

LM Managed Performance Fund (‘the Fund’ or ‘the MPF’)

15 December 2021 | Update 24

This is the Trustee’s twenty fourth (24th) update to Unitholders.

This report contains confidential and commercially sensitive information. No part of this document can be reproduced for any purpose. KordaMentha as trustee for the MPF (‘the Trustee’) reserves its rights in relation to any unauthorised use or reproduction of this report.

All values in this document are in Australian Dollars.

1 Overview

1.1 Purpose of this update

The purpose of this update is to provide information to Unitholders in relation to developments in the winding up of the MPF, including:

- the status of the unitholder register update which is being undertaken prior to the Trustee processing a distribution payment
- summary of a new application to the Supreme Court of Queensland regarding payment of distribution for unitholders for whom the Trustee does not have sufficient bank account details
- an update on the estimated return to the Unitholders in the winding up and timing of distribution payment
- fund management matters.

1.2 Prior update reports

This update to Unitholders should be read in conjunction with prior update reports issued by the Trustee. Should you wish to obtain a copy of any previous update reports, please contact the Trustee at lminvestors@kordamentha.com.

1.3 Summary of work undertaken and key developments

- The Trustee has been working with Link Market Services (‘Link’) to administer the process by which Unitholders are able to make changes to their contact and bank account details as held on the unitholder register (‘the Unitholder Register Update’).
- The Distribution Notice was issued to Unitholders on 15 June 2021 and advised that Unitholders would be provided with 90 days within which to update their details. Due to the quantum of unitholders requesting changes to their details and the ongoing correspondence and enquiry from unitholders regarding the update process, the Unitholder Register Update process has yet to be concluded.
- The Trustee has been in contact with both the Australian Securities and Investments Commission (‘ASIC’) and the Public Trustee of Queensland (‘PTQ’) regarding payment of distributions for unitholders for which the Trustee does not hold sufficient payment details (‘Unclaimed Monies’), to their respective unclaimed monies funds.
- Based on correspondence with ASIC and PTQ, it has become apparent that a further court direction is required regarding the process for dealing with Unclaimed Monies. The Trustee has been working with its legal advisors to prepare an application to the Supreme Court of Queensland for an order that Unclaimed Monies be paid to PTQ. This application has now been filed and is listed for hearing on 4 February 2021.
- The Trustee has been working with a third-party payment provider to refine the procedure for distribution payments to be made to Unitholders. This process is complex due to the number of jurisdictions involved in the distribution process.



- The Trustee is continuing to oversee the realisation of a property located in Fiji by the trustees of the Bankrupt Estate of Peter Drake. This is the sole remaining avenue for recovery being pursued by the Trustee.

2 Unitholder register update process

2.1 Background

The affidavit of Jarrod Villani sworn on 4 December 2020 ('Villani Affidavit') outlined the process that the Trustee intended to follow for Unitholders to review, and if necessary, request an amendment to their contact and banking details. This process is summarised as follows:

1. Unitholders will receive a copy of the Distribution Notice which:
 - informs Unitholders of the Trustee's intention to make a distribution
 - invites Unitholders to verify their unitholding information and confirm, and if necessary, request an amendment to their contact and banking details
 - provides an overview of the process the Trustee proposes to follow for updating the Unitholder register
 - provides Unitholders with instructions on how to access a secure website for Unitholders to electronically review and request amendments to contact and banking details ('Unitholder Website').
2. Unitholders log in to the Unitholder Website with their Investor ID and Account ID. In the event a Unitholder is unable to recall or locate their Investor ID and Account ID, they may contact the Trustee who will provide these details if they determine it appropriate to do so.
3. Upon logging in to the Unitholder Website, the unitholders will be able to review certain details recorded in the Unitholder register, including contact and bank account details.
4. Unitholders will have the option of requesting amendments to the details recorded in the Unitholder register either through the Unitholder Website or by completing a manual form. Regardless of whether changes to details are requested through the Unitholder Website or by manual form, appropriate supporting documentation must be provided before adjustments to the register are processed. This is to assist in both protecting the interests of the Unitholders from fraudulent activity and ensuring compliance with Australian Anti-Money Laundering and Counter-Terrorism Financing regulations.
5. In the first instance, Link will review requests for adjustments and any accompanying supporting documentation. If the supporting documentation is complete and properly verifies the proposed amendment, Link will process changes to the register. If the supporting documentation is incomplete or does not adequately support the requested amendment, the request will be referred to the Trustee for its consideration.

