

# Wiltshire Pension Fund Committee & Board Member Training Plan

**2023 - 2024**

## PENSION FUND COMMITTEE

Period	Actual Meeting Date	CIPFA Framework category	Proposed training item	By whom	Meeting Focus
Newly inducted members will receive a Member Handbook, Induction training from Officers, attend the LGPS Fundamentals training course & be required to complete the Pension Regulator's on-line toolkit					
All members, in addition to the organised training set out below will be invited to attend additional internal training events, plus external conferences, seminars & pension forums to supplement & maintain their knowledge & understanding. Technical notes will also be circulated as required.					
Q1 2023	02/03/23	Investment Performance	Investment Manager updates	Officers	Investment Board members to be invited
Q1 2023	23/03/23	Administration	KPI Improvement Plan	Officers	Administration Board members to be invited
Q2 2023	15/06/23	Accounting & Audit	Cost Transparency	Officers	Investment Board members to be invited
Q2 2023	13/07/23	Governance	Roles and responsibilities of each group at differing points during the annual life cycle of the Fund. To include guidance on advisors, scheme of delegation & policies and documents	Officers	Administration Board members to be invited
Q3 2023	14/09/23	Financial Markets and Products Knowledge	Risk and return characteristic of the main asset classes, the work of financial markets and available investment vehicles and the importance of the Fund's ISS and investment strategy decisions	Officers	Investment Board members to be invited
Q3 2023	05/10/23	Actuarial method	The Actuary, the formal valuation process (including the FSS and inter-valuation modelling) and the treatment of new and ceasing employers (including employer covenants)	Hymans	Administration Board members to be invited

MiFID II self certification Annual self-assessment review					
Q4 2023	23/11/23	Financial Markets and Products Knowledge	The Investment Governance framework	Officers	Investment Board members to be invited
Q4 2023	14/12/23	Administration	Pensions Dashboard	Officers	Administration Board members to be invited
Q1 2024	29/02/24	Accounting & Audit	Treasury Management arrangements	Officers	Investment Board members to be invited
Q1 2024	28/03/24	Administration	Complaints, Dispute & Disclosure requirements	Officers	Administration Board members to be invited
LOCAL PENSION BOARD					
Period	Actual Meeting Date	CIPFA Framework category	Proposed training item	By whom	Comments
Q2 2023	24/05/23	Administration	The annual administration lifecycle	Officers	Committee members to be invited
Q3 2023	10/08/23	Accounting & Audit	Accounting & Auditing Standards and the role of the internal and external auditor	Officers	Committee members to be invited
Annual self-assessment review					
Q4 2023	01/11/23	Administration	The background, approach & remedy to "McCloud"	Officers	Committee members to be invited
Q1 2024	13/02/24	Procurement & Relationship Mgt	The Public Procurement requirement and how performance of suppliers can be monitored	Officers	Committee members to be invited
Q2 2024	To be confirmed	Administration	Pension Scams	Officers	Committee members to be invited