

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 24 February 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 D Shetliffe	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 Chief Executive Officer Michael Livori, at 6:35pm.

2 APOLOGIES:

Cr M Bishop

3 CONFIRMATION OF MINUTES:

Cr J Kennedy moved:

The minutes of the meeting of the Board of Management held on 28 October 2015 be taken as read and confirmed.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 1: 022016

4 MATTERS ARISING FROM THE MINUTES:

nil.

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

Cr D Shetliffe 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 2.5.2 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.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 2: 022016

The CEO called for nominations for the position of Chairperson. Cr G Knoblauch 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 P Cornish nominated Cr A Monceaux, who accepted the nomination. Cr J Kennedy nominated Cr M Ryan, who accepted the nomination.

There being two candidates for the position of the Deputy Chairperson, the CEO conducted an election by secret ballot. The CEO subsequently announced that Cr A Monceaux had been elected to the position of Deputy Chairperson.

6 ADMINISTRATION REPORT:

6.1 FIRST (SEPTEMBER 2015) BUDGET REVIEW FOR 2015/2016

Cr D Shetliffe moved:

That:

1. The First (September 2015) Budget Review for 2015/2016 Report is received.
2. The amended budget for 2015/2016 as detailed in attachment 2 of the First (September 2015) Budget Review for 2015/2016 Report is adopted.

Seconded by Cr M Ryan

CARRIED UNANIMOUSLY 3: 022016

6.2 FINANCE REPORT AND SECOND (DECEMBER 2015) BUDGET REVIEW FOR 2015/2016

Cr J Kennedy moved:

That:

1. The Finance Report and Second (December 2015) Budget Review Report for 2015/2016 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 D Shetliffe

CARRIED UNANIMOUSLY 4: 022016

6.3 DEVELOPMENT OF ANNUAL BUSINESS PLAN FOR 2016/2017

Cr T Evans moved:

That:

1. The Development of the Annual Business Plan for 2016/2017 report is received.
2. The process for the Development of the Annual Business Plan for 2016/2017 is endorsed.

Seconded by Cr M Ryan

CARRIED UNANIMOUSLY 5: 022016

6.4 REAPPOINTMENT OF MEMBERS OF THE EASTERN HEALTH AUTHORITY (EHA) AUDIT COMMITTEE

Cr D Shetliffe moved:

That:

1. The report regarding reappointment of members of the Eastern Health Authority Audit Committee is received.
2. Lisa Scinto is appointed as Presiding Member of the Eastern Health Authority Audit Committee for a term concluding on 17 February 2018.
3. Claudia Goldsmith is appointed as an Independent Member of the Eastern Health Authority Audit Committee for a term concluding on 17 February 2018.
4. Talis Evans term as the Board representative on the EHA Audit Committee is extended to 17 February 2018.
5. Sitting fees for an Independent Member are set at \$350 and Presiding Member at \$450 per meeting.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 6: 022016

6.5 PROCUREMENT POLICY

Cr M Ryan moved:

That:

1. The report regarding the Procurement Policy is received.
2. The Procurement Policy marked attachment 2 to the Procurement Policy report dated 24 February 2016 is adopted.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 7: 022016

6.6 DEBT COLLECTION POLICY

Cr D Shetliffe moved:

That:

1. The report regarding the Debt Collection Policy is received.
2. The Debt Collection Policy marked attachment 2 to the Debt Collection Policy Report dated 24 February 2016 is adopted.

Seconded by Cr A Monceaux

CARRIED UNANIMOUSLY 8: 022016

6.7 FRAUD AND CORRUPTION PREVENTION POLICY

Cr J Kennedy moved:

That:

1. The report regarding the Fraud and Corruption Prevention Policy is received.
2. The Fraud and Corruption Prevention Policy marked attachment 1 to the Fraud and Corruption Prevention Policy report dated 24 February 2016 is adopted.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY 9: 022016

6.8 WHISTLEBLOWERS PROTECTION POLICY

Cr D Shetliffe moved:

That:

1. The report regarding the Whistleblowers Protection Policy is received.
2. The Whistleblowers Protection Policy marked as attachment 1 to the Whistleblowers Protection Policy Report dated 24 February 2016 is adopted.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 10: 022016

6.9 RISK AND OPPORTUNITY MANAGEMENT POLICY & FRAMEWORK POLICY

Cr P Cornish moved:

That:

1. The Risk and Opportunity Management Policy and Framework Report is received.
2. The Risk and Opportunity Management Policy marked as attachment 1 to the Risk and Opportunity Management Policy Report dated 24 February 2016 is adopted.

Seconded by Cr A Monceaux

CARRIED UNANIMOUSLY 11: 022016

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 A Monceaux

CARRIED UNANIMOUSLY 12: 022016

7.2 Immunisation

Cr G Knoblauch moved:

That:

The Immunisation Services Report is received.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 13: 022016

7.3 Food Safety Report

Cr K Barnett moved:

That:

The Food Safety Report is received.

Seconded by Cr P Cornish

CARRIED UNANIMOUSLY 14: 022016

7.4 Health Care and Community Services

Cr K Barnett moved:

That:

The Supported Residential Facility Report is received.

Seconded by Cr T Evans

CARRIED UNANIMOUSLY 15: 022016

8 CORRESPONDENCE:

Nil

9 CLOSURE OF MEETING:

The Chairperson, Cr S Whittington, declared the meeting closed at 8:58pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 1 March 2016.

CR S Whittington

CHAIRPERSON