The Villani Affidavit also outlined that the Trustee intends to provide unitholders with a period of 90 days from the date of the notice in which to lodge any request for amendment to their details.

2.2 Recent developments

The Distribution Notice was issued to all Unitholders on 15 June 2021. In accordance with the Villani Affidavit, the Distribution Notice advised that the Trustee may make a distribution at any time after 13 September 2021 utilising the information contained on the Unitholder Register. Also on 15 June 2021, a separate notice was issued to 817 Unitholders to advise that the Trustee had identified there were no valid banking details held on the Unitholder register for one or more of their unit holdings and that bank account details must be provided during the unitholder register update process to enable payment of their distribution.

On 20 August 2021 a further notice was sent to certain Unitholders who had not yet accessed the Unitholder Website to advise that no valid banking details were held on the Unitholder register for one or more of their unit holdings and that urgent action was required for them to receive a distribution payment.

By 13 September 2021, the Trustee and Link were continuing to receive a high volume of enquiry from Unitholders regarding the unitholder update process and a significant number of Unitholders were continuing to access the Unitholder Website to review and update their contact and banking details. For these reasons, the Trustee did not consider it appropriate to conclude the unitholder update process at that time.

On 11 October 2021, the Trustee sent an email to all Unitholders to advise that the Unitholder website will close to updates on 22 October 2021. The email further advised that:

- Unitholders would be able to access the website after this date to view the details associated with their accounts, however would no longer be able to request updates to details
- changes to Unitholder details would continue to be processed by Link after closure of the website, including pending requests for change of details.

As at the date of the most recent reporting from Link on 5 November 2021, there were in excess of 400 pending requests for update to bank account details. The main reason for update requests still being pending is that Unitholder are yet to provide supporting documentation to substantiate their requested change of bank account details.

Due to the number of pending requests as well as the volume of enquiries which are still being received by KordaMentha and Link, the Trustee does not consider it appropriate to conclude the unitholder update process at this stage.

2.3 Next steps

The Trustee is continuing to monitor the number of enquiries and status of pending requests to update bank details. When it is considered appropriate, a hard close date for the Unitholder register update process will be set. It is likely that this date will be set during January 2022.

3 Application for directions regarding Unclaimed Money

3.1 Background

Prior to the commencement of the Unitholder register update process, the Trustee identified that there were 817 Unitholders for whom there were insufficient bank account details held to process a distribution payment. Further, given the historical nature of the data contained in the Unitholder register, it was likely that a portion of bank account details held in the register are no longer valid.

At this stage it is apparent that following conclusion of the Unitholder Register Update process, there will still be Unitholders for whom the Trustee does not hold sufficient bank account details to process a distribution payment. As the update process has not yet concluded, the Trustee is not able to confirm the number of Unitholders impacted. However, recent analysis indicates that there will likely be more than 400 Unitholders which the Trustee will not be able to make a distribution payment to, due to insufficient bank account details (Unitholders with 'Unclaimed Money').

Clause 15.7 of the Constitution of the Fund states that *'If on completion of the winding up of a registered Scheme, the Manager or such other person who may be winding up the Scheme has in their possession or under their control any unclaimed or undistributed money or other property that was part of the Scheme Property the Manager or person winding up the Scheme must, as soon as practicable, pay the money or transfer the property to the ASIC to be dealt with pursuant to Part 9.7 of the Law.'*

The *Corporations Act 2001* (Cth) (the Act) deals with unclaimed or undistributed money of a registered managed investment scheme and states that this money must be paid to ASIC as soon as practicable. However, the MPF is an **unregistered** managed investment scheme, and therefore not captured under Part 9.7 of the Act as referenced in the Constitution of the Fund.

3.2 Recent developments

The Trustee has been in contact with ASIC to determine whether they would accept the Unclaimed Money. ASIC have advised that they 'have no authority to accept funds that do not comply with the provisions of [the Act]'. For this reason, the Trustee is not able to comply with the Constitution of the Fund by paying Unclaimed Money to ASIC.

The Trustee has recently been in contact with the Public Trustee of Queensland ('the PTQ') to determine whether the Unclaimed Money will be accepted by the PTQ. The PTQ have now confirmed that based on the situation and circumstances, they can accept the Unclaimed Money.

The Trustee has been working with its legal advisors to prepare an application to the Supreme Court of Queensland for an order to the effect that the Trustee is justified in paying the Unclaimed Money to PTQ. This application has now been filed in the Supreme Court of Queensland.

