



Title: Investment Policy

Section: Organisational

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Policy Statement

UBC recognises the importance in the proper management of financial investments that is maximising earnings; ensure the security of Club funds, while at all times considering the nature and risks associated with the investment.

This policy applies to the investment of all surplus funds held by UBC. For the purpose of this policy, investments are defined as arrangements that are acquired or undertaken for the purpose of producing income and/or capital gain.

Purpose and Scope

- UBC invests surplus funds in safe securities that attract the best interest rates available with minimum risk;
- The security of UBC funds are maintained;
- To comply with external reporting requirements and compliance obligations.
- This policy applies to all Directors, Employees – full-time and part-time and all volunteers and members;

Definitions

UBC: The Uncle Bobs Club

State Committee: Directors of the Uncle Bobs Club

Policy

1 Authorised Investments

1.1 Certificates of Deposits and Bills of Exchange

- a) A certificate of deposit, whether negotiable, convertible or otherwise, issued by an authorised deposit taking institution as defined by section 3 of the Trustee Act 1958.
- b) A bill of exchange which at time of acquisition has a maturity date of not more than 200 days and which if purchased for value confers on the holder in due course a right of recourse

against an authorised deposit taking institution, as defined by section 3 of the Trustee Act 1958, as the acceptor or endorser of the bill for an amount equal to the face value of the bill.

1.2 Investments in managed investment scheme

Investments in managed investment schemes which:

- Have a rating of AAm or a rating AAF from Standard and Poor's Australia Ratings;
- Are registered under section 601eb of the Corporations Law 2001 (Commonwealth);
- Are liquid with the meaning of section 601KA(4) of the Corporations Law 2001 (Commonwealth) and have a constitution that provides for members to withdraw from the scheme.

1.3 Fixed interest securities of the Australian States and Territories

Investments in the fixed interest securities of the other Australian States and Territories subject to these securities being:

- Issued and guaranteed by a State or Territory Government; and
 - Which have a credit rating equivalent to a Standard & Poor rating of AA or better.
- 2 Source documentation pertaining to each investment be provided to the Club by the institution within 24 hours of settlement.
 - 3 That the Treasurer or their assistant/delegate duly appointed by the Directors has the authority to invest Club funds in accordance with this policy.
 - 4 Should UBC utilise an investment adviser or investment dealer acting on its behalf, then that person must be licensed by the Australian Securities and Investment Commission.
 - 5 The State Treasurer reports any changes to UBC's investments to the next meeting of the State Committee.

Disciplinary Procedures

If any volunteer, staff, member or director, is found to be in breach of this policy, they will face disciplinary action. This action will be determined by State Committee, or if it is deemed necessary, a specially formed committee. Actions taken by UBC may vary from a written warning, up to termination of employment or cessation of engagement with the organisation. There will also be full cooperation with the relevant legal authorities.

Charter of Human Rights Compliance

It is considered that this policy does not impact on any human rights identified in the Charter of Human Rights & Responsibilities Act 2006.

Review

This policy and related procedures will be reviewed every three years, unless changed circumstances require earlier review.

Associated Policies, Procedures and Other Documents

- Finance Policy
- Fraud Prevention Policy
- Cash Handling Policy
- Finance Procedure Manual
- Cash Handling Procedure Manual
- Fraud Prevention and Detection Strategy

References

- N/A

Policy Name: Investment Policy

Responsible Director: State Treasurer

Functional Area: Organisational

Date adopted: 25 November 2018

Review Date: 25 November 2021

Review History

Date	Review Details	Action

INVESTMENT POLICY

I confirm I have read and understood the Investment Policy

Staff Signature Date

Print Name