

Notice of Meeting and Agenda Investment Review Board

Date	Time	Venue
Wednesday, 22 November 2017	14:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Corporate Governance

Membership

Councillor Alison Jean Dowling: Councillor John McIntyre: Councillor Iain Nicolson:

Councillor John Shaw (Convener): Councillor Jim Paterson (Depute Convener):

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

- | | | |
|----------|---|---------------|
| 1 | Minute of Previous Meeting | 3 - 6 |
| | Minute of Previous Meeting held on 7 June 2017. | |
| 2 | Review of Statement of Investment Principles | 7 - 14 |
| | Report by the Director of Finance and Resources. | |
| 3 | Information Session | |
| | Briefing by David Millar, Senior Investment Consultant, Hymans Robertson LLP relative to the Renfrewshire investment portfolios and the current economic position. | |
| 4 | Paisley and Renfrew Common Good Funds - Review of Investment and Income Performance | |
| | Report by the Director of Finance and Resources relative to the performance of the Paisley and Renfrew Common Good Fund Investments, including a briefing note from Hymans Robertson LLP on the key issues to be presented by David Millar. Subsequent to this Mike Connor and/or Gair Brisbane, Standard Life Wealth Limited will deliver a presentation relative to the performance of the Paisley and Renfrew Common Good Funds. | |
| 5 | Date of Next Meeting | |
| | Members are asked to note that the next meeting of the Investment Review Board is scheduled for Wednesday 13 June 2018 at 11.00 am. | |

Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 07 June 2017	11:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor John McIntyre, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Shaw, Convener, presided.

In Attendance

A MacArthur, Head of Finance and P Shiach, Committee Services Officer (both Finance & Resources).

Also in Attendance

D Millar, Senior Investment Analyst, Hymans Robertson LLP and G Brisbane, Portfolio Manager (Standard Life Wealth Limited).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Investment Review Board held on 23 November 2016.

DECIDED: That the Minute be noted.

2 Introductory Briefing - Operation of the Investment Review Board and Management of Common Good Fund Investments

There was submitted a presentation by the Head of Finance relative to the operation of the Investment Review Board and the management of the Common Good Funds.

The presentation provided information on the frequency of Board meetings; details of the three funds, namely Renfrew, Paisley and Johnstone Common Good funds; investment principles; the investment manager and investment adviser; and governance and reporting.

The Head of Finance was then heard in answer to questions from members on the content of the presentation.

DECIDED: That the presentation be noted.

3 Information Session - Renfrewshire Investment Portfolio and the Current Economic Position

There was submitted briefing by D Millar, Hymans Robertson LLP, regarding the Renfrewshire investment portfolios and the current economic situation.

Mr Millar made reference to historic returns for world markets to 31 March 2017 indicating that survey data suggested sustained strength in business conditions over the period. The US Federal Reserve had raised US interest rates twice over the period to a range of 0.75% - 1% per annum by the end of March 2017.

He indicated that a resilient post-referendum performance from the United Kingdom economy and some fiscal easing lowered expectations that the Bank of England would cut interest rates again in the short term. Headline inflation had reached 2% or higher in the US, the Eurozone and the UK by the end of the period.

Mr Millar commented on the economic and market conditions in terms of the global perspective; the performance of equities and bonds over the period to 31 March 2017, and provided information in relation to the general performance, asset allocation and performance by asset class of the Paisley and Renfrew Common Good Funds. There followed a question and answer session.

DECIDED: That the information be noted.

4 Paisley and Renfrew Common Good Funds - Review of Investment and Income Performance

There was submitted a report by the Director of Finance & Resources relative to the performance of the Paisley and Renfrew Common Good Funds for the six month

period ending 31 March 2017. The Head of Finance advised that the reporting period was the six-months to 31 March 2017 and not 30 September 2016 as indicated in the report. A performance review report by Hymans Robertson LLP was appended thereto.

G Brisbane, Investment Manager, presented a report in relation to the performance of the Paisley and Renfrew Common Good Funds to 31 March 2017. The report provided information on the portfolio manager, world markets for period 31 March 2016 to 31 March 2017; global equity returns; the UK Gilt yield; long term global themes; investment guidelines; the performance of the Paisley and Renfrew Common Good funds to 31 March 2017; asset attribution; the top 10 equity holdings; policy influence; and the European election. An appendix to the report provided information on investment restrictions; alternatives; and population dynamics.

Mr Brisbane was then heard in answer to questions from members.

DECIDED:

- (i) That it be noted that the reporting period covered in the report related to the six months to 31 March 2017 and not 30 September 2016 as indicated in the report; and
- (ii) That the reports be otherwise noted.



To: Investment Review Board

On: 22 November 2017

Report by: Director of Finance and Resources

Heading: Statement of Investment Principles

1. Summary

1.1 The Council has arranged for the investments of the Paisley and Renfrew Common Good Funds to be managed by Standard Life Wealth Limited, and has agreed with the manager a number of principles which govern decisions regarding these investments.

1.2 These principles cover a range of issues such as which benchmark should be employed against which to assess the managers performance, and any restrictions the manager must observe in choosing sectors or classes of asset in which to invest. These principles are reviewed periodically to ensure they remain appropriate to the requirements of the Common Good Funds.

1.3 The Statement of Investment Principles was last reviewed in November 2016, and is due for review. There is one change proposed to the existing Statement (attached for information), reflecting the predominant objective for the investment manager to generate regular income for distribution to LACs and to fund other charitable activities, and to achieve capital growth thereafter. The existing line in section 6 states:

“The investment manager has been instructed to achieve a balance between capital growth and income through investing in a combination of UK and overseas equities and fixed interest securities plus cash.”