3.3 Next steps

The hearing for this matter has been listed for hearing on 4 February 2021. Unitholders will receive further notice of this application shortly.

4 Recovery actions

4.1 Summary of previous recovery actions

A summary of previous recovery actions undertaken by the Trustee is contained in the Update 23 which was issued to Unitholders on 10 May 2021.

4.2 Ongoing recovery actions

The final recovery matter for the MPF is distribution to be received from the Bankrupt Estate of Peter Drake ('the Bankrupt Estate'). The Trustees of the Bankrupt Estate recently finalised the sale of the final remaining asset of the Bankrupt Estate, being a property located as Savasavu in Fiji.

The Fund has now received payment from the Trustees of the Bankrupt Estate of approximately \$27,500 in relation to funding which was provided to the Trustees of the Bankrupt Estate. We are awaiting further advice from the Trustees of the Bankrupt Estate regarding their intention to declare a dividend to creditors of the Estate.

5 Other fund management matters

5.1 Expected return to unitholders

Update 23 issued by the Trustee on 10 May 2021 provided an update to Unitholders in relation to the expected return to Unitholders. At this stage there is no change to this estimate of approximately 1.3 to 1.5 cents in the dollar, or 1.3% to 1.5% of AUD value investments as at 19 March 2013.

Sections 2 and 3 above provide an update of the Unitholder Register Update process and application to the Supreme Court of Queensland for directions regarding Unclaimed Money. The Trustee considers it likely that these matters will be resolved in the coming months with a distribution payment expected to be made in the first quarter of 2022.

We understand that ongoing delays to finalisation of the winding up of the Fund are frustrating for some Unitholders. Particularly for Unitholders who have actively engaged with the Unitholder register update process and have provided supporting documentation to update their bank account details in a timely manner. The Trustee would like to thank these Unitholders for their co-operation in the process. It is also important to note that Unitholders who have not provided bank account details or supporting documentation to date will not be afforded with an unlimited timeframe to do so and the Trustee does intend to set a hard close date for the unitholder register update process. All Unitholders will be notified of this hard close date as soon possible once it has been determined.

As the amount of distribution to Unitholders will be impacted by future costs of the winding up, the Trustee is not able to process a distribution payment to any Unitholders until such time as the Unitholder Register Update process has concluded and the process for dealing with Unclaimed Money (as outlined in paragraph 3 above) is determined so that future costs can be estimated with a greater degree of certainty.

5.2 Management fees

Trustee fees for the period 2 November 2020 to 28 November 2021 total \$533,361. There has been an increase in monthly fees over the past year due to both preparation for the Unitholder register update process and significantly more enquiry for Unitholders since the commencement of this process.

A summary of these fees by task area, week and employee is included as Appendix A and detailed narrations are included as Appendix B.

The Trustee will be filing an application in the Supreme Court of Queensland in the coming days for fee approval. Unitholders will receive further notice of this application shortly.

5.3 Next Update

The Trustee expects to issue one final update to Unitholders following distribution of fund monies.

In the interim, Unitholders can obtain further information by:

- accessing the KordaMentha website at <https://www.kordamentha.com/creditors/lm-managed-performance-fund>
- if you are unable to find the answer to your query in any of our updates or frequently asked questions, then you may email lminvestors@kordamentha.com.

The Trustee makes every attempt to answer your enquiries on a regular basis, however due to the number of queries received and our focus on managing costs of the Fund, there may be some delay in responding to your individual requests. We appreciate your patience whilst we manage the large volume of emails received.

Yours faithfully,

KordaMentha
Trustee of the MPF

Appendix A – Detailed fee summaries

Fees by task area - hours

For the period 2 November 2020 to 28 November 2021

Task Area	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21
Administration and risk management	28.6	27.4	87.3	134.1	79.4	30.1	0.4	1.7	0	0	0.2	15	5.8
Assets	3.9	0	0	0.2	0	0	0	0	0	0	0.4	0	0
Investors	12.8	5.1	47.8	14.4	42.4	53	29.2	85.4	76.8	94.8	132.4	140	114.1
Investigations	1.9	3.3	1.2	1.4	1.5	0.9	0.7	1.7	4.4	11.6	6.5	3.2	2.9
Fund trading management and other	4.5	6.1	3.5	4	4.5	3.7	2.1	2.5	2	2.2	4	3.6	3.4
Total	51.70	41.90	139.80	154.10	127.80	87.70	32.40	91.30	83.20	108.60	143.50	161.80	126.20

