

Policy Essential Information

Title:	Investment Policy
Date Approved:	March 2017
Status:	Statutory
Delegation:	Head Of School
Responsibility:	SBM Finance
Review Frequency:	Bi Annually
Policy Locations:	Staff Shared Drive/Hard Copy
Next Review Date:	March 2019

Investment Policy



Aspire and Achieve

Objectives of this Policy

The School aims to manage its cash balances to provide for the day-to-day working financial requirements of its operations, whilst protecting the real long-term value of any surplus cash balances against inflation. In addition, the School aims to invest surplus cash funds to optimise returns, but ensuring the investments are such that there is no risk to the loss of these cash funds.

Purposes

- To ensure adequate cash balances are maintained to cover day-to-day working financial requirements.
- To ensure there is no risk of loss in the value of any cash invested.
- To protect the value of any invested funds against inflation.
- To optimise returns on invested funds

Guidelines

Regular cash flow reports are to be prepared and monitored to ensure there are adequate liquid funds to meet all payroll related commitments and outstanding supply creditors that are due for payment.

Where the cash flow identifies a base level of cash funds that will be surplus to requirements, these may be invested only in the following:

- Interest bearing deposit accounts with any of the following banks;
 - RBS
 - Barclays
 - HSBC
 - LloydsTSB
- Treasury deposits, with maturity dates which do not result in the cash funds being unavailable for longer than 8 weeks

Periodically (at least every 3 months), the School Business Manager will review the interest rates being achieved and will compare with other investment opportunities that comply with the parameters of this policy.

Review

The policy will be reviewed annually by the Resources Committee of the Governing Body.

Approved by: Governing Body

Approved on: 16 March 2017

Review date: March 2019

