

**EASTERN HEALTH AUTHORITY AUDIT COMMITTEE**

Minutes of the Audit Committee meeting held at the EHA's offices at 101 Payneham Road, St Peters on Tuesday 15 December 2020 commencing at 4:30pm.

**MEMBERS PRESENT:**

Claudia Goldsmith

Madeleine Vezis

Cr Peter Cornish

Burnside

**In attendance:**

M Livori, Chief Executive Officer

K Paparella, Team Leader - Administration & Immunisation

**1. Opening**

Meeting opened at 4:35pm

**2. Apologies**

N Conci, Team Leader - Environmental Health

**3. Presiding Member's Remarks**

Claudia Goldsmith welcomed all in attendance to the meeting.

**4. Confirmation of Minutes**

Cr P Cornish moved:

That:

The minutes of the previous Audit Committee meeting be taken as read and confirmed.

Seconded by: M Vezis

**CARRIED UNANIMOUSLY**

**1: 082020**

**5. REPORTS**

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

Cr P Cornish 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: M Vezis

**CARRIED UNANIMOUSLY 2: 082020**

## **5.2 EASTERN HEALTH AUTHORITY 2020 CHARTER REVIEW**

M Vezis moved:

That:

1. The Eastern Health Authority 2020 Charter review Report is received.
2. Audit Committee asks Eastern Health Authority Board to consider adopting an independent chair.

Seconded by: Cr P Cornish

**CARRIED UNANIMOUSLY 3: 082020**

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

Cr P Cornish moved:

That:

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

Seconded by: M Vezis

**CARRIED UNANIMOUSLY 4: 082020**

## **5.4 CODE OF CONDUCT FOR EASTERN HEALTH AUTHORITY BOARD MEMBERS**

M Vezis moved:

That:

1. The Code of Conduct for Eastern Health Authority Board Members Report is received.

Seconded by: Cr P Cornish

**CARRIED UNANIMOUSLY          5: 082020**

## **5.5 CODE OF CONDUCT FOR EASTERN HEALTH AUTHORITY EMPLOYEES**

M Vezis moved:

That:

1. The report regarding the Eastern Health Authority Employee Code of Conduct is received.

Seconded by: Cr P Cornish

**CARRIED UNANIMOUSLY          6: 082020**

## **5.6 COMPLAINTS HANDLING POLICY & INTERNAL REVIEW OF A DECISION PROCEDURE**

Cr P Cornish moved:

That:

1. The Complaints Handling Policy and Internal Review of a Decision Procedure report is received.

Seconded by: M Vezis

**CARRIED UNANIMOUSLY          7: 082020**

## **5.7 EASTERN HEALTH AUTHORITY AUDIT COMMITTEE TERMS OF REFERENCE**

Cr P Cornish 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 as amended provided as attachment 2 to this report are referred to the Board of Management for adoption.

Seconded by: M Vezis

**CARRIED UNANIMOUSLY**

**8: 082020**

## **5.8 CYBER RISK ASSESSMENT**

Cr P Cornish moved:

That:

1. The Cyber Risk Assessment report is received.

Seconded by: M Vezis

**CARRIED UNANIMOUSLY**

**9: 082020**

## **5.9 REVIEW OF EASTERN HEALTH AUTHORITY INTERNAL CONTROLS REGISTER**

Cr P Cornish moved:

That:

1. The report regarding the review of the EHA "Internal Controls Register" document is received.

Seconded by: M Vezis

**CARRIED UNANIMOUSLY**

**10: 082020**

## **7 CLOSURE OF MEETING**

Presiding member, Claudia Goldsmith, declared the meeting closed at 6:06pm.