

Cemeteries and Crematoria Authority Australian Capital Territory

Summary of meeting outcomes Board meeting No. 27, October 18th 2023

Welcome, review of attendance and confirmation of meeting agenda

The chair gave an Acknowledgement of Country.

The chair welcomed all present, noted apologies, confirmed there was a quorum and opened the meeting.

Potential conflicts of interest

There was 0 conflict/s of interest disclosed for this meeting.

Governance and administration

- Received and noted the Work, Health and Safety Report
- Received and noted the Financial Performance Reports August/September
- Received and noted the Crematorium Management Reports August/September
- Adopted the October 2023 Board Charter
- Adopted the amended Terms of Reference for the Governance Sub-Committee and the Audit & Risk Sub-Committee

Matters of business

Matters considered and discussed at the meeting included

- Noted the Cash Commitments Report
- Approved the Business Case for the development of the Gungahlin Ash Memorialisation Garden
- Adopted the Crematorium Strategic Asset Management Plan document, with the template to be adopted for all other asset classes at Canberra Memorial Parks.
- Received and noted the Perpetual Care Trust Legislative Amendments Update Report
- Received and noted the Audit Office Management Letter and Response Report
- Received and noted the Southern Memorial Park Project Update Report
- Noted CMP's involvement in the recent COTA Expo

Meeting closed

The chair closed the meeting.

Next meeting

20th December 2023