

## **1. Background**

Sidmouth Lifeboat (“the company”) was incorporated on 31st August 2004, acquiring the assets and liabilities of the Sidmouth Inshore Rescue Service Trust.

## **2. Purpose of this policy**

The purpose of this Policy Statement is to set out our investment objectives, provide a framework for investment decisions and help the Trustees manage the investments effectively while observing with good governance and in accordance with the Memorandum of Association.

## **3. Investment Objectives**

We aim to maintain the capital value of our funds, achieve steady income, and have access to funds which we may need to call upon.

As Sidmouth Lifeboat has a significant portfolio and reserves, we engage a separate Independent Adviser to maintain an overview and offer advice on request. The Treasurer is the main contact and will ask for a standard review every 3 years – last review was in 2019.

## **3. Investec Portfolio**

Investec deliver both the advisory and the managing roles for our investments. The Treasurer has access to our Investec Portfolio online and is the main contact between our designated Investec Manager and the Trustees.

The Trustees will meet with the Investec Manager at least once a year at our January Trustee meeting; further attendance can be requested during the year. The Manager will meet with Chair and Treasurer 6 months after trustee meeting. A ‘Meeting Summary Note’ will be provided for the Trustees following the review, to form a permanent record.

The Treasurer will obtain and distribute portfolio summaries throughout the year.

The Investment Manager selects the distribution between the Asset Classes to achieve the defined Investment Objective which is clarified in the Investec Charities Client Agreement and/or any subsequent addendum.

**Performance** –Performance of each Asset Class will be compared against relevant Benchmarks, and the portfolio compared to the bespoke benchmark advised by the Investment Manager at each review.

**Target** - The target is subject to annual review by the Trustees and is currently set at RPI + 0.5%, aiming to maintain the value of the fund. The income target is £10,000, which is currently paid into the Sidmouth Lifeboat CAF account.

## **6. Other Investments**

**Unrestricted Funds** - To enable the necessary access to funds, further investments are held in Fixed Interest or Fixed Term accounts. The Treasurer is to keep a record of those that are held for specific projects. Each of these funds are covered by FSCS protection up to a value of £85,000, so none exceeds this limit.

**Restricted Funds** - The Peter Truesdale Capital Equipment Fund is in the form of a number of accounts to be spent on capital costs of the operation as laid out in the Endowment Trust Deed. The Treasurer and Accountants will keep a record of all spend from this fund.

## **10. Movement of funds**

Any internal movement of funds requires approval from a Trustee and the Treasurer. Any movement of funds external to the organisation and its investments, where not covered by existing policies for payment of suppliers, requires majority Board approval.

## **11 Approval of Policy**

Investec Wealth & Investment confirms receipt and acceptance of this Policy Statement.

Signed: ..... Michele Rogers on behalf of Investec

Date: .....

Approved by The Board of Trustees on Thursday 21<sup>st</sup> January 2021.

Phil Shepperd (Chair) on behalf of the Board

**This policy is to be reviewed every 2 years. Major changes will need Board approval**

<b>Date</b>	<b>Review completed by</b>	<b>Amendment required</b>
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## Appendix 1 - Investment Process

### Substantial funds received:

- Treasurer notifies all Trustees.
- Money held in CAF Bank Deposit (Gold) account
- If Gold account exceeding Treasurer and Chair to consider transfer

### If decision made to transfer:

#### Investec

- Treasurer notifies Investec of imminent transfer.
- Treasurer sets up transfer of funds from Gold to Daily CAF account
- Then transfer to Investec by bacs (daily limit of £100,000)
- Treasurer to set up payment via Xero and CAF bank
- Trustee to approve.
- Easterbrook Eaton (Janene) completes 2nd authorisation of CAF payment.
- Investec confirms receipt of funds.

#### Fixed term bonds appropriate

- Advice taken from Independent Adviser.
- Treasurer to report back to Trustees with advice for decision.