



accordia 

# the advantage Summer 2012

## ■ 2012, a new year with speedier communication

Most of us were pleased to see 2011 draw to a close. It had been a fairly challenging year on a lot of fronts. For Cantabrians anticipating more settled times ahead, the December 23rd shakes were particularly unwelcome. For investors, 2011 was very much a game of two halves. The first part of the year was relatively settled, the second far from it. Considering most portfolios hold bonds and shares, the “two halves” story applied there too. Bonds were stellar, equities disappointing.

Thankfully, time passes at the same pace no matter what. All of us at Accordia are looking forward to 2012, whatever it may bring. We continue to strive to be innovative, responsive and forward- thinking.

Being able to communicate with you quickly, easily and in an environmentally – friendly way has prompted us to change our communication strategy. As far as possible, depending on whether you have an email address, we will now be sending Accordia Advantage and Portfolio News (exclusive to portfolio clients) electronically.

This shorter, to the point, edition of Accordia Advantage, comes in place of our previously printed newsletter. Between now and the Autumn, we will be gearing up our systems to take full advantage (literally) of all the possibilities the new medium has to offer.



### **Please help**

If you have an email address but haven't given it to us, please email or phone us now and give us the details.

### **No email address?**

If you don't have an email address, we will continue to use your “snail mail” address to send out a paper copy. This will be printed in our office so may not look quite as flash as previous ones. The content will, we hope, still be interesting and informative.

### **Survey – please provide some feedback**

At Accordia, we are very focussed on meeting your needs. When it comes to information, commentary and opinion, we'd like some feedback about Accordia Advantage. Please take a minute or two to complete our survey. Please [click here](#) to complete our electronic survey.





## Who's who?

When it comes to looking after people's money, it's essential to have specialists involved. Accordia has a specialist investment manager, Caliber Investment Limited, and many of our readers have met Mark Wooster, Caliber's Chief Investment Officer. Accordia has other specialists too who bring their special expertise to the mix. These include our Trustee, legal advisers, auditors and others.

Here are some of the questions we've been asked in the last while about the roles of these other specialists.

### How is my money kept safe when I deposit or withdraw funds?

That's one of the roles our Trustee helps with. When depositing, your funds are paid into an account with Public Trust then invested according to your instructions. When withdrawing, funds are paid to your nominated account via Public Trust. Details of your bank account are loaded securely using original bank information only.

### Who works out the tax?

Tax rates are set by legislation of course but implementing the tax rules is the job of MMc, a firm providing registry and fund accounting services to Accordia. MMc calculates the tax to be paid (if the PIR is more than 0%) and, when a "tax event" happens, they pay it across to the IRD on your behalf. MMc is responsible for preparing a report with all the details of gross income, allowable expenses, net income and tax paid etc. Accordia advisers can't give tax advice but may help answer questions about the tax report.

### What does the auditor do?

Our Auditor, currently PWC, checks that the position of all client funds and all operations are properly and accurately reported in Accordia's annual accounts. The accounts are filed with The Companies Office every year and can be viewed on line. The Auditor attaches a letter to the accounts each year and there are deadlines for filing these with penalties for lateness.

### What's a registry?

It's a list of all the investors with details of their holdings. MMc provides Registry services to Accordia. There are changes to the list all the time, as funds are deposited and withdrawn.

### Who has the say about what investments are in my portfolio?

Accordia's Board has established investment policies and guidelines through a Statement of Investment Policies and Objectives (SIPO). The SIPO reflects investor requirements addressing issues such as time frame for investment, requirements for liquidity, the types of investments that can be held etc. Caliber then follows the SIPO in the work it carries out in the portfolio construction process. The Board is required to sign off the Asset Allocation recommendation from Caliber. Caliber then implements that allocation by researching and analysing various investment options locally and offshore ensuring that they comply with the SIPO. An extensive process of modelling and assessing all of the components is carried out by Caliber to ensure the best combination is found for the portfolios. Once the portfolio has been constructed and implemented, Caliber then monitors and reviews all components in a systematic manner to ensure the integrity of your portfolio is maintained on an ongoing basis.

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