



Audit and Risk Committee Action List

MEETING DATE	ACTION NO.	DESCRIPTION	DUE DATE	RESPONSIBLE OFFICER	STATUS
16-Oct-23	1	Research interest bearing accounts that do not bear penalties for withdrawal to maximise potential interest revenue from the funds in the cheque account.	01-Nov-23	General Manager	In progress
	2	Provide breakdown of PAYG withholding and ATO integrated client account at next meeting.	October	GM	In progress
	3	Add charts to the financial reports prior to next weeks board meeting.	23-Oct-23	GM	In Progress
	4	Amend no 6 on the risk register to medium.	Oct-23	GM	In progress
	5	The ARC committee to recommend to the LVFC Board of Directors that the GM starts to look for alternative premises.	23-Oct-23	ARC Committee	In progress
	6	Create governance calendar template	ASAP	GM	In progress
	7	Review ARC terms of reference	Jan-24	ARC Committee	Tabled for Jan 24
	8	Set board and ARC meeting dates for 2024	23-Oct-23	Board	BM 23-Oct-23
	9	Create Action Register for ARC committee	23-Oct-23	Minute Secretary	Complete