It is proposed to change the above statement to:

“The investment manager has been instructed to achieve a regular stream of income, and thereafter capital growth, through investing in a combination of UK and overseas equities and fixed interest securities plus cash.”

2. **Recommendations**

- 2.1 To consider and approve the Statement of Investment Principles.
-

Implications of the Report

1. **Financial** – funds generated by the Investment Manager are made available for distribution through grants and other awards agreed by Local Area Committees and the Finance, Resources and Customer Services Policy Board. All funds are managed in line with the requirements of local government and charities regulations, and in line with the Statement of Investment Principles.
2. **HR & Organisational Development - none**
3. **Community Planning – none**
4. **Legal – none**
5. **Property/Assets - none**
6. **Information Technology – none**
7. **Equality & Human Rights** - the recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council’s website.
8. **Health & Safety - none**

- 9. **Procurement – none**
 - 10. **Risk** – the Statement of Investment Principles outlines a medium level of risk to be adopted by the Investment Manager.
 - 11. **Privacy Impact - none**
 - 12. **Cosla Policy Position - none**
-

Author: Lisa Dickie, Ext 7384

Renfrewshire Council

Paisley and Renfrew Common Good Funds

Statement of Investment Principles

INTRODUCTION

Purpose of Statement

1. This statement sets out the principles governing decisions regarding the investment of assets of the Paisley and Renfrew Common Good Funds. The Director of Finance and Resources of Renfrewshire Council has issued this statement.

Consultation

2. The Director of Finance and Resources of Renfrewshire Council has consulted with Standard Life Wealth Limited (the Funds' Investment Manager) and with Hymans Robertson LLP (the appointed Investment Adviser) about the content of the Statement.

Investment Powers

3. The Director of Finance and Resources has the delegated authority per the Council's Financial Regulations to invest the monies of the Paisley and Renfrew Common Good Funds in or upon such investments, securities or property, as may be thought fit.

Investment Policy

4. Other than heritable property, held as investment assets, and cash required in the short-term, the Director and Officers rely on professional investment managers for the day-to-day management of the assets of the Common Good Funds.

Delegation to Fund Managers

5. The investment manager, Standard Life Wealth Limited, is responsible for the allocation of assets between types of investments and for the selection of individual stocks within each type of investment. The funds are managed on a discretionary basis where the investment manager makes all investment decisions in line with the agreed investment objectives and benchmark.

Investment Objectives

6. The investment manager has been instructed to achieve a regular stream of income, and thereafter capital growth, through investing in a combination of UK and overseas equities and fixed interest securities plus cash.

Income Objective

7. The Council will on an annual basis, present the investment manager with an indication of the income required for each fund.

Diversification and Risk Controls

Risk

8. In order to achieve the stated objective a moderate-risk approach will be adopted that corresponds to a diversified portfolio invested in a broad spread of equities both directly and indirectly through pooled funds but also including a proportion of fixed interest securities, property, cash and such other investments as the Council approves.

Custody

9. Platform Securities acts as custodian for the assets managed by the investment manager.

Manager Restrictions

10. The following investment restrictions have been put in place

- The members of Renfrewshire Council's Investment Review Board believe that social, environmental and ethical considerations are among the factors which its investment managers should take into account, where relevant, when selecting investments for purchase, retention or sale.
- The members consider that public opinion and consumerism is beginning to add a further dimension to corporate life such that companies which act irresponsibly or without consideration for the public view may run serious reputational risk which could have a significant impact upon their earnings and ultimately upon the value of their shares.
- In general terms, this means that there is a group of socially responsible investment concerns that investors need to be aware of and which should be taken into account when the decision whether to invest is being made. This does not mean that the decision whether or not to invest depends entirely on the assessment of these factors but that they should be considered along with all relevant factors when decisions to buy, hold or sell investments are being made.
- The Funds are committed to the development of a positive, practical and sustainable policy on socially responsible investment whilst fulfilling the Funds' fiduciary duties.
- General Policy Statement
The Funds require its investment manager to consider social, environmental and ethical factors in making investment decisions. Each investment decision shall be made on a balanced view on the overall investment case for particular sector or stock.
- Specific Restrictions
 - No direct investment in tobacco stocks
 - A minimum of 15% to be held in fixed interest stocks
 - No direct investment in companies involved in the manufacture or supply of cluster munitions or anti-personnel landmines; or any military production or sales

Manager controls

11. Powers of investment delegated to the investment manager must be exercised with a view to giving effect to the principles contained in this statement so far as is reasonably practicable.

Taxation

12. The investment manager will deal with all taxation issues recovery of tax suffered by funds. The investment manager shall provide annually a H.M. Revenue & Customs approved tax voucher with supporting schedules detailing dividend income received.

Performance Measurement Information

13. The Council will monitor the performance of the portfolio against its objectives on the quarterly basis. The performance will be measured against a composite benchmark as follows:

Asset Class	Benchmark	Proposed Weighting
UK Equities	FTSE all share index	60%
Overseas Equities	FTSE world ex UK index	20%
Fixed Interest Securities	FTA all UK Government Stocks	18%
Cash	UK Interbank 7-day	2%
		100%

The Council will review the suitability of the benchmark annually.

Reporting

14. The investment manager will prepare an investment report on the fund every quarter and will attend every quarter an officer review meeting with the Council's Director of Finance and Resources and his advisors. The investment manager will also attend bi-annual meetings of the Council's Investment Review Board.

Frequency of review

15. The Council will review this statement annually or sooner if there is a change in the policy or any of the areas covered by this statement.

