

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 22 June 2016 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,	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 6:36pm.

2 APOLOGIES:

Cr D Shetliffe	Walkerville
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3 CHAIRPERSON'S REMARKS

Nil.

4 CONFIRMATION OF MINUTES:

Cr M Ryan moved:

The minutes of the meeting of the Board held on 27 April 2016 be taken as read and confirmed.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 1: 062016

5 MATTERS ARISING FROM THE MINUTES:

Nil.

6 ADMINISTRATION REPORT:

6.1 THIRD AND FINAL (MARCH 2016) BUDGET REVIEW

Cr G Knoblauch moved:

That:

1. The Third and Final (March 2016) Budget Review Report is received.
2. The amended budgeted financial statements for 2015/2016 as detailed in attachment 2 of the Third and Final (March 2016) Budget Review Report are adopted with a revised result being a surplus of \$10,083.

Seconded by Cr A Monceaux

CARRIED UNANIMOUSLY 2: 062016

6.2 FINANCIAL REPORTS

Cr P Cornish moved:

That:

The financial report is received and adopted.

Seconded by Cr M Ryan

CARRIED UNANIMOUSLY 3: 062016

6.3 ADOPTION OF ANNUAL BUSINESS PLAN AND BUDGETED FINANCIAL STATEMENTS FOR 2016/2017

Cr M Ryan moved:

That:

1. The report regarding the adoption of the Eastern Health Authority Annual Business Plan and Budgeted Financial Statements for 2016/2017 is received.
2. The Eastern Health Authority Annual Business Plan for 2016/2017 provided as attachment 4 to the report is adopted.
3. The Budgeted Financial Statements as detailed in the Eastern Health Authority Annual Business Plan 2016/2017 and provided as attachment 4 to the report are adopted.
4. A copy of the Eastern Health Authority Annual Business Plan 2016/2017 including the Budgeted Financial Statements are provided to the Chief Executive Officer of each Constituent Council within five business days.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 4: 062016

6.4 EASTERN HEALTH AUTHORITY CHARTER 2016

Cr P Cornish moved:

That:

The Eastern Health Authority 2016 Charter Report be received.

Seconded by Cr T Evans

CARRIED UNANIMOUSLY 5: 062016

6.5 COMPARISON REPORT

Cr P Cornish declared a perceived conflict of interest considering the City of Burnside requested that EHA undertake benchmarking of their services. Cr P Cornish requested to remain in the room during the discussion of this report.

Cr A Monceaux declared a perceived conflict of interest considering the City of Burnside requested that EHA undertake benchmarking of their services. Cr A Monceaux requested to remain in the room during the discussion of this report.

Cr K Barnett moved:

That:

1. The Comparison Report is received.
2. A copy of the Comparison Report is provided to each Constituent Council.

Seconded by Cr T Evans

CARRIED UNANIMOUSLY 6: 062016

Cr P Cornish and Cr A Monceaux voted in favour of the motion.

6.6 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE UPDATE REPORT

Cr J Kennedy moved:

That:

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

Seconded by Cr M Bishop

CARRIED UNANIMOUSLY 7: 062016

6.7 EASTERN HEALTH AUTHORITY ENTERPRISE AGREEMENT 2016 NEGOTIATIONS

Cr K Barnett moved:

That:

The report regarding the Eastern Health Authority Enterprise Agreement 2016 negotiations be received.

Seconded by Cr M Ryan

CARRIED UNANIMOUSLY 8: 062016

6.8 REVIEW OF MOTOR VEHICLE USE POLICY

Cr J Kennedy 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 remains at \$82.50 per week.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 9: 062016

6.9 REVIEW OF THE FOOD BUSINESS AUDIT FEE POLICY

Cr K Barnett moved:

That:

1. The report regarding the review of the Food Business Audit Fee Policy is received.
2. The policy entitled Food Business Audit Fee Policy, marked attachment 1 to this report is adopted.

