Audit and Risk Committee

MEMBER POSITION STATEMENT

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| Position : | External Independent Community Member |
| Committee:  | Stawell Regional Health Audit and Risk Committee  |
| Approved by: | Stawell Regional Health Audit and Risk Committee Date: March 2020  |

Stawell Regional Health - Organisational information:

Stawell Regional Health Service is committed to working with its community in order to provide a responsive, safe and sustainable rural health service that our community trusts and values. Stawell Regional Health provides Acute, Community, Residential and Primary Health care services to the Stawell community and surrounding districts.

As a Public Health Service we receive funding from both the State and Commonwealth governments and are required to comply with all relevant standards, regulations and legislation.

**Vision**

Caring for our community.

**Mission**

In partnership with our community, Stawell Regional Health will deliver high quality care and improve health outcomes by providing safe, accessible and integrated services.

**Values**

Our values represent the key areas our workforce commits to every day and play a critical role in shaping how we operate as an organisation.

**Community CARE** – Our community speaks to those we serve, those we work alongside, those we partner with and those we are accountable to.

**C**ompassion – We are kind and considerate in our care for others

**A**ccountability – We each take personal responsibility for our decisions and actions

**R**espect – We value how people are different and diverse

**E**xcellence – We continually strive to deliver safe, quality, efficient, and evidence-based services

Audit and Risk Committee Function:

As a board subcommittee the primary role of the SRH Board Audit & Risk Committee is to oversee and advise the Board on the following matters:

1. Annual financial reports and auditing thereof
2. Scope, appointment, performance and review of internal auditors and their reports, including the assessment and oversight of proposed organisational response to audit recommendations
3. Operation and implementation of the SRH risk management framework including the organisational assessment and management of identified risks and risk mitigation strategies, relevant risk management policies
4. Organisational legislative and regulatory compliance.

The Audit & Risk Committee is authorised by the Board to investigate any activity covered by its Terms of Reference.

About the role:

**Committee Composition**

The Committee is appointed by the Board and consists of a minimum of five (5) members, all of whom are not members of the Stawell Regional Health executive team. The composition consists of three (3) board members and two (2) external independent community members.

Committee members who are not Board members may be appointed to ensure an adequate and appropriate mix of skills. Such Committee members shall be appointed for up to a (3) year term which can be renewed.

**Frequency of Committee Meetings**

Meetings are scheduled quarterly (February, May, August & November)

Extraordinary meetings may be scheduled in order to discharge the Committee’s role and responsibilities effectively

Meetings are generally hosted at Stawell Regional Health – Sloane St Stawell

The ARC will meet not less than (4) times per year

Independent Community Members - Key characteristics, skills and attributes:

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| * An active interest in contributing to Stawell Regionals Health performance and sustainability
* Demonstrable commitment to the mission and vision of Stawell Regional Health.
* Consistent behavior in line with SRH values
* Capacity to attend scheduled meetings.
* Commitment to active two-way communication with staff regarding the work undertaken by the committee.

All members of the Committee must have and maintain:* Basic financial literacy;
* Reasonable knowledge of SRH’s own risks and controls;
* Integrity, objectivity, accountability, honesty and openness;
* Dedication of time and effort;
* An enquiring mind;
* Independence of judgment;
* Relevant industry knowledge; and
* Business experience in the public or private sector
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Declaration:

SRH reserves the right to modify position descriptions as required. Committee members will be consulted when this occurs.

I have read this position statement and understand its contents.

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| Signed : |  |  | Date : |  |
| Name in print : |  |

*Committee Chair*

This position statement accurately describes the essential functions assigned to this position.

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| Signed : |  |  | Date : |  |
| Name : |  |
| Position : |  |