Fees by task area - amount (\$)

For the period 2 November 2020 to 28 November 2021

Task Area	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21
Administration and risk management	11,557.50	11,517.50	31,082.50	55,480.00	31,975.00	11,220.00	220.00	272.00	-	-	110.00	6,205.50	3,122.50
Assets	1,365.00	-	-	110.00	-	-	-	-	-	-	152.50	-	-
Investors	4,630.00	1,725.00	17,592.50	7,122.50	17,680.00	25,807.50	12,085.00	34,845.00	29,672.50	37,080.00	54,077.50	56,690.00	41,308.00
Investigations	555.00	883.50	330.00	390.00	412.50	247.50	192.50	442.00	2,127.50	4,902.50	2,832.50	717.50	774.00
Fund trading management	1,465.00	1,930.00	1,047.50	1,030.00	1,472.50	1,175.00	508.00	730.00	615.00	737.50	1,155.50	1,072.50	910.00
Total	19,572.50	16,056.00	50,052.50	64,132.50	51,540.00	38,450.00	13,005.50	36,289.00	32,415.00	42,720.00	58,328.00	64,685.50	46,114.50

Fees by week

	Week ended	Hours	Fee value (\$)
Week 400	8/11/2020	19.70	7,167.50
Week 401	15/11/2020	18.50	7,397.50
Week 402	22/11/2020	8.20	3,152.50
Week 403	29/11/2020	5.30	1,855.00
Week 404	6/12/2020	22.30	9,317.50
Week 405	13/12/2020	13.70	4,832.00
Week 406	20/12/2020	5.90	1,906.50
Week 407	27/12/2020	-	-
Week 408	3/01/2021	-	-
Week 409	10/01/2021	-	-
Week 410	17/01/2021	32.00	13,010.00
Week 411	24/01/2021	63.20	20,297.00
Week 412	31/01/2021	44.60	16,745.50
Week 413	7/02/2021	32.40	12,715.00
Week 414	14/02/2021	44.10	19,212.50
Week 415	21/02/2021	36.60	15,025.00
Week 416	28/02/2021	41.00	17,180.00
Week 417	7/03/2021	21.20	7,337.50
Week 418	14/03/2021	26.90	11,307.50
Week 419	21/03/2021	22.20	9,790.00
Week 420	28/03/2021	38.20	15,860.00
Week 421	4/04/2021	27.30	9,970.00
Week 422	11/04/2021	31.60	12,730.00
Week 423	18/04/2021	27.30	12,790.00
Week 424	25/04/2021	15.10	7,520.00
Week 425	2/05/2021	5.70	2,685.00
Week 426	9/05/2021	1.80	797.50
Week 427	16/05/2021	9.80	3,732.50
Week 428	23/05/2021	6.30	2,505.00
Week 429	30/05/2021	13.60	5,550.50
Week 430	6/06/2021	14.00	5,345.50
Week 431	13/06/2021	13.40	5,661.00
Week 432	20/06/2021	20.40	7,955.00
Week 433	27/06/2021	32.00	13,230.00
Week 434	4/07/2021	24.80	9,062.50
Week 435	11/07/2021	19.80	8,080.00
Week 436	18/07/2021	22.20	9,105.00
Week 437	25/07/2021	13.60	5,080.00
Week 438	1/08/2021	15.20	5,605.00
Week 439	8/08/2021	32.90	12,192.50
Week 440	15/08/2021	18.50	6,965.00
Week 441	22/08/2021	40.50	16,540.00
Week 442	29/08/2021	15.60	6,555.00
Week 443	5/09/2021	23.50	9,082.50
Week 444	12/09/2021	24.80	9,444.50
Week 445	19/09/2021	39.30	16,000.00
Week 446	26/09/2021	31.70	13,092.50
Week 447	3/10/2021	38.90	16,946.00
Week 448	10/10/2021	45.90	17,265.00
Week 449	17/10/2021	37.00	14,882.50
Week 450	24/10/2021	35.60	14,573.00

Week 451	31/10/2021	29.70	12,195.00
Week 452	7/11/2021	21.50	6,960.00
Week 453	14/11/2021	32.70	13,770.00
Week 454	21/11/2021	26.20	10,651.00
Week 455	28/11/2021	45.80	14,733.50
		1,350.00	533,361.00