Seconded by Cr A Monceaux

CARRIED UNANIMOUSLY 10: 062016

6.10 HEALTH CARE AND COMMUNITY SERVICES

Cr M Ryan moved:

That:

1. The Supported Residential Facilities 2016-2017 Licensing Report is received.
2. The applicant detailed below be granted a licence to operate a Supported Residential Facility for a period of one year from 1 July 2016 to 30 June 2017 under the provisions of the *Supported Residential Facilities Act 1992* without conditions:

Applicant	Premises
Magill Lodge Supported Residential Care Pty Ltd	Magill Lodge 524 Magill Road Magill SA 5072

3. The applicant below be granted a licence to operate a Supported Residential Facility for a period of one year from 1 July 2016 to 30 June 2017 under the provisions of the *Supported Residential Facilities Act 1992* subject to conditions:

Applicant	Premises
Retire Australia	Magill Estate Retirement Village 122 Reid Avenue Magill SA 5072
Conditions	
1. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoings) by 30 September 2016.	
Applicant	Premises
Glenbrook Apartments Pty Ltd	The Glenbrook 25 L`Estrange Street, Glenside, SA 5065
Conditions	
1. Residents receiving personal care services as defined in the Supported Residential Facilities Act 1992 must only reside in the following apartments: 4, 26, 33 and 38 unless otherwise agreed in writing by the Eastern Health Authority.	

<p>2. Access to all communal areas and the apartments 4, 26, 33 and 38 must be provide to Authorised Officers of the Eastern Health Authority at any reasonable time on an unannounced basis.</p> <p>Conditions 1 and 2 are ongoing for the period of the licence from 1 July 2016 – 30 June 2017.</p>	
Applicant	Premises
Leabrook Place Pty Ltd	Leabrook Place 17 Tusmore Avenue, Leabrook, SA 5068
Conditions	
<p>1. Residents receiving personal care services as defined in the <i>Supported Residential Facilities Act 1992</i> must only reside in the following apartments: 11, 15, 16, 27, 48 and 54 unless otherwise agreed in writing by the Eastern Health Authority.</p> <p>2. Access to all communal areas and the apartments 11, 15, 16, 27, 48 and 54 must be provided to Authorised Officers of the Eastern Health Authority at any reasonable time on an unannounced basis.</p> <p>Conditions 1 and 2 are ongoing for the period of the licence from 1 July 2016 – 30 June 2017.</p>	
Applicant	Premises
Bellara Aged Care Pty Ltd	Bellara Village 98 Newton Road Campbelltown SA 5074
Conditions	
<p>1. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing) by 30 September 2016.</p>	
Applicant	Premises
Adelaide Rest Home Pty Ltd	Clifford House 4 Farrant Street Prospect SA 5082
Conditions	
<ol style="list-style-type: none"> 1. Ensure that the facility, and all furniture, fixtures and fittings at the facility are maintained in a clean, safe and hygienic condition. 2. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing). 3. Clean the ceiling in bathroom 4 to remove the mould and repaint the ceiling. 4. Grab rails must be fitted in the shower cubicle and next to the toilet in bathroom 4, in accordance with Australian Standard AS1428-2001. 5. Repair the floor in bathroom 1 (Main building) to ensure the surface is sealed and can be effectively cleaned. 6. Repair the damp and mouldy wall in bedroom 8. 7. Repair the damp and mouldy wall opposite bedroom 16. 8. Fit an extractor fan cover in bathroom 5. 9. Repair or replacement to worn flooring in bedroom 5. 10. Repair or replacement to worn flooring in bedroom 7. <p>Condition 1 is ongoing for the period of the licence from 1 July 2016 – 30 June 2017. Condition 2 must be complied with by 30 September 2016 and</p>	

