

EASTERN HEALTH AUTHORITY

Minutes of the Meeting of the Board of Management of Eastern Health Authority (EHA) held at Payinthe, City of Prospect, 128 Prospect Road, Prospect on Wednesday 2 December 2020 commencing at 6:30pm.

MEMBERS PRESENT:

Cr G Knoblauch, Cr S Whittington	Norwood, Payneham & St Peters
Cr P Cornish, Cr J Davey	Burnside
M Hammond, Cr J Kennedy	Campbelltown
Cr K Barnett, N Cunningham (via video link)	Prospect

In attendance:

M Livori	Chief Executive Officer
N Conci	Team Leader Environmental Health
K Paparella	Team Leader - Administration and Immunisation

1 OPENING:

The meeting was declared open by the Cr Peter Cornish at 6:30pm.

2 APOLOGIES:

Cr J Joshi, A Caddy	Walkerville
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3 CONFIRMATION OF MINUTES:

Cr J Kennedy moved:

The minutes of the meeting of the Board held on 9 September 2020 be taken as read and confirmed.

Seconded by S Whittington

CARRIED UNANIMOUSLY

1: 02122020

4 MATTERS ARISING FROM THE MINUTES:

Nil.

5 ADMINISTRATION REPORT

5.1 FINANCE REPORT AND FIRST (SEPTEMBER 2020) BUDGET REVIEW FOR 2020/2021

Cr G Knoblauch moved:

That:

1. The Finance Report and First (September 2020) Budget Review for 2020/2021 report be received.
2. The revised financial forecast for 2020/2021 is noted.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 2: 02122020

N Conci left the meeting at 7:34pm. N Conci returned to the meeting at 7:40pm

Cr J Davey left the meeting at 7:42pm. Cr J Davey returned to the meeting at 7:47pm.

5.2 EASTERN HEALTH AUTHORITY 2020 CHARTER REVIEW

Cr J Kennedy moved:

That:

1. The Eastern Health Authority 2020 Charter Review Report is received.
2. Correspondence be provided to Constituent Councils requesting feedback in relation to the Charter Review as detailed in the report with agreed amendments.

Seconded by N Cunningham

CARRIED UNANIMOUSLY 3: 02122020

5.3 EASTERN HEALTH AUTHORITY WORK HEALTH AND SAFETY AND RETURN TO WORK POLICY

Cr G Knoblauch moved:

That:

1. The report regarding the Work Health Safety and Return to Work Policy is received.

2. The policy marked attachment 1 is adopted as Eastern Health Authority's Work Health Safety and Return to Work Policy.

Seconded by Cr S Whittington

CARRIED UNANIMOUSLY 4: 02122020

5.4 CODE OF CONDUCT FOR EASTERN HEALTH AUTHORITY BOARD MEMBERS

Cr K Barnett moved:

That:

1. The Code of Conduct for Eastern Health Authority Board Members Report is received.
2. The Board Member Code of Conduct (which includes the Board Members Complaints Handling Procedure) as amended provided as attachment 2 to this report is adopted.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 5: 02122020

5.5 CODE OF CONDUCT FOR EASTERN HEALTH AUTHORITY EMPLOYEES

Cr G Knoblauch 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 as amended and marked attachment 1 to the report dated 18 November 2020 is adopted.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY 6: 02122020

5.6 COMPLAINTS HANDLING POLICY & INTERNAL REVIEW OF A DECISION PROCEDURE

Cr J Kennedy

That:

1. The Complaints Handling Policy and Internal Review of a Decision Procedure report is received.
2. The Complaints Handling Policy marked attachment 2 to the Complaints Handling Policy Report and Internal Review of a Decision Procedure report dated 18 November 2020 is adopted.
3. Internal Review of a Decision Procedure marked attachment 3 to the Complaints Handling Policy Report and Internal Review of a Decision Procedure report dated 18 November 2020 is adopted.

Seconded by N Cunningham

CARRIED UNANIMOUSLY 7: 02122020

5.7 REVIEW OF THE FOOD BUSINESS INSPECTION FEE POLICY

Cr G Knoblauch:

That:

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

Seconded by Cr S Whittington

CARRIED UNANIMOUSLY 8: 02122020

6 INFORMATION REPORTS:

6.1 Environmental Health Activity Report

Cr S Whittington moved:

That:

The Environmental Health Activity Report is received.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 9: 02122020

6.2 Immunisation

Cr J Davey moved:

That:

The Immunisation Services Report is received.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY 10: 02122020

7 CORRESPONDENCE:

Correspondence from Town of Walkerville in relation to their review of EHA was tabled and discussed.

8 OTHER BUSSINESS:

Cr J Davey moved:

The Board notes with appreciation the super efforts and service of the CEO and the entire team of EHA employees over what has been a most difficult and challenging year in 2020.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 11: 02122020

8 CLOSURE OF MEETING:

The Chairperson, Cr P Cornish, declared the meeting closed at 9:03pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 8 December 2020.

Cr P Cornish

CHAIRPERSON