Fees by person

For the period 2 November 2020 to 28 November 2021

Name	Position	Hourly rate	15 Nov 20	29 Nov 20	13 Dec 20	27 Dec 20	10 Jan 21	24 Jan 21	7 Feb 21	21 Feb 21	7 Mar 21	21 Mar 21
Jarrold Villani	PARTNER	\$575	4.8	0.5	0.5	0	0	0	0	0	0	0
Robert Hutson	PARTNER	\$575	0	0	0	0	0	0	0.9	1	1.1	0.4
David Johnstone	DIRECTOR	\$550	0	1	10	0	0	12	2.5	9	3	8
Stacey Clisby	DIRECTOR	\$550	2.3	0	0	0	0	9.3	15.7	21	10.7	11.6
Stephen Glanville	MANAGER	\$400	0	0	0	0	0	0	0	2.1	0	0
Aida Vucic	SNREXECANALYST	\$350	24.5	11.4	16.8	4.3	0	37.6	42	41.2	43.5	27.2
Joseph Kerins	EXECANALYST	\$325	0	0	0	0	0	0	0	0	0	0
Alexi Dracakis	EXECANALYST	\$325	0	0	1.2	0	0	0	0	0	0	0
James Cox	EXECANALYST	\$325	1	0	0	0	0	1.1	0	0	0	0
Joseph Kerins	SNRBUSANALYST	\$300	4	0.6	3.5	0.2	0	7.7	12.4	5.5	1.9	1.7
Kirsty Short	SNRBUSANALYST	\$300	0	0	0	0	0	0	0	0	0	0
Damien Rosario	SNRBUSANALYST	\$300	0	0	0	0	0	0	0	0.2	0.2	0.1
Administration	ADMIN	\$275	1.6	0	3.6	1.1	0	15.1	0.4	0.7	1.8	0.1
Administration	VARIOUS	\$130	0	0	0.4	0.3	0	12.4	3.1	0	0	0
Total professional fees (excluding GST)			38.2	13.5	36.0	5.9	0.0	95.2	77.0	80.7	62.2	49.1

Name	Position	Hourly rate	4 Apr 21	18 Apr 21	2 May 21	16 May 21	30 May 21	13 Jun 21	27 Jun 21	11 Jul 21	25 Jul 21	8 Aug 21
Jarrold Villani	PARTNER	\$575	0	0	0	0	0	0	0	0	0	0
Robert Hutson	PARTNER	\$575	0	1.7	0.6	0	0	0	0	0	0	0
David Johnstone	DIRECTOR	\$550	5.5	3	0	0	0	0	0	0	0	0
Stacey Clisby	DIRECTOR	\$550	11.1	21.5	15.2	4.3	8.8	11.7	22.7	14	12.2	11.6
Stephen Glanville	MANAGER	\$400	0	0	0	0	0	0	0	0	0	0
Aida Vucic	SNREXECANALYST	\$350	40.9	25.9	0	0	0	0	0	0	0	0
Joseph Kerins	EXECANALYST	\$325	0	0	0	0	0	0	0	11.3	22.6	29.6
Alexi Dracakis	EXECANALYST	\$325	0	0	0	0	0	0	0	0	0	0
James Cox	EXECANALYST	\$325	0	0	0	0	0	0	0	0	0	0
Joseph Kerins	SNRBUSANALYST	\$300	7.4	5.3	5	6.3	10	14.6	27.1	18.1	0	0
Kirsty Short	SNRBUSANALYST	\$300	0	0	0	0	0	0	0	0.3	0	4.7
Damien Rosario	SNRBUSANALYST	\$300	0	0	0	0	0	0.2	0	0.1	0	0
Administration	ADMIN	\$275	0.6	1.5	0	1	0.5	0.1	1.6	0.8	0	0.7
Administration	VARIOUS	\$130	0	0	0	0	0.6	0.8	1	0	1	1.5
Total professional fees (excluding GST)			65.5	58.9	20.8	11.6	19.9	27.4	52.4	44.6	35.8	48.1

