows:

That (as varied):

1. The report regarding the review of the Motor Vehicle Use policy is received.
2. The contribution rate for vehicle usage detailed within the Eastern Health Authority's Motor Vehicle Use policy be adjusted to \$87.00 per week as at 1 July 2018.
3. That the CEO investigate the minimum vehicle standards required by EHA for inclusion in the next review of the Motor Vehicle Use Policy.

**CARRIED UNANIMOUSLY**

**8: 062018**

**6.5 HEALTH CARE AND COMMUNITY SERVICES****SUPPORTED RESIDENTIAL FACILITY LICENSING REPORT**

Cr D Shetliffe moved:

That:

1. The Supported Residential Facilities 2018-2019 Licensing Report is received.
2. The applicants detailed below be granted a licence to operate a Supported Residential Facility for a period of one year from 1 July 2018 to 30 June 2019 under the provisions of the Supported Residential Facilities Act 1992 without conditions:

<b>Applicant</b>	<b>Premises</b>
Palm Gardens Consolidated Pty Ltd	Magill Estate Retirement Village 122 Reid Avenue Magill SA 5072
<b>Applicant</b>	<b>Premises</b>
Auscare Retirement Pty Ltd	Vailima Gardens Retirement Village 63 Hackney Road Hackney SA 5069
<b>Applicant</b>	<b>Premises</b>
Bellara Aged Care Village Pty Ltd	Bellara Village 98 Newton Road Campbelltown SA 5074

3. The applicants below be granted a licence to operate a Supported Residential Facility for a period of one year from 1 July 2018 to 30 June 2019 under the provisions of the Supported Residential Facilities Act 1992 subject to conditions as detailed:

<b>Applicant</b>	<b>Premises</b>
Magill Lodge Supported Residential Care Pty Ltd	Magill Lodge 524 Magill Road Magill SA 5072
<b>Conditions</b>	
<ol style="list-style-type: none"> <li>1. Ensure that the facility, and all furniture, fixtures and fittings at the facility are maintained in a clean, safe and hygienic condition.</li> <li>2. Implement the approved cleaning and maintenance schedules to demonstrate compliance with condition 1.</li> <li>3. If there are 30 or more residents of the facility – ensure that the staff includes both a cook and a cleaner in addition to the members of staff who provide personal care services to residents of the facility; and in any case – ensure that the facility is staffed so as to ensure, at all times, the proper care and safety of residents.</li> </ol>	

4. Advise EHA via email correspondence when there are 30 or more residents of the facility and provide staff rosters that demonstrate the requirement in condition 3.	
<b>Applicant</b>	<b>Premises</b>
MGB Residential Pty Ltd	Prospect Residential Care Services 6 Dean Street Prospect SA 5082
<b>Conditions</b>	
<p>1. Ensure that the facility, and all furniture, fixtures and fittings at the facility are maintained in a clean, safe and hygienic condition.</p> <p>2. Implement the approved cleaning and maintenance schedules to demonstrate compliance with condition 1.</p> <p>3. If there are 30 or more residents of the facility – ensure that the staff includes both a cook and a cleaner in addition to the members of staff who provide personal care services to residents of the facility; and in any case – ensure that the facility is staffed so as to ensure, at all times, the proper care and safety of residents.</p> <p>4. Advise EHA via email correspondence when there are 30 or more residents of the facility and provide staff rosters that demonstrate the requirement in condition 3.</p>	

Seconded by Cr M Bishop

**CARRIED UNANIMOUSLY**

**9: 062018**

**7 INFORMATION REPORTS:**

**7.1 Public and Environmental Health**

Cr P Cornish moved:

That:

The Public and Environmental Health Report is received.

Seconded by Cr M Ryan

**CARRIED UNANIMOUSLY**

**10: 062018**

## **7.2 Immunisation**

Cr J Kennedy moved:

That:

The Immunisation Services Report is received.

Seconded by Cr G Knoblauch

**CARRIED UNANIMOUSLY**

**11: 062018**

## **7.3 Food Safety Report**

Cr M Ryan moved:

That:

The Food Safety Report is received.

Seconded by Cr K Barnett

**CARRIED UNANIMOUSLY**

**12: 062018**

## **7.4 Home Care and Community Services**

Cr J Kennedy moved:

That:

The Supported Residential Facility Report is received.

Seconded by Cr D Shetliffe

**CARRIED UNANIMOUSLY**

**13: 062018**

**8 OTHER BUSINESS:**

**CLIFFORD HOUSE**

Cr D Shetliffe moved:

That:

The Chief Executive Officer be authorised to provide information and/or a presentation concerning the Clifford House SRF Licence Renewal (including but not limited to the contents of the two confidential reports to the Board, the documents considered by the Board, and the Minutes of the Board on this subject) to the elected members and senior staff of the City of Prospect on a confidential basis, if requested by the City of Prospect's Chief Executive Officer.

Seconded by Cr P Cornish

**CARRIED UNANIMOUSLY 14: 062018**

**9 CLOSURE OF MEETING:**

The Chairperson, Cr S Whittington, declared the meeting closed at 7.57pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 28 June 2018.

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**CR S Whittington**

**CHAIRPERSON**