

## INVESTMENT PLANNING POLICY

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Drafted by	Head Office	Approved by board on	August 2021
Responsible person	BOARD	Scheduled review date	July 2022

### INTRODUCTION

The Board of the NSW Greyhound Breeders, Owners and Trainers Association (NSW GBOTA ) is responsible for ensuring that the organisation operates within a responsible, sustainable financial framework and that the organisation has adequate resources to carry out its work. NSW GBOTA 's Investment Plan forms an important part of fulfilling this responsibility.

### PURPOSE

This policy is designed to:

- Direct the use of investment funds of the NSW GBOTA ; and
- Determine the NSW GBOTA 's future financial planning strategies to ensure the organisation is able to maintain its operating budget and create growth.

### POLICY

The Board of the NSW GBOTA is responsible for maintaining and extending the assets of the organisation, to provide for its long-term financial viability. In its stewardship of NSW GBOTA 's financial assets, the Board has adopted this policy to ensure that any assets not required for the current operating budget will be invested in accordance with NSW GBOTA 's Investment Plan.

The purpose of NSW GBOTA 's Investment Plan is to manage the cash assets not required for current operating expenses so as to maximise the earnings of such assets, while retaining security and minimising risks.

All interest and other earnings from such investments are deposited into NSW GBOTA 's operating account and thus become part of the annual operating budget.

The Investment Plan should be designed to ensure that:

- NSW GBOTA 's funds are utilised to achieve a balanced operating budget.
- NSW GBOTA creates capital growth and generates income.
- There will be access to cash to cover current liabilities.
- NSW GBOTA will have access to cash for establishing new projects.
- NSW GBOTA will have access to cash for unforeseen expenses.

The NSW GBOTA 's Investment Plan must conform with the following principles:

- Priorities set in the Business Plan are to be adhered to.
- Investments are to be made with low to medium risk ventures; that is, investments that provide for security of capital over the medium to long term.
- The NSW GBOTA will only invest with reputable, established, proven, financial institutions.

## RESPONSIBILITIES

The General Manager and the Finance Manager, in consultation with the Finance & Audit Committee, are responsible for recommending an Investment Plan portfolio for consideration by the Board in the context of the annual Business Plan.

## PROCEDURES

- The General Manager and Finance Manager will investigate investment options and make recommendations to the Board, in the form of an Investment Plan, as part of the annual Business Plan. The Investment Plan must conform with the principles laid out in the NSW GBOTA Investment Policy.
- The NSW GBOTA will seek independent advice about investment opportunities
- The NSW GBOTA's Finance & Audit Committee will meet biannually with the investment consultant to discuss the performance of the investment portfolio and report to the Finance & Audit Committee, which will in turn report to the Board.
- The Finance & Audit Committee will receive information about and keep track of the progress of all investments, and report on the progress of the investments to the Board.
- The Investment Plan will be reviewed every 6 months as part of the strategic planning for the Business.

## RELATED DOCUMENTS

- Budget Planning Policy
- The NSW GBOTA Business Plan

## AUTHORISATION

Directors NSW Greyhound Breeders, Owners and Trainers Association