

## YWCA Australia B005 Finance, Audit, Risk Committee Charter

This Charter (Schedule A) governs the composition, meetings and proceedings of the Committee and must be read in conjunction with the Committee Standard Terms (Schedule B).

<b>SCHEDULE A: SPECIFIC COMMITTEE ITEMS</b>	
Item 1: Committee	<p><b>Finance Audit and Risk (FAR) Committee (the Committee)</b> Effective Date: 24 June 2019 with the Committee composition to implement from the date of external chair appointment Entity/s included:</p> <ul style="list-style-type: none"> <li>- YWCA Australia</li> <li>- YWCA Australia subsidiaries: YWCA Housing and YWCA National Housing</li> </ul>
Item 2: Membership	<p>Up to 9 members with at least 3 members to be women under the age of 30:</p> <ul style="list-style-type: none"> <li>- Minimum 1 Director of YWCA Australia</li> <li>- Minimum 1 Director of YWCA Housing/YWCA National Housing</li> <li>- 1 x External Member as Committee Chair</li> <li>- 2 x External Members</li> <li>- 1 x President of YWCA Australia</li> </ul> <p>Any director including the Chair of the YWCA Housing/YWCA National Housing Board can attend the committee meeting by invitation but will not have the right to vote. Committees may co-opt another individual, with a particular speciality, to assist on a time limited basis.</p>
Item 3: Purpose	<p>The Committee assists the Board of YWCA Australia (and its subsidiary board/s) to discharge their duties in relation to:</p> <ul style="list-style-type: none"> <li>- monitoring the financial performance;</li> <li>- oversight and monitoring of the financial management system including financial audit (internal and external); and</li> <li>- monitoring financial and strategic risks for the group.</li> </ul> <p>The purpose of this Committee does not extend to operational financial management of the Company (and its subsidiaries).</p>
Item 4: Responsibilities	<p>Without derogation of Boards' primary responsibilities for these matters, the Committee is delegated the following specific duties and responsibilities:</p> <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>- Ensure appropriate policies, procedures and financial management practices are in place and regularly reviewed, including the application of accounting policies</li> <li>- Ensure an ethical culture of reporting, transparency and accountability is in place</li> <li>- Oversees the annual review of the financial delegation</li> <li>- Reviews management accounts including P&amp;L, BS and Cash Flow of the group and provide feedback</li> <li>- Monitors performance against the annual budgets/Re-forecasts</li> <li>- Monitors cash management including cash flow forecasts</li> </ul>

	<ul style="list-style-type: none"> <li>- Oversees the development of, and recommends approval to the relevant board of annual operating and financial budget including capital expenditure budget</li> <li>- Advise on any other financial matters referred by the Board/s to the Committee.</li> </ul> <p><b>Audit</b></p> <ul style="list-style-type: none"> <li>- Review and recommend for adoption, all published financial statements of YWCA Australia and its subsidiary entities prior to submission to the relevant board</li> <li>- Review any recommendations from the internal and external Auditors (Auditors) relating to the conduct of any audit and the actions proposed by management to address any issues raised in audit reports.</li> <li>- Advise, set and review the audit plans of the Auditor(s) and ascertain the extent to which the planned audit scope can be relied upon to detect (and assess the maturity of the) risk to the business, weaknesses in internal controls, fraud or illegal acts.</li> <li>- Review the performance of the Auditor(s) and to make recommendations to the board(s) as to their remuneration, appointment, or termination.</li> <li>- Review any other independent audit findings as they may be scheduled throughout the calendar year.</li> <li>- Oversee the development of an Internal Audit function and calendar (if required)</li> </ul> <p><b>Risk:</b></p> <ul style="list-style-type: none"> <li>- Review the policies and procedures covering the management of risk and compliance and the extent to which they protect the assets of YWCA group.</li> <li>- Assess adequacy and effectiveness of internal controls over YWCA business processes (including financial reporting and information technology strategies).</li> <li>- Monitor developments in the regulatory environment in which YWCA Australia and its subsidiary entities operate to ensure compliance with its obligations under legal, taxation, environmental, health and safety, trade practices, and other relevant legislation</li> <li>- Monitor adherence of group activities to the Risk Appetite Statement</li> <li>- Monitor and review material risks</li> <li>- Advise on Risk Management Issues, as required by the boards</li> </ul> <p><b>General:</b></p> <ul style="list-style-type: none"> <li>- Perform and undertake, any other task as delegated by the Board from time to time.</li> <li>-</li> </ul>
Item 5: Authority	The Committee is authorised to make recommendations to the Board (and where relevant subsidiary board/s). The Board (and where relevant subsidiary board/s) may accept or decline such recommendations, which shall not be binding on the Company unless the recommendations are approved by the Board (and where relevant subsidiary board/s)
Item 6: Meetings	At least once every quarter Additional meetings can be convened as per the standard committee terms (schedule B)

Item 7: YWCA Australia Senior Management (meeting attendance)	Lead: CEO Required: CFO CEO can invite other members of management as necessary
Item 8: Review Date	Annually in May
Approved by Board	24 June 2019