

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 Thursday 25 February 2021 commencing at 6:30pm.

MEMBERS PRESENT:

Cr J Davey, Cr P Cornish	Burnside
Cr J Kennedy	Campbelltown
Cr G Knoblauch, Cr S Whittington	Norwood Payneham & St Peters
Cr K Barnett, N Cunningham	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 Chief Executive Officer, Michael Livori at 6.32pm.

2 APOLOGIES:

M Hammond	Campbelltown
Cr J Joshi	Walkerville
A Caddy	Walkerville

3 CONFIRMATION OF MINUTES:

Cr J Kennedy moved:

The minutes of the meeting of the Board held on 2 December 2020 be taken as read and confirmed.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY

1: 25022021

4 MATTERS ARISING FROM THE MINUTES:

Nil.

5 ELECTION

**5.1 ELECTION OF THE EASTERN HEALTH AUTHORITY BOARD OF MANAGEMENT
CHAIR AND DEPUTY CHAIR**

Cr S Whittington 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 Chair and Deputy Chair 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 Chair and Deputy Chair 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.
- 6 The CEO be appointed Returning Officer for the election.
- 7 If at any stage during the process there is an equal number of votes the Returning Officer will decide the issue by the drawing of lots. The name of the candidate/s withdrawn will be the one/s excluded from the ballot.
- 8 Upon the completion of the election, the Returning Officer be authorised to declare the successful candidate elected to the position of Chair and Deputy Chair.
- 9 Upon the declaration of the Returning Officer the candidate is appointed to the position of Chair and Deputy Chair respectively for the term of office determined by this resolution.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 2: 25022021

The CEO called for nominations for the position of Chair. Cr S Whittington nominated Cr P Cornish, who indicated acceptance of the nomination. As no further nominations were received, the CEO announced that Cr P Cornish had been elected to the position of Chair.

The CEO called for nominations for the position of Deputy Chair. 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 Deputy Chair.

5.2 CHAIR'S REMARKS – NO WRITTEN REPORT

6 ADMINISTRATION REPORT

6.1 FINANCE REPORT AND SECOND (DECEMBER 2020) BUDGET REVIEW FOR 2020/2021

RECOMMENDATION

Cr S Whittington moved:

That:

1. The Finance Report and Second (December 2020) Budget Review Report for 2020/2021 be received.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 3: 25022021

6.2 DEVELOPMENT OF ANNUAL BUSINESS PLAN FOR 2021/2022

Cr J Kennedy moved:

That:

1. The Development of the Annual Business Plan for 2021/2022 report is received.

2. The process for the Development of the Annual Business Plan for 2021/2022 is endorsed.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 4: 25022021

6.3 EASTERN HEALTH AUTHORITY AUDIT COMMITTEE TERMS OF REFERENCE

Cr J Davey moved:

That:

1. The report regarding the Eastern Health Authority Audit Committee Terms of Reference is received.
2. The Eastern Health Authority Audit Committee Terms of Reference provided as attachment 2 to this report are adopted.

Seconded by Cr S Whittington

CARRIED UNANIMOUSLY 5: 25022021

6.4 EASTERN HEALTH AUTHORITY 2020 CHARTER REVIEW

Cr J Kennedy moved:

That:

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

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 6: 25022021

7 INFORMATION REPORTS

7.1 ENVIRONMENTAL HEALTH ACTIVITY REPORT

Cr J Davey moved:

That:

1. The Environmental Health Activity Report is received.

Seconded by N Cunningham

CARRIED UNANIMOUSLY 9: 25022021

7.2 IMMUNISATION

N Cunningham moved:

That:

1. The Immunisation Services Report is received.

Seconded by Cr S Whittington

CARRIED UNANIMOUSLY 10: 25022021

8 VERBAL UPDATE BY NADIA CONCI – TEAM LEADER ENVIRONMENTAL HEALTH, REGARDING CONFIDENTIAL REPORT CONSIDERED AT THE BOARD OF MANAGEMENT SPECIAL MEETING HELD ON 9 DECEMBER 2020

Cr P Cornish declared a perceived conflict of interest in relation to the verbal update.

Cr P Cornish, M Livori and K Paparella left the meeting at 7:57pm.

Deputy Chair Cr S Whittington assumed the Chair for the verbal update.

N Cunningham moved:

That:

1. EHA Board commends the process undertaken by administration (supported by a legal provider) to investigate verbal concerns raised by one Constituent Council.
2. EHA Board concludes that based on all the information available and with consideration of recent correspondence, that no

formal complaint has been made and that no further investigation is warranted.

3. EHA Board therefore confirms this matter is closed.
4. EHA Board commends its CEO for their professionalism through this difficult time and expresses ongoing full confidence in his ability and capacity to undertake the role.
5. EHA Board commends its Chair for their professionalism through this difficult time and expresses ongoing full confidence in his ability and capacity to undertake the role.
6. EHA Board now asks the administration to consider whether ongoing non-attendance at Board Meetings by a Constituent Council is a breach of duties to the Regional Subsidiary and report back to a future board meeting with advice.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY

11: 25022021

9 CLOSURE OF MEETING:

The Deputy Chair, Cr S Whittington, declared the meeting closed at 8.46pm

The foregoing minutes were printed and circulated to EHA Members and member Councils on 3 March 2021.

CR P Cornish

CHAIR