

## Avon Pension Fund Committee Training Programme 2012-14

## General Topics

Topic	Content	Timing
<p><b>Fund Governance and Assurance</b>  <i>(relates to CIPFA Knowledge &amp; Skills Framework areas: Legislative &amp; Governance, Auditing &amp; Accounting Standards, Procurement &amp; Relationship Management)</i></p>	<ul style="list-style-type: none"> <li>• Role of the administering authority               <ul style="list-style-type: none"> <li>- How AA exercises its powers (delegation, role of statutory 151 Officer)</li> <li>- Governance Policy Statement</li> </ul> </li> <li>• Members duties and responsibilities               <ul style="list-style-type: none"> <li>- LGPS specific – duties under regulatory framework                   <ul style="list-style-type: none"> <li>○ Admin regulations (including discretions), admin strategy, communications strategy</li> <li>○ Investment regulations</li> <li>○ Statutory documents - Statement of Investment Principles, Myners compliance, Funding Strategy Statement, Annual Report</li> </ul> </li> <li>- Wider Pensions context</li> </ul> </li> <li>• Assurance framework               <ul style="list-style-type: none"> <li>- S 151 Officer</li> <li>- Council Solicitor</li> <li>- FoI Officer/Data Protection</li> <li>- Internal Audit</li> <li>- External Audit</li> <li>- Risk Register</li> </ul> </li> </ul>	June 2012
<p><b>Manager selection and monitoring</b>  <i>(relates to CIPFA Knowledge &amp; Skills Framework areas: Investment Performance &amp; Risk Management)</i></p>	<ul style="list-style-type: none"> <li>• What look for in a manager – people, philosophy and process</li> <li>• How to select the right manager – roles of officers &amp; members, procurement, selection criteria, evaluation</li> <li>• Monitoring performance &amp; de-selection</li> <li>• Fees</li> </ul>	2013 onwards following Strategic review

<p><b>Asset Allocation</b> (relates to CIPFA Knowledge &amp; Skills Framework areas: Investment Performance &amp; Risk Management, Financial Markets &amp; Products)</p>	<ul style="list-style-type: none"> <li>• Basic concepts – Expected Return, Risk Budget, efficient markets</li> <li>• Why is asset allocation important – correlations, strategic vs. tactical allocation</li> <li>• Implementation of strategy – active/passive investing, large/mid/small cap, UK/overseas, relative/absolute return, quantitative/fundamental investment approaches</li> </ul>	<p>4Q12 onwards as part of Strategic review</p>
<p><b>Actuarial valuation and practices</b> (relates to CIPFA Knowledge &amp; Skills Framework areas: Actuarial Methods, Standards and Practices)</p>	<ul style="list-style-type: none"> <li>• Understanding the valuation process <ul style="list-style-type: none"> <li>- Future and past service contributions</li> <li>- Financial Assumptions</li> <li>- Demographic Assumptions including longevity</li> </ul> </li> <li>• Importance of Funding Strategy Statement</li> <li>• Inter-valuation monitoring</li> <li>• Managing Admissions/cessations</li> <li>• Managing Outsourcings/bulk transfers</li> </ul>	<p>1Q13 Actuarial assumptions and New Scheme</p>

### Planned Committee Workshops 2012/13

Workshop	Content	Timing
Strategic review parts 1 & 2	Asset Liability Study, use of risk budget, asset allocation, approaches to investing	4Q12
Strategic Review part 3	Setting investment objective, agree strategy and investment structure; ongoing monitoring of strategy	1Q13
Triennial Valuation	Pre-valuation review of assumptions and potential impact of new scheme	1Q13