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## Flinders Living Operating Procedures

- Establishment Date:** Council, August 2002
- Date Last Amended:** 31 July 2023
- Nature of Amendment:** Minor repairs to ensure document is up to date.
- Date Last Reviewed:** 2023
- Responsible Officer:** Vice-President (Corporate Services)

The University acknowledges the:

- pivotal role that an appropriate living environment has in shaping a student's university experience, encompassing academic success, social integration, and personal development; and
- effective provision of support to students to locate appropriate accommodation is an important aspect of the University's ability to attract and satisfy students.

## Policy

### 1. Responsibilities

Flinders Living is responsible for management of the University's:

- on-campus student accommodation, and
- Student Housing Service.

### 2. Management

Flinders Living will be managed by the Principal, Flinders Living who reports to the Vice-President (Corporate Services).

### 3. Finance

- 3.1 The Vice-President (Corporate Services) will, from time-to-time, determine the most appropriate financial arrangements for the operation and provision of University on-campus student accommodation.
- 3.2 The University's on-campus student accommodation would normally:
- operate on a full cost recovery basis

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- provide for life-cycle maintenance and renewal, and
  - contribute to the cost of future accommodation developments or improvements for student accommodation residents.

3.3 Accommodation fees will be structured in such a way to ensure that these objectives are, in normal circumstances, achievable.

3.4 The University may:

- provide funds for significant infrastructure or compliance projects
- loan funds to Flinders Living for capital developments on terms approved by University leadership or relevant University governance committees.

3.5 The University will credit interest to Flinders Living on the Division's reserve funds at the average rate earned by the University less any applicable management fee.

#### **4. Service Provision**

The Principal, Flinders Living will negotiate an annual service agreement with the University that specifies the services to be provided and the pricing mechanisms with the Vice-President (Corporate Services).

#### **5. Student Accommodation Operations Report**

The Principal, Flinders Living shall report approximately monthly to the to the Vice-President (Corporate Services) on the operations of Flinders Living. The report will include the following items:

- Operational updates including staff and student levels, key activities and any incidents affecting student wellbeing.
- Financial update, including occupancy details.
- Capital planning update and maintenance updates.