

INVESTMENT STRATEGY POLICY

September 2024

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1. TITLE

Australian National Maritime Museum Investment Strategy Policy

2. INTRODUCTION

The Australian National Maritime Museum (the Museum) was established under the Australian National Maritime Museum Act 1990 (the Act), as one of Australia's national cultural institutions. The Museum is charged with researching, collecting, preserving and exhibiting historical maritime material of the Australian nation. The museum is a publicly funded institution governed as a statutory authority in the Commonwealth Arts portfolio.

This Policy is formulated under Section 46 of the Act and applies to the investment of surplus money by the Museum.

3. PURPOSE

The purpose of the Investment Strategy Policy is to maximise return on the investment of surplus money whilst minimising risk. It also ensures compliance with applicable legislation and appropriate accountability.

4. SCOPE

This Policy applies to the investment of surplus money by the Museum, including money held by the Australian National Maritime Museum Fund. It is not applicable to donated funds, or to funds held by the Museum in trust.

It has been developed in line with the requirements of the *Public Governance, Performance and Accountability Act 2013* which in Section 59(1)(b) restricts the types of investments that may be made by the Museum. The Policy accords with Section 46 of the ANMM Act which states:

- (1) The Council may formulate a written policy in relation to the following matters:
 - (a) the investment strategy of the Museum
 - (b) benchmarks and standards for assessing the performance of the Museum's investments
 - (c) risk management for the Museum's investments.

Section 46 also requires the Council to publish the Investment Strategy Policy on the Museum's website and to regularly review the Policy.

5. POLICY STATEMENT

The Policy guides the investment of surplus money by the Museum with the aim of maximising revenue. Any investments made must be in accordance with the following principles:

- surplus money will be made available by maintaining operating bank account balances at levels sufficient to meet short-term liquidity requirements

- to minimise risk, surplus money will only be invested on deposit with an Endorsed Financial Institution (EFI), and
- every effort will be made to ensure that the best results are obtained and that the highest standards of accountability are met.

6. GUIDELINES FOR THE INVESTMENT OF MUSEUM MONEY

6.1 Investing surplus money

Prior to investing surplus money, in order to ensure that the Museum obtains the maximum return on investment, quotations for investment rates will be sought from a minimum of three EFIs. These must be sought no more than three months prior to the date of the relevant investment.

The decision as to which EFI is selected will be based on the best value for money, which is otherwise assumed to be the highest investment rate offered for the preferred term of each investment.

A complete audit trail is to be maintained for all investment transactions, including appropriate documentation of investment movements, approvals, quotations and correspondence.

6.2 Delegations

Approval to invest surplus money is in accord with the Museum's delegation instrument made under Section 39 of the Act which states that 'in exercising a delegated power, the delegate must comply with any written directions of the Director'.

Officers delegated to approve the investment of surplus money are the:

- Director
- Deputy Director, and
- Chief Financial Officer.

6.3 Implementation

In accordance with the requirements of the Act, the Policy will be published on the Museum's website and regularly reviewed.

7. ROLES AND RESPONSIBILITIES

Council – formulate, publish, review and ensure compliance with the Investment Strategy Policy, under Section 46 of the Act.

Audit, Finance and Risk Committee – provide advice to Council regarding the investment of surplus money in line with this Policy.

Chief Financial Officer – provide advice to the Audit Finance and Risk Committee to ensure that it meets its obligations in relation to this Policy; implement the Policy, including making decisions to determine and approve the investment of surplus money.

Director and Deputy Director – approve the investment of surplus money following advice from the Chief Financial Officer.

8. DEFINITIONS

Bank – means:

- an authorised deposit-taking institution within the meaning of the *Banking Act 1959*, or
- the Reserve Bank of Australia, or
- a person who carried on the business of banking outside Australia.

Endorsed Financial Institution – any institution on the Register of Authorised Deposit-Taking Institutions as published by the Australian Prudential Regulation Authority under the heading of ‘Australian-owned authorised deposit taking institutions’

Investment – money provided to an EFI for a fixed period at an agreed rate of return for that period

Surplus money – relevant money of the Museum that is not immediately required for the purposes of the Museum.

9. REFERENCES

9.1 Commonwealth Government

[Australian National Maritime Museum Act 1990](#)

Australian National Maritime Museum Regulations 2018

[Banking Act 1959](#)

[Public Governance, Performance and Accountability Act 2013](#)

[Public Governance, Performance and Accountability Rules 2014](#)

[Public Service Act 1999](#)

APS Code of Conduct

9.2 Australian National Maritime Museum

Fraud and Corruption Control Policy and Framework

Risk Management Policy and Framework

ANMM Instrument of Delegation

10. POLICY APPROVAL

This Policy was approved by the Museum Council on 11 September 2024 at meeting #157.

11. POLICY REVIEW

This document will be reviewed every three years with the next review in September 2027. Where there are changes to statutory or other compliance obligations that necessitate a review outside this cycle, it will occur as soon as possible after those changes take effect.

12. VERSION HISTORY

Version	Issue date	Author	Reason for change
1	September 2024	Chief of Staff	New policy