

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 26 June 2019 commencing at 6:30pm.

MEMBERS PRESENT:

Cr P Cornish, M Heinrich	Burnside
M Hammond, Cr J Kennedy	Campbelltown
Cr G Knoblauch, Cr S Whittington	Norwood Payneham & St Peters
Cr K Barnett	Prospect
Cr J Joshi, A Caddy	Walkerville

In attendance:

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

1 OPENING:

The meeting was declared open by the Cr Peter Cornish at 6:39pm.

Cr Peter Cornish welcomed Andreea Caddy from Walkerville Council to the meeting.

2 APOLOGIES:

N Cunningham	Prospect
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3 CONFIRMATION OF MINUTES:

Cr S Whittington moved:

The minutes of the meeting of the Board held on 1 May 2019 be taken as read and confirmed.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY

1: 26062019

4 MATTERS ARISING FROM THE MINUTES:

Nil.

Squalor and Hoarding Presentation by Vicki Burns (Environmental Health Officer - EHA)

5 ADMINISTRATION REPORT

5.1 THIRD AND FINAL (MARCH 2019) BUDGET REVIEW

Cr S Whittington moved:

That:

1. The Finance Report and Third and Final (March 2019) Budget Review for 2018/2019 Report be received.
2. The amended budget for 2018/2019 as detailed in attachment 2 of the Finance Report and Third and Final (March 2019) Budget Review for 2018/2019 Report is adopted.

Seconded by Magnus Heinrich

CARRIED UNANIMOUSLY 2: 26062019

5.2 FINANCIAL REPORTS

Cr J Kennedy moved:

That:

1. The financial report is received and adopted.

Seconded by Cr J Joshi

CARRIED UNANIMOUSLY 3: 26062019

5.3 ADOPTION OF ANNUAL BUSINESS PLAN AND BUDGETED FINANCIAL STATEMENTS FOR 2019/2020

Cr G Knoblauch moved:

That:

1. The report regarding the adoption of the Eastern Health Authority Annual Business Plan and Budgeted Financial Statements for 2019/2020 is received.
2. The Eastern Health Authority Annual Business Plan for 2019/2020 provided as attachment 5 to the report is adopted.
3. The Budget for 2019/2020 provided as attachment 6 to the report is adopted and is incorporated into the Annual Business Plan 2019/2020.
4. A copy of the Eastern Health Authority Annual Business Plan 2019/2020 incorporating the Budget are provided to the Chief Executive Officer of each Constituent Council within five business days.
5. The Board notes the commitment of EHA to undertake a full cost and service review and seek concurrence into the scope from Constituent Councils.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY 4: 26062019

5.4 REVIEW OF MOTOR VEHICLE USE POLICY

Cr S Whittington moved:

That:

1. The report regarding the review of the Motor Vehicle Use policy is received.
2. The amended Motor Vehicle Use Policy marked as attachment 1 to this report as amended is adopted.

Seconded by M Heinrich

CARRIED UNANIMOUSLY 5: 26062019

5.5 REVIEW OF THE FOOD BUSINESS AUDIT FEE POLICY

Cr S Whittington 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 2 to this report, is adopted.

Seconded by Cr J Joshi

CARRIED UNANIMOUSLY 6: 26062019

5.6 HEALTH CARE AND COMMUNITY SERVICES

Cr J Kennedy moved:

That:

1. The Supported Residential Facilities 2019-2020 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 2019 to 30 June 2020 under the provisions of the Supported Residential Facilities Act 1992 without conditions:

Applicant	Premises
Palm Gardens Consolidated Pty Ltd	Magill Estate Retirement Village 122 Reid Avenue Magill SA 5072
Applicant	Premises
Vailima Gardens Pty Ltd	Vailima Gardens Retirement Village 63 Hackney Road Hackney SA 5069
Applicant	Premises
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 2019 to 30 June 2020 under the provisions of the Supported Residential Facilities Act 1992 subject to conditions as detailed:

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

<ol style="list-style-type: none"> 1. Maintain records of cleaning and maintenance activities undertaken at the facility in accordance with the approved cleaning and maintenance schedules. 2. Retain all cleaning and maintenance records at the facility to demonstrate compliance with condition 1. 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. 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. 	
Applicant	Premises
MGB Residential Pty Ltd	Prospect Residential Care Services 4-6 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. Review and, where required, update the approved cleaning and maintenance schedules to ensure that the scope and frequency is sufficient to secure compliance with licence condition 1. 3. Submit all revised cleaning and maintenance schedules to the Authorised Officer for approval. 4. Maintain records of cleaning and maintenance activities undertaken at the facility in accordance with the approved cleaning and maintenance schedules. 5. Retain all cleaning and maintenance records at the facility to demonstrate compliance with condition 4. 6. Maintain records for the management of medication of residents of the facility. 7. Ensure all records that are maintained for the management of medication of residents of the facility are accurate, consistent and in accordance with the resident’s medical requirements. 8. Retain records for the management of medication of residents of the facility to demonstrate compliance with conditions 6 and 7. 9. 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. 10. 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 9. 	

Seconded by M Heinrich

CARRIED UNANIMOUSLY 7: 26062019

6 INFORMATION REPORTS:

6.1 Public and Environmental Health

M Heinrich moved:

That:

The Public and Environmental Health Report is received.

Seconded by Cr Sue Whittington

CARRIED UNANIMOUSLY 8: 26062019

6.2 Immunisation

M Heinrich moved:

That:

The Immunisation Services Report is received.

Seconded by Cr Sue Whittington

CARRIED UNANIMOUSLY 9: 26062019

6.3 Food Safety Report

Cr Sue Whittington moved:

That:

The Food Safety Report is received.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 10: 26062019

6.4 Health Care and Community Services

Cr Sue Whittington moved:

That:

The Supported Residential Facility Report is received.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY

11: 26062019

7 CORRESPONDENCE:

Nil.

8 CLOSURE OF MEETING:

The Chairperson, Cr P Cornish, declared the meeting closed at 8:11pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 28 June 2019.

CR P Cornish

CHAIRPERSON