

## **CHECKLIST FOR TAX RETURN & AUDIT FOR JULIE MARR SUPERANNUATION FUND**

The following is a list of the information that the Accountant or Fund Administrator will need to prepare the tax return and arrange the audit. You can tick them off as you collect them.

- Bank / Cash Management Account Statements**
- Term Deposit Statements**
- Contract Notes**
- Dividend Notices**
- Details regarding Corporate Actions**
- Managed Fund Distribution, Purchase & Withdrawal Notices**
- Yearly Annual Tax Statements**
- Rollover Benefit Statements**
- Invoices that relate to the fund eg Midsec invoice, Accountants invoice**
- Signed Minutes of Trustees Meetings, Investment Strategy & 30 June Valuation**

The Tax return will need to be lodged by 31 December 2020 or as otherwise advised by your Accountant or Fund Administrator. If you receive an income stream from your Self Managed Super Fund (for example an account based pension) and you also receive a pension from Centrelink you will need to supply Centrelink with an annual update of your current situation prior to 31 December 2020.

**MINUTES OF MEETINGS OF THE TRUSTEES  
OF JULIE MARR SUPERANNUATION FUND**

HELD AT \_\_\_\_\_

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2020

**PRESENT:**

**CHAIRMAN:**

**BUSINESS:**

**INVESTMENT STRATEGY**

The chairman proposed the attached Investment Strategy be adopted for the 2020/21 Financial Year.

The Fund has a long-term investment objective to achieve an average annual return of 3-5% above the rate of inflation. The key elements of the proposed Investment Strategy for 2020/21 provide for:

- Sufficient liquidity to meet cash flow requirements of the Fund.
- The management of investment risk through diversification of investments amongst asset classes.
- The provision of appropriate insurances.
- Considers where possible the effects of COVID-19 on investment capital and distributions.

**PROPOSED ASSET ALLOCATION**

Continuation of the Asset Allocation as it stands 30<sup>th</sup> June 2020 and the provision that this may be adjusted in a range of plus or minus 10% for each asset class over the ensuing year. This allocation may be varied by the Trustees during the year. It is acknowledged that short term deviations from these ratios may occur from time to time.

**INSURANCE**

That insurances currently held by members of the Fund remain appropriate for those members and it also remains appropriate for those members that do not have insurance cover to remain uninsured.

**RESOLUTION:**

**RESOLVED** that the investment strategy be accepted.

**SECRETARIAL MATTERS:**

**RESOLVED** that the Trustee attend to all secretarial matters and other things or acts to be done so as to give full effect to the matters resolved upon at the meeting.

**CLOSURE:**

There being no further business the Chairman declared the meeting closed.

Confirmed as a true and correct record.



..... DATE: / /2020

Chairman

## **INVESTMENT STRATEGY FOR 2020/21**

### **JULIE MARR SUPERANNUATION FUND**

#### **Fundamental Objectives of the Fund**

- To maintain the assets of the fund solely for the retirement benefits of the member(s) and any dependants, of those members, in the event of a member's death.
- To ensure the fund has sufficient liquidity at all times to meet its commitments
- To formulate an Investment Strategy to meet the fundamental objective of maximising members benefits and returns having given due regard to investment risk.
- To maintain all its assets in investments considered "prudent by a wise man, or woman" in the spirit of superannuation and pension fund guidelines.
- To consider the personal risk insurance requirements of each member of the fund.
- From time to time to seek professional advice from Investment Professionals in the formulation or implementation of this or any future investment strategy.

#### **Investment Objectives**

Consideration has been given to each of the members age and personal circumstances. The Fund has a long investment horizon, therefore the members are prepared to endure a reasonable level of volatility of returns in expectation of long term growth. The members are prepared that there might be years where the returns are negative.

- To achieve an average annual return around 3.0% to 5.0% greater than the prevailing annual inflation rate. It is expected that some active management of equities will be employed to assist with this rate of return.
- To ensure that sufficient assets will be available to meet benefit payments when those payments are due to be paid (solvency).
- To ensure that sufficient liquid assets will be available to meet benefit payments as and when those payments are due to be paid (liquidity).
- To provide protection against the chance of a negative return over any 5 year period.

#### **Investment Risks**

The Trustee aims to ensure that the purchasing power of the fund remains relevant to members benefit withdrawal needs over the long term. This will require having some of the fund in equity investments.

Diversification across currencies, economies and asset classes may be achieved through a mix of Cash, Fixed Interest, Property both listed and unlisted, as well as Australian and International Investments via the use of direct equities and managed funds.

