

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 May 2016 commencing at 5:45pm.

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

Opening

Meeting opened at 5:45pm

Apologies

Nil

Confirmation of Minutes

C Goldsmith moved:

That:

The minutes of the Audit Committee meeting held on 25 November 2015 be taken as read and confirmed.

Seconded by: T Evans

CARRIED UNANIMOUSLY 1: 052016

Reports

5.1 ANNUAL BUSINESS PLAN AND BUDGETED FINANCIAL STATEMENTS FOR 2016/2017

T Evans moved:

That:

The Draft Annual Business Plan and Budgeted Financial Statements for 2016/2017 Report is received.

Seconded by: C Goldsmith

CARRIED UNANIMOUSLY 2: 052016

5.2 FIRST ATTENDANCE OF AUDITOR FOR EXTERNAL AUDIT MANAGEMENT REPORT FOR THE YEAR ENDING 30 JUNE 2016

C Goldsmith moved:

That:

The report regarding the first attendance in relation to the External Audit Management Report for the year ending 30 June 2016 is received.

Seconded by: T Evans

CARRIED UNANIMOUSLY

3: 052016

5.3 PREPARATION OF END OF FINANCIAL YEAR STATEMENTS FOR 2015/2016

T Evans moved:

That:

1. The Preparation of the End of Year Financial Statements for Eastern Health Authority for 2015/2016 report is received.
2. The process for Preparation of the End of Year Financial Statements for Eastern Health Authority for 2015/2016 is endorsed.

Seconded by: C Goldsmith

CARRIED UNANIMOUSLY

4: 052016

5.4 COMPLAINTS HANDLING POLICY

T Evans moved:

That:

1. The report regarding the Complaints Handling Policy is noted.
2. The Complaints Handling Policy will be resubmitted to the Audit Committee for endorsement following further development.

Seconded by: C Goldsmith

CARRIED UNANIMOUSLY

5: 052016

Closure of Meeting

Presiding member, Lisa Scinto, declared the meeting closed at 7:06pm.