

## Appendix 5 - Committee training programme 2018-20

	Topic	Content	Format	Timing
1	Governance	Overview of governance structure LGPS Scheme Advisory Board & legislative framework List of key strategy and regulatory documents	Committee	June 2018 Committee meeting
2	Overview of Fund Strategies	Scheme outline and structure Administration Strategy Communications Strategy Risk Register	Committee	Committee papers
3	Actuarial Valuations	Valuation monitoring 2018 interim valuation outcome & GAD valuation methodology, plus LGPS Cost Cap Mechanism	Committee Workshop  Workshop	Committee reports Interim valuation workshop 3Q18 2019 Valuation workshop 2/3Q19
4	Funding Strategy Statement, covenants, admission and exit policies	Funding Strategy Covenant assessment process Admission and exit policies and funding basis used	Committee	Committee reports Covenant report 4Q18 FSS review 2Q19
5	Investment strategy	Asset allocation & Investment strategy Statement Investment strategies e.g. active vs. passive Investment management structure Process for appointing managers Monitoring managers and performance measurement Fees Brunel: <ul style="list-style-type: none"> <li>• Asset transition plan</li> <li>• Monitoring of performance and service delivery</li> </ul>	Committee       Committee	Quarterly monitoring report       Brunel transition plan monitoring (2018-20) Brunel performance monitoring (from 2018)
6	Managing liabilities	Monitoring and review of LDI framework Annual review of Risk Management Strategies  Review of Investment Strategy for Corporate Bond bodies	Investment Panel Investment Panel & Committee Investment Panel	Panel reports 3Q2018  3Q18

7	Responsible Investment Policy	Policy principles Implementation	Committee	Annual RI report
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### Training Programme and the CIPFA Knowledge & Skills Framework (2018/19)

Topic	Related CIPFA Knowledge & Skills Framework areas:	Timing
<b>Fund Governance and Assurance</b>	Legislative & Governance, Auditing & Accounting Standards, Procurement & Relationship Management	June committee meeting (through committee paper on responsibilities and new member training);
<b>Manager selection and monitoring</b>	Investment Performance & Risk Management	Ongoing by Panel in quarterly monitoring of manager performance Annual report to Committee by Investment Consultant (June Committee meeting) Annual Risk Management Framework Report
<b>Asset Allocation</b>	Investment Performance & Risk Management, Financial Markets & Products	On-going through monitoring of strategy, Workshops on investing in different assets, strategic allocation
<b>Actuarial valuation and practices</b>	Actuarial Methods, Standards and Practices	Funding update reports quarterly to Committee 2018 interim valuation workshop