conditions 3-10 must be complied with by 30 January 2017.	
Applicant	Premises
Antwyn Pty Ltd	Prospect Residential Care Services 6 Dean Street Prospect SA 5082
Conditions	
<ol style="list-style-type: none"> 1. Ensure that the facility, and all furniture, fixtures and fittings at the facility are maintained in a clean, safe and hygienic condition. 2. Ensure that the staff includes both a cook and a cleaner in addition to the members of the staff who provide personal care services to residents of the facility. 3. Ensure that the facility is staffed so as to ensure, at all times, the proper care and safety of residents. 4. Repair the damp wall and repaint the area in the corridor adjacent to the medication room. 5. Repair the damp wall and repaint the area adjacent to the white bathroom. 6. Clean and repaint the walls in bedroom 6. 7. Repair the fly screen to prevent entry by pests in bedroom 6. 8. Clean and repaint the door to Bathroom 2 (White bathroom). 9. Clean and re-grout the mould affected areas in bathroom 2. 10. Replace the damaged tiles in bathroom 2. <p>Condition 1-3 is ongoing for the period of the licence from 1 July 2016 – 30 June 2017. Conditions 4-10 must be complied with by 30 January 2017.</p>	
Applicant	Premises
Westwal Pty Ltd and Tepport Pty Ltd	Vailima Gardens Retirement Village 63 Hackney Road Hackney SA 5069
Conditions	
<ol style="list-style-type: none"> 1. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing) by 30 September 2016. 	
Applicant	Premises
Myrtle Grove Supportive Care Pty Ltd	Ocean Grove Supportive Care at Myrtle Bank 494 Fullarton Road, Myrtle Bank SA 5064
Conditions	
<ol style="list-style-type: none"> 1. Provide an adequate outdoor shaded area for the residents to spend reasonable periods of time outdoors in a comfortable and pleasant environment. 2. A reasonable supply of hot water for the residents' bathing purposes must be provided at a temperature that could not cause scalding in accordance with the Supported Residential Facilities Regulations 2009, Regulation 21(3)(c)(i). 3. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing). <p>Conditions 1-3 must be complied with by 30 September 2016.</p>	
Applicant	Premises
Gumtree Grove Pty Ltd	Rose Terrace Hostel 102 Rose Terrace Wayville SA 5034

Conditions	
<ol style="list-style-type: none"> 1. Ensure that the facility, and all furniture, fixtures and fittings at the facility are maintained in a clean, safe and hygienic condition. 2. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing). <p>Condition 1 is ongoing for the period of the licence from 1 July 2016 – 30 June 2017 and condition 2 must be complied with by 30 September 2016.</p>	
Applicant	Premises
SA Support Services	Aldridge Court 109-111 Young St Parkside Unley SA 5063
Conditions	
<ol style="list-style-type: none"> 1. Replace the degraded outdoor furniture with suitable outdoor furniture to create a 'homelike' environment. 2. Provide an adequate outdoor shaded area for the residents to spend reasonable periods of time outdoors in a comfortable and pleasant environment. 3. Re-paint the walls in the resident's kitchen area. 4. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing). <p>Conditions 1-4 must be complied with by 30 September 2016.</p>	
Applicant	Premises
Westwal Pty Ltd	Auscare at Unley 262 Cross Road Kings Park SA 5034
Conditions	
<ol style="list-style-type: none"> 1. Residents receiving personal care services as defined in the <i>Supported Residential Facilities Act 1992</i> must only reside in the following apartments 1, 3F, 10, 11, 17, 20, 21, 24, 25, 31, unless otherwise agreed in writing by the Eastern Health Authority. 2. Access to all communal areas and the apartments 1, 3F, 10, 11, 17, 20, 21, 24, 25, 31. 3. Provide copies of accounting records including profit and loss statement, balance sheet (assets and liability) and cash flow statement (incoming/ outgoing). <p>Conditions 1 and 2 are ongoing for the period of the licence from 1 July 2016 – 30 June 2017. Condition 3 must be complied with by 30 September 2016.</p>	

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 11: 062016

7 INFORMATION REPORTS:

7.1 PUBLIC AND ENVIRONMENTAL HEALTH

Cr G Knoblauch moved:

That:

The Public and Environmental Health Report is received.

Seconded by M Ryan

CARRIED UNANIMOUSLY 12: 062016

7.2 IMMUNISATION

Cr K Barnett moved:

That:

The Immunisation Services Report is received.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 13: 062016

7.3 FOOD SAFETY REPORT

Cr P Cornish moved:

That:

The Food Safety Report is received.

Seconded by Cr M Ryan

CARRIED UNANIMOUSLY 14: 062016

7.4 HEALTH CARE AND COMMUNITY SERVICES

Cr J Kennedy moved:

That:

The Supported Residential Facility Report is received.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 15: 062016

8 OTHER BUSINESS:

Nil.

9 CLOSURE OF MEETING:

The Chairperson, Cr S Whittington, declared the meeting closed at 8:12pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 29 June 2016.

CR S Whittington

CHAIRPERSON