

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 23 February 2022 commencing at 6:00pm.

MEMBERS PRESENT:

Cr G Knoblauch, Cr S Whittington	Norwood, Payneham & St Peters
Cr J Davey	Burnside
Cr J Kennedy, M Hammond	Campbelltown
N Cunningham	Prospect
Cr J Nenke, Cr ML Bishop	Corporation of the Town of Walkerville

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 M Livori at insert time 6:06pm.

2 APOLOGIES:

Cr N Coleman	Corporation of the Town of Walkerville
Cr P Cornish	Burnside
Cr K Barnett	Prospect

3 CONFIRMATION OF MINUTES:

Cr J Davey moved:

The minutes of the meeting of the Board held on 17 November 2021 be taken as read and confirmed.

Seconded by Cr G Knoblauch

CARRIED UNANIMOUSLY

1: 022022

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 The name of the candidate/s withdrawn will be the one/s excluded from the ballot.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 G Knoblauch

CARRIED UNANIMOUSLY 2: 022022

The CEO called for nominations for the position of Chair. Cr J Kennedy 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 J Davey 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.

6 ADMINISTRATION REPORT

6.1 FINANCE REPORT AND SECOND (DECEMBER 2021) BUDGET REVIEW FOR 2021/2022

Cr J Davey moved:

That:

1. The Finance Report and Second (December 2021) Budget Review Report for 2021/2022 be received.
2. The amended budget for 2021/2022 (provided as attachment 2) is adopted.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 3: 022022

6.2 DEVELOPMENT OF ANNUAL BUSINESS PLAN FOR 2022/2023

M Hammond moved:

That:

1. The Development of the Annual Business Plan for 2022/2023 report is received.
2. The CEO will provide revised dates for the Annual Business Plan development process.

Seconded by N Cunningham

CARRIED UNANIMOUSLY 4: 022022

**6.3 UPDATE IN RELATION TO TOWN OF WALKERVILLE (ToW)
PARTICIPATION IN EASTERN HEALTH AUTHORITY (EHA)**

Cr G Knoblauch moved:

That:

1. The Update in relation to Town of Walkerville participation in Eastern Health Authority report is received.
2. The Board of Management reconfirm their support in relation to Town of Walkerville remaining as a participant in Eastern Health Authority.

Seconded by Cr J Davey

CARRIED UNANIMOUSLY 5: 022022

Cr S Whittington left the meeting at 6:44pm.

Cr S Whittington returned to the meeting at 6:51pm

**6.4 EASTERN HEALTH AUTHORITY AUDIT COMMITTEE TERMS OF
REFERENCE**

N 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 1 as amended to this report are adopted.
3. Key amendments include 'COVID-19' be changed to 'Pandemic' and 13.3 be removed.
4. EHA Audit Committee will now be known as EHA Audit and Risk Committee.

Seconded by Cr J Nenke

CARRIED UNANIMOUSLY 6: 022022

6.5 RISK AND OPPORTUNITY MANAGEMENT POLICY

Cr J Kennedy moved:

That:

1. The report regarding the Risk and Opportunity Management Policy is received.
2. The Risk and Opportunity Management Policy (attachment 1 to this report) is adopted.

Seconded by Cr J Nenke

CARRIED UNANIMOUSLY 7: 022022

7 INFORMATION REPORTS

Cr G Knoblauch left the meeting at 7:11pm.

7.1 ENVIRONMENTAL HEALTH ACTIVITY REPORT

Cr J Davey moved:

That:

1. The Environmental Health Activity Report is received.

Seconded by Cr J Kennedy

CARRIED UNANIMOUSLY 8: 022022

7.2 IMMUNISATION

Cr J Davey moved:

That:

1. The Immunisation Services Report is received.

Seconded by Cr J Nenke

CARRIED UNANIMOUSLY 9: 022022

8 OTHER BUSINESS

General discussion in relation to the progress of the Charter review.

9 CLOSURE OF MEETING:

The Deputy Chairperson, Cr S Whittington, declared the meeting closed at 7:45 pm.

The foregoing minutes were printed and circulated to EHA Members and member Councils on 2 March 2022.

Cr Sue Whittington

DEPUTY CHAIRPERSON