

EASTERN HEALTH AUTHORITY AUDIT COMMITTEE

Minutes of the Audit Committee meeting held at the EHA's offices at 101 Payneham Road, St Peters on Wednesday 25 November 2015 commencing at 6:05pm.

MEMBERS PRESENT:

Lisa Scinto
Claudia Goldsmith
Cr Talis Evans

In attendance:

M Livori, Chief Executive Officer
N Conci, Team Leader - Environmental Health
N Bevitt, Team Leader – Administration and Immunisation

Welcome and Introductions

Nil

Apologies

Nil

Confirmation of Minutes

Cr T Evans moved:

The minutes of the Audit Committee meeting held on 12 August 2015 be taken as read and confirmed.

Seconded by: C Goldsmith

CARRIED UNANIMOUSLY 1: 112015

Reports

5.1 FINANCE REPORT AND FIRST (SEPTEMBER 2015) BUDGET REVIEW FOR 2015/2016

C Goldsmith moved:

That:

The September 2015 Budget Review Report be received.

Seconded by: Cr T Evans

CARRIED UNANIMOUSLY 2: 112015

5.2 EXTERNAL AUDIT MANAGEMENT LETTER FOR THE YEAR ENDED 30 JUNE 2015

Cr T Evans moved:

That:

The report regarding the External Audit Management Letter for the year ending 30 June 2015 is received.

Seconded by: C Goldsmith

CARRIED UNANIMOUSLY

3: 112015

5.3 DEBT COLLECTION POLICY

C Goldsmith moved:

That:

1. The report regarding the Debt Collection Policy is received.
2. The Debt Collection Policy marked attachment 2 to the report dated 25 November 2015 as amended is endorsed and referred to the Board of Management for adoption.

Seconded by Cr Evans

CARRIED UNANIMOUSLY

4: 112015

5.4 PROCUREMENT POLICY

C Goldsmith moved:

That:

1. The report regarding the Procurement Policy is received.
2. The Procurement Policy marked attachment 2 to the report dated 25 November 2015 as amended is endorsed and referred to the Board of Management for adoption.

Seconded by Cr Evans

CARRIED UNANIMOUSLY

5: 112015

5.5 FRAUD AND CORRUPTION PREVENTION POLICY

Cr T Evans moved:

That:

1. The report regarding the Fraud and Corruption Prevention Policy is received.
2. The Fraud and Corruption Prevention Policy marked attachment 1 to the report dated 25 November 2015 is endorsed.
3. The Fraud and Corruption Prevention Policy marked attachment 1 to the report dated 25 November 2015 as amended is referred to the EHA Board of Management for adoption.

Seconded by C Goldsmith

CARRIED UNANIMOUSLY

6: 112015

Closure of Meeting

Presiding member, Lisa Scinto, declared the meeting closed at 7:05pm

The foregoing minutes were printed and circulated on 3 December 2015.