Name	Position	Hourly rate	22 Aug 21	5 Sep 21	19 Sep 21	3 Oct 21	17 Oct 21	31 Oct 21	14 Nov 21	28 Nov 21	Total Hours	Total \$
Jarrold Villani	PARTNER	\$575	0	0	0	0	0	0	0	0	5.80	3,335.00
Robert Hutson	PARTNER	\$575	0	0	0	0	0	0	0	0	5.70	3,277.50
David Johnstone	DIRECTOR	\$550	0	0	0	0	0	0	0	0	54.00	29,700.00
Stacey Clisby	DIRECTOR	\$550	21	13.6	23.7	31.7	28.6	26.1	15.5	20	383.90	211,145.00
Stephen Glanville	MANAGER	\$400	0	0	0	0	0	0	0	0	2.10	840.00
Aida Vucic	SNREXECANALYST	\$350	0	0	0	0	0	0	0	0	315.30	110,355.00
Joseph Kerins	EXECANALYST	\$325	35.9	22.9	35.3	38.7	47.1	37.3	35.6	39.1	355.40	115,505.00
Alexi Dracakis	EXECANALYST	\$325	0	0	0	0	0	0	0	0	1.20	390.00
James Cox	EXECANALYST	\$325	0	0	0	0	0	0	0	0	2.10	682.50
Joseph Kerins	SNRBUSANALYST	\$300	0	0	0	0	0	0	0	0	131.30	39,390.00
Kirsty Short	SNRBUSANALYST	\$300	0	0	1.1	0	0	0	0	0	6.10	1,830.00
Damien Rosario	SNRBUSANALYST	\$300	0	0	0	0	0	0	0	0	0.80	240.00
Administration	ADMIN	\$275	0.1	2.6	0.6	0	1.2	0.3	1.6	0	37.60	10,340.00
Administration	VARIOUS	\$130	2	0	3.4	0.2	6	1.6	1.5	12.9	48.70	6,331.00
Total professional fees (excluding GST)			59.0	39.1	64.1	70.6	82.9	65.3	54.2	72.0	1,350.0	533,361.00

Appendix B – Detailed narrations

Task area	Subcategory	Description
Risk Management (Litigation/Legal) & Administration	Litigation/Legal	• Ongoing discussions and correspondence with legal advisors with respect to, but not limited to applications for directions in relation to Unitholder distribution matters. • Attendance in Chambers and in Court for various matters where attendance required. • Production of detailed workings and other documentation regarding Unitholder distribution matters. • Review of various affidavit materials for ongoing litigation and legal matters.
	Investor Information Management	• Ongoing update and maintenance of the Fund's dedicated website. • Uploading documents in relation to various court applications for service of notice on unitholders.
	Engagement Planning	• Engagement planning and management meetings. • Ongoing review and update of task lists. • Ongoing maintenance of priority matters and allocation of resources. • Ongoing management of cash flow forecasts and expense accruals.
	Other Administration	• Word processing and finalisation of formal correspondence.
Assets	Loans/Property	• Correspondence with Trustee of Peter Drake bankrupt estate.
Investors/Creditors	Reports/Circulars	• Preparation, finalisation and distribution of Updates 22 and 23 to Unitholders.
	Investor Communication	• Continued communication support for Unitholders and investor support groups via email and telephone. • Various correspondence with investors regarding the Unitholder Register Update process. • Mail out of correspondence for those investors where emails undeliverable. • Preparing materials for distribution to investors.
	Investor Information	• Ongoing refinement of internal model for Unitholder data. • Maintenance of Unitholder email distribution list.
	Investor Distribution	• Consideration of distribution methodology. • Correspondence with Link regarding Unitholder Register Update process • Correspondence with OFX and preparation of distribution payments. • Consideration of strategy for Unclaimed Money and issuing additional communications to Unitholders with Unclaimed Money. • Correspondence with ASIC and the PTQ regarding acceptance of Unclaimed Money.
	Advisor Communication	• Ongoing dealings and support to financial advisors regarding current progress of the winding up of the Fund.
Statutory Compliance	ASIC Correspondence	• Ongoing correspondence with ASIC and compliance with various requests.
	ATO	• Review of overall tax position of the Fund. • Ongoing correspondence with the ATO regarding lodgement requirements. • Preparation and lodgement of Business Activity Statements for current periods. • Preparation of financial information required for tax return lodgement.
	Books and Records	• Books and records management and archiving.

Task area	Subcategory	Description
Fund Management and Other	Fund Management	• Review, approval and payment of invoices payable by the Fund • Ongoing cash flow management. • Correspondence with various creditors of the Fund.
	Fund Accounting	• Maintenance of cash book for the Fund. • Reconciliation of Fund bank accounts. • Review of carrying value of loan assets and assessment of appropriate amount and timeframe for provisioning and write-offs.