

TERMS OF REFERENCE

The Minister for Health, pursuant to section 50 of the *Public Administration Act 2004*, requires the State Services Authority to conduct a review of the governance and effectiveness of those Victorian cemetery trusts that deliver significant burial and or cremation services focussed on the 14 trusts that were subject of the Auditor General's *Review of Major Cemeteries*. In conducting the review, the State Services Authority is to consider:

- institutional, governance and accountability arrangements, including:
 - legislation;
 - entity structures and boundaries;
 - performance management and reporting; and
 - relationships with other entities and local government;
- regulatory arrangements, including price setting and inspection powers;
- financial management, asset management and land management; and
- application of the public sector values (as set out in section 7 of the Act).

Having considered these matters, the SSA is required to develop advice and recommendations regarding:

- appropriate institutional, governance, regulatory and administrative arrangements;
- implementation of the recommendations of the Auditor General's *Review of Major Cemeteries*; and
- other necessary matters related to the Terms of Reference.

The State Services Authority is to provide a Stage 1 Interim Report to me (the Minister for Health) on the findings of the review by 30 April and a Stage 2 Final Report by 30 June 2007.