The trustee recognises that diversification can result in a reduction to return volatility, and will look to diversify through a mix of Cash, Fixed Interest, Property both listed and unlisted, as well as Australian and International Investments via the use of direct equities and managed funds. The Trustee may, however, they choose not to invest in particular asset classes during times of uncertainty.

The Trustee understands that there is a risk associated with equity investments in that the capital value of investments can fluctuate. There is also risk associated with fixed interest investments in that interest rates can fluctuate widely over a longer term.

To assist in reducing risk, the recommended portfolio aims to provide diversification over a number of financial / business sectors.

The Trustee has considered the impact on the fund from COVID-19 and understands that the short term remains uncertain. They are more focused on the medium to longer term outcome and will make alteration if deemed to seem fit for the medium to longer term.

**Asset Allocation Framework**

Continuation of the Asset Allocation as it stands at 30 June 2020 and the provision that this may be adjusted in a range of plus or minus 10% for each asset class over the ensuing year. This allocation may be varied by the Trustees during the year. It is acknowledged that short term deviations from these ratios may occur from time to time.

**Allowable Investments**

Allowable Investments for the fund include but are not limited to:

- Bank Accounts
- Cash Management Accounts
- Fixed Interest Term Deposits & Debentures
- Listed & Unlisted Securities
- Mutual Funds and Trusts
- Property
- Life Insurance Policies & Annuities
- Alternative assets

**Insurance Cover**

The Fund will allow each member to take out personal life, disability and sickness insurance. Members are encouraged to apply for insurance to cover their complete objectives / needs by considering non superannuation insurance contracts as well.

The Trustee of the Fund has considered holding insurance contracts that provide insurance for each of the Fund members and is satisfied that insurances currently held by members of the Fund remain appropriate for those members and it also remains appropriate for those members and it also remains appropriate for those members that do not have insurance cover to remain uninsured.

The Trustee of the fund has General Insurance on property and physical assets.

**Review of this strategy**

Should the trustees feel that any change in strategy should be contemplated in order to better achieve the fund objectives, they will communicate with the member(s) as required.

**Complying Status**

The Fund is an Australian Superannuation Fund as defined in subsection 295-95(2) of the Income Tax Assessment Act 1997 and Section 45 of the Superannuation Industry (Supervision) Act 1993 (“SIS Act”).

**Policies**

The policies adopted by the Trustee in order to achieve these objectives are:

- Regular review of the performance of the fund’s investments, to oversee the overall investment mix and the expected cash-flow requirements of the fund.
- Re-Balancing the fund’s investment portfolio due to changes in market conditions, by further sale and purchase of investments.

The trustee’s aim will always be to ensure that it follows the investment strategy, however, the trustee will at times reserve the right to change the investment mix depending on market situations and opportunities available to better meet the objectives of the fund. to strengthen its objectives.

A copy of the current investment strategy of the fund can be made available to all members of the fund.

SIGNED AND ACKNOWLEDGED BY:

SIGNED AND ACKNOWLEDGED BY:

.....  
TRUSTEE

.....  
TRUSTEE

DATE ...../...../.....

DATE ...../...../.....



Valuation as at 30 June 2020

Julie Marr Superannuation Fund

Position	Units	Current Unit Price	Current Value
<b>J MARR SUPER FUND</b>			
AGL Energy Limited. (AGL)	1,887.00	\$17.05	\$32,173.35
Australia and New Zealand Banking Group Limited (ANZ)	1,360.00	\$18.64	\$25,350.40
Coca-Cola Amatil Limited (CCL)	4,390.00	\$8.66	\$38,017.40
IRESS Limited (IRE)	3,397.00	\$10.95	\$37,197.15
Macquarie Cash Management Account	466,631.03	\$1.00	\$466,631.03
National Australia Bank Limited (NABHA)	530.00	\$89.65	\$47,514.50
Platinum International Fund	26,808.45	\$1.76	\$47,142.66
Plato Australian Shares Income Fund - Class A	46,699.88	\$1.11	\$51,925.59
SGH ICE	30,921.46	\$1.94	\$59,944.34
SYDAIR-ILB-3.12% 20/11/2030	31,000.00	\$1.53	\$47,484.56
Sydney Airport (SYD)	4,839.00	\$5.67	\$27,437.13
T. Rowe Price Global Equity Fund - S Class	55,147.06	\$1.08	\$59,702.21
Telstra Corporation Limited (TLS)	11,775.00	\$3.13	\$36,855.75
Transurban Group (TCL)	3,301.00	\$14.13	\$46,643.13
Wesfarmers Limited (WES)	1,271.00	\$44.83	\$56,978.93
Total for J MARR SUPER FUND:			\$1,080,998.13