

Kingswood Sports CIO Investing Charity Funds Policy and Procedures

Policy Number: KS-ICF-01

Effective Date: September 2024

Review Date: September 2025

Approved by: Board of Trustees

Version: 1.0

1. Purpose

This policy establishes guidelines for the investment of funds held by Kingswood Sports CIO to ensure they are managed prudently and in accordance with the Charity's objectives and legal obligations.

2. Scope

This policy applies to all funds invested by Kingswood Sports CIO, including unrestricted and restricted funds.

3. Definitions

Investment: The allocation of funds to financial instruments or assets to generate income or capital appreciation.

Investment Manager: A professional or firm appointed by the Charity to manage its investment portfolio.

Ethical Investment: Investment in assets that align with the Charity's values and do not conflict with its mission or objectives.

4. Policy Statement

- Kingswood Sports CIO aims to manage its investments to balance income generation and capital growth, ensuring the security of the funds.
- The Charity will invest in a manner that reflects its values and mission, avoiding investments in sectors contrary to its ethical standards.
- All investment decisions will be made in compliance with the Charity Commission guidelines and relevant legislation.

5. Responsibilities

Board of Trustees:

- Approve the investment policy and any amendments.

- Appoint and monitor the performance of the Investment Manager.
- Ensure compliance with this policy and relevant regulations.

Finance Committee:

- Review the investment policy annually and recommend changes to the Board of Trustees.
- Oversee the implementation of the investment policy.
- Monitor investment performance and report to the Board of Trustees.

Investment Manager:

- Manage the investment portfolio per this policy.
- Provide regular reports on investment performance and market conditions.

6. Investment Objectives

- 1. Capital Preservation:**
 - Protect the actual value of the Charity's funds against inflation.
- 2. Income Generation:**
 - Generate a sustainable level of income to support the Charity's activities.
- 3. Capital Growth:**
 - Achieve capital growth over the medium to long term to support the Charity's future needs.

7. Investment Strategy

- 1. Asset Allocation:**
 - Diversify investments across asset classes (e.g., equities, bonds, cash) to spread risk.
 - Determine the appropriate allocation based on the Charity's risk tolerance and investment objectives.
- 2. Ethical Considerations:**
 - Avoid investments in industries that conflict with the Charity's mission, such as tobacco, arms, and gambling.
 - Prefer investments in companies with substantial environmental, social, and governance (ESG) practices.
- 3. Liquidity:**
 - Ensure sufficient liquidity to meet the Charity's operational needs and obligations.

8. Selection and Monitoring of Investments

- 1. Selection:**
 - Choose investments using a rigorous selection process, considering factors such as performance, risk, and ethical alignment.

- Employ the services of an Investment Manager with expertise in managing charity funds.
- 2. Monitoring:**
 - Regularly review the performance of the investment portfolio against benchmarks and objectives.
 - Monitor the performance of the Investment Manager and assess their adherence to the policy.

9. Risk Management

- 1. Risk Assessment:**
 - Identify and assess the risks associated with the investment portfolio, including market, credit, and liquidity risks.
 - Implement strategies to mitigate identified risks.
- 2. Diversification:**
 - Diversify investments to reduce exposure to any single asset class or market.
- 3. Review and Adjustment:**
 - Review the investment portfolio regularly and make adjustments as needed to respond to changes in market conditions and the Charity's needs.

10. Reporting

- 1. Internal Reporting:**
 - The Investment Manager will provide quarterly reports to the Finance Committee on the performance and composition of the investment portfolio.
 - The Finance Committee will report to the Board of Trustees on investment performance and compliance with the policy at least annually.
- 2. External Reporting:**
 - Include a summary of the investment performance and strategy in the Charity's annual report.
 - Ensure transparency with stakeholders regarding the management and performance of the Charity's investments.

11. Review and Amendments

- This policy will be reviewed annually by the Finance Committee to ensure its continued relevance and effectiveness.
- Any amendments to the policy will be recommended by the Finance Committee and approved by the Board of Trustees.

12. Contact Information

For any queries or assistance regarding this policy, please contact:

Designated Finance Officer:

Claire Purdue

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Chair of the Board of Trustees:

Sarah Weichardt

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Approved by:

Sarah Weichardt

Chair of the Board of Trustees

Kingswood Sports CIO

This policy ensures that Kingswood Sports CIO manages its investments prudently, aligning them with the Charity's objectives and ethical standards while complying with legal requirements.