

EASTERN HEALTH AUTHORITY

Minutes of the Meeting of the Board of Management of Eastern Health Authority (EHA) held at EHA Offices, 101 Payneham Road, St Peters on Thursday 24 June 2021 commencing at 6:30pm.

MEMBERS PRESENT:

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

MEMBERS ABSENT

Cr J Joshi, A Caddy	Walkerville
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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 6:33pm.

2 APOLOGIES:

Nil

3 CONFIRMATION OF MINUTES:

Cr J Kennedy:

The minutes of the meeting of the Board held on 29 April 2021 be taken as read and confirmed.

Seconded by S Whittington

CARRIED UNANIMOUSLY

1: 24062021

4 MATTERS ARISING FROM THE MINUTES:

Nil.

5 ADMINISTRATION REPORT

5.1 FINANCIAL REPORTS

Cr J Davey moved:

That:

1. The financial report is received and adopted.

Seconded by Cr S Whittington

CARRIED UNANIMOUSLY 2: 24062021

5.2 ADOPTION OF ANNUAL BUSINESS PLAN AND BUDGETED FINANCIAL STATEMENTS FOR 2021/2022

Cr S Whittington moved:

That:

1. The report regarding the adoption of the Eastern Health Authority Annual Business Plan and Budgeted Financial Statements for 2021/2022 is received.
2. The Eastern Health Authority Annual Business Plan and Budget for 2021/2021 provided as attachment 1 to the report is adopted.
3. A copy of the Eastern Health Authority Annual Business Plan 2021/2022 incorporating the Budget are provided to the Chief Executive Officer of each Constituent Council within five business days.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 3: 24062021

5.3 EASTERN HEALTH AUTHORITY 2020 CHARTER REVIEW UPDATE

N Cunningham moved:

That:

1. The Eastern Health Authority 2020 Charter Review Update Report is received.
2. Correspondence be provided to Constituent Councils requesting attendance at a future meeting to consider the revised clauses in the draft revised Charter which have not been unanimously agreed.

Seconded by Cr K Barnett

CARRIED UNANIMOUSLY 4: 24062021

5.4 REVIEW OF THE FOOD BUSINESS INSPECTION FEE POLICY

Cr G Knoblauch moved:

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 J Davey

CARRIED UNANIMOUSLY 5: 24062021

5.5 SUPPORTED RESIDENTIAL FACILITIES LICENSING REPORT

Cr S Whittington moved:

That:

1. The Supported Residential Facilities 2020-2021 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 2021 to 30 June 2022 under the provisions of the *Supported Residential Facilities Act 1992* with conditions:

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. Ensure that the facility, and all furniture, fixtures and fittings at the facility are maintained in a clean, safe and hygienic condition as indicated in the audit report. 2. Maintain records of cleaning and maintenance activities undertaken at the facility in accordance with the approved cleaning and maintenance schedules. 3. Retain all cleaning and maintenance records at the facility to demonstrate compliance with condition 1. 4. 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. 5. Comply with the requirements of Section 71 of the <i>Development Act 1993</i> in relation to Fire Safety by maintaining all Essential Safety Provisions as required under the relevant schedule of options listed in the Ministers Specification SA 76 for the premises.

3. The applicant below be granted a licence to operate a Supported Residential Facility for a period of four months from 1 July 2021 to 30 June 2022 under the provisions of the *Supported Residential Facilities Act 1992* subject to conditions as detailed:

Applicant	Premises
MGB Residential Care Pty Ltd	Prospect Community Village 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 as indicated in the audit report. 2. Maintain records of cleaning and maintenance activities undertaken at the facility in accordance with the approved cleaning and maintenance schedules. 3. Retain all cleaning and maintenance records at the facility to demonstrate compliance with condition 1. 4. 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. 5. Comply with the requirements of Section 71 of the <i>Development Act 1993</i> in relation to Fire Safety by maintaining all Essential Safety Provisions as required under the relevant schedule of options listed in the Ministers Specification SA 76 for the premises. 	

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 6: 24062021

5.6 TOWN OF WALKERVILLE PARTICIPATION IN THE EASTERN HEALTH AUTHORITY

M Hammond moved:

That:

1. The Town of Walkerville Participation in the Eastern Health Authority report is received.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 7: 24062021

5.7 PROCUREMENT POLICY REPORT

Cr G Knoblauch moved:

That:

1. The report regarding the Procurement Policy is received.
2. The Procurement Policy marked attachment 2 to the Procurement Policy report is adopted.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 8: 24062021

5.8 EASTERN HEALTH AUTHORITY SERVICE REVIEW

Cr K Barnett moved:

That:

1. The Eastern Health Authority Service Review Report is received.
2. A copy of the EHA Service Review Report be sent to the Chief Executive Officers of the Constituent Councils that funded the Review.

3. The administration provide a report in relation to the recommendations contained within the EHA Service Review Report at a future meeting.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY 9: 24062021

6 INFORMATION REPORTS:

6.1 ENVIRONMENTAL HEALTH ACTIVITY REPORT

Cr J Davey moved:

That:

The Environmental Health Activity Report is received.

Seconded by N Cunningham

CARRIED UNANIMOUSLY 10: 24062021

6.2 IMMUNISATION REPORT

Cr S Whittington moved:

That:

The Immunisation Services Report is received.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 11: 24062021

7 CORRESPONDENCE

8 CLOSURE OF MEETING:

The Chairperson, Cr P Cornish, declared the meeting closed at 8:16pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 29 June 2021.

Cr P Cornish

CHAIRPERSON