



# INVESTMENT POLICY

## **Rationale:**

Kambrya College Council has a responsibility to manage college funds and in doing so, has a responsibility to invest excess funds in a manner that generates the maximum interest revenue with institutions that represent low risk.

## **Aims:**

- To ensure maximum interest returns on low-risk investments
- To ensure the cash-flow needs of Kambrya College are not compromised by the investment of funds into inaccessible accounts

## **Implementation:**

- All grants and other payments from the DEECD are paid into each college's individual 'at call' High Yield Investment Accounts
- These funds, plus locally raised funds, are then transferred into Kambrya College's Official Account on a needs basis
- Kambrya College Council must consider whether or not it should leave excess funds in the High Yield Investment Account, or seek other investment opportunities. The Finance sub-committee of College Council will monitor and make recommendations regarding investment of excess funds to Kambrya College Council
- Kambrya College Council must maintain a manual Investment Register for all investments other than the High Yield Investment Account. The register will detail date of lodgement, investment institution, account number, amount invested, and terms of investment including interest rate, maturity date and interest earned
- When considering investment opportunities, Kambrya College Council will ensure that funds are only invested with institutions that are prudentially sound and secure, professionally managed, and have strong financial status in reserves, liquidity and profitability
- All investment and changes to investments, including the 'roll over' of existing investments, must be approved and minuted by Kambrya College Council, and authorised by the Principal and a Kambrya College Council delegate
- All investments will be made in the name of Kambrya College Council and be reported through CASES
- The cash-flow requirements of Kambrya College must be monitored to ensure that there are sufficient funds available to meet commitments
- Kambrya College Council must not deposit money directly into, or make payments directly from an investment account. All receipts and payments must be made via the Official Account with the exception of interest earned and paid directly into an investment account, funds deposited by DEECD directly into the High Yield Investment Account, and colleges with ATO endorsement to operate a gift deductible trust fund (eg Building fund)

## **Evaluation:**

This policy, plus investment levels, investment terms and types of investments are required to be formally minuted and reviewed by College council annually

This policy was last ratified by College Council in **October 2007**