

Financial Investments Policy

Category:	Governance
Last Modified:	November 2016
Review Date:	November 2017
Approved By:	Executive Committee
Contact Person:	The President

Introduction:

The purpose of this policy is to provide clear direction as to the objectives and expected outcomes of financial investments made by the Association.

Policy Statement:

The Association must set aside resources in order to secure the long-term viability of the Association and provide funds for future development.

The Executive's overall philosophy on the management of investments is to optimise returns in the long term while balancing liquidity, risk and return considerations. The Executive recognises that as responsible custodians a significant portion of investments should be of relatively low risk. Investment risk will be limited to appropriate diversification. It also recognises that lower risk generally means lower returns.

Other key considerations include: whether the investment accords well with the UCSA's reputation and ethical standing, the opinions of the student body, and an overall desire to invest in local businesses where possible and viable.

This policy should be read in conjunction with the Association's Constitution regarding financial matters, as well as policies regarding the critical role the Advisory Board plays in this matter.

Procedures:

Overview

The Investments Policy shall govern all assets of the Association that:

- a) Have minimal direct or no indirect benefit to students in the short term; and
- b) Can be converted into cash in the short to medium term with no material effect on the current provision of services.

The Association shall use investment funds to improve and expand services for students when appropriate and as funds allow.

Delegations

The Chief Executive must:

1. Consult with the Advisory Board when making investment portfolio decisions; and
 - o In matters exceeding \$50,000.00, seek and follow a recommendation from the Advisory Board and subsequent Resolution of the Executive prior to investing or disposing of investments “in accordance with Investment Criteria”.

2.

Investment Amount	Action Required	Decision Maker
Less than \$50,000.00	Consult with Advisory Board	Chief Executive
\$50,000.00 or greater	Obtain recommendation from Advisory Board; and resolution of Executive	Executive

Investment Criteria

The Association shall endeavour to hold between 15% and 20% of its total net assets (less University Bookshop shares) in investments, including on call bank accounts and term investments.

The Association shall adopt a low to medium risk approach to investing resources. Short-term funds should be held within the Association’s sole banking service provider. Low levels of funds should be held in the working account. Funds surplus to immediate requirements should be held on call or in a term investment account.

Longer-term investment in fixed interest, listed property companies, and equities as recommended by the Association’s investment adviser are acceptable on the following basis.

- a) Funds may be invested in parcels of no more than \$200,000, with maturity dates that complement the current portfolio in quality fixed interest issues rated at least “A” or equivalent by Standard & Poor’s and Moody’s and on the recommendation of the Association’s investment adviser.
- b) Funds may be invested in parcels of no more than \$100,000, with maturity dates that complement the current portfolio, in unrated securities, provided our advisor recommends the security
- c) The asset allocation should be predominantly fixed interest (80%), with up to 10% allocated to listed property companies and up to 10% in equities (for longer-term growth).