



RICHMOND SHIRE COUNCIL INVESTMENT POLICY

POLICY NUMBER: 033
INFOXPRT REF: 86919
TIME PERIOD OF REVIEW: 1 Year
DATE OF NEXT REVIEW: July 2027

1. OBJECTIVES

The objective of this Policy is to establish a framework for the practical investment of surplus funds held by Richmond Shire Council in accordance with legislative requirements and sound financial management principles.

This Policy aims to ensure:

- preservation of capital;
- maintenance of adequate liquidity;
- optimisation of investment returns within acceptable risk parameters; and
- effective management of investment risks.

2. SCOPE

This Policy applies to:

- all Council investments;
- all Council officers involved in the investment process; and
- all investment activities undertaken on behalf of Richmond Shire Council.

3. ETHICS AND CONFLICTS OF INTEREST

Council officers involved in investment activities must:

- comply with Council's Code of Conduct;
- disclose any actual or perceived conflicts of interest;
- not seek or accept personal benefits associated with investment decisions; and
- ensure investment decisions are made impartially and transparently.

4. AUTHORISED INVESTMENTS

Unless otherwise approved in accordance with legislative requirements and Council delegation, authorised investments are limited to:

- Queensland Treasury Corporation (QTC) Cash Fund
- QTC Capital Guaranteed Cash Fund
- QTC Fixed Rate Deposits (up to six (6) months)
- QTC Working Capital Facility
- Deposits with Australian Authorised Deposit-taking Institutions (ADIs), including:
 - term deposits; and
 - at-call deposit accounts

Any investment product not listed above requires approval in accordance with Council delegations and legislative requirements.

5. PROHIBITED INVESTMENTS

Council must not invest in:

- commercial paper;
- bank bills, including accepted or endorsed bank bills;
- negotiable certificates of deposit;
- bonds;

- floating rate notes;
- derivative-based investments;
- principal-only investments or securities with potentially nil or negative cash flows;
- stand-alone securities issued with underlying futures, options, forward contracts, or
- swaps of any kind;
- securities denominated in foreign currencies; or
- any speculative investment products.

Council must not borrow funds for investment purposes.

6. PROCEDURE

Existing Investments

Council shall review existing investments at maturity and apply such funds to maximise the benefits of such investment funds, taking into consideration all factors that affect rural locations.

New Investments

That Council will invest any surplus monies, with any financial institution which provides the greatest benefit to the Richmond Shire (within the scope of the legislation by which Council is bound). Such factors to be taken into account shall include:

- Market Value – having regard to the rating of the institution and the perceived market rate given that rating;
- Location – having regard to the local presence in the region;
- Accessibility – having regard to the ease of investment/redemption, and time differences imposed/incurred; and
- Current Funds – where possible spreading market-rate investments across ‘local-presence’ institutions and QTC

7. LEGISLATION

- *Local Government Act 2009*;
- *Local Government Regulation 2012*;
- *Statutory Bodies Financial Arrangements Act 1982*;
- *Statutory Bodies Financial Arrangements Regulation 2019*; and
- relevant Queensland Treasury Corporation (QTC) guidelines and circulars.

Council may only invest in investment products permitted under the applicable legislation.

8. IMPLEMENTATION

This Policy will commence from the Policy reviewed date and will be made available to all corporate staff on Council’s intranet site/network, and to all outdoor staff via their supervisor/coordinator. Council reserves the right to vary, replace or terminate this Policy from time to time. This Policy will typically be reviewed when a review has been deemed appropriate by organisational processes (e.g., audit recommendations), or when legislative requirements change.

9. APPROVAL

Date of Adoption: 26 June 2007
 Policy Reviewed: Special Budget Meeting 29 July 2026
 Resolution Number: 2026729.5

Policy Authorised: Peter Bennett
 Chief Executive Officer