

APPENDIX I

Wiltshire Pension Fund training strategy 2018 to 2021

Committee						
Period	Actual Meeting Date	TPR toolkit evaluation	CIPFA Framework category	Proposed training item	By whom	Comments
Hymans Knowledge & Effectiveness review						
Q4 2018	12/12/2018	CORE	Actuarial Method	Valuation training	Hymans	Board members to be invited
Q1 2019	14/03/2019	CORE	Governance	Business plan 2019	Officers	
Q2 2019	18/07/2019	ESSENTIAL	Accounting & Audit	Statutory Annual Accounting & Reporting standards	Officers	
Q3 2019	26/09/2019	CORE	Legislation	Code of Practice 14 requirements	The Regulator	
Q4 2019	To be confirmed	CORE	Actuarial Method	Valuation results	Hymans	Board members to be invited
Annual self-assessment review						
Members to complete TPR toolkit						
Q4 2019	17/12/2019	CORE	Investment performance & Risk	Performance management monitoring	Officers	Board members to be invited
Q1 2020	26/03/2020	CORE	Financial Markets & Products	Fund ESG policy	Officers	Board members to be invited
Q2 2020	To be confirmed	ESSENTIAL	Accounting & Audit	Internal & External audit process	Officers	
Q3 2020	To be confirmed	CORE	Actuarial Method	Employer Covenants	Officers	

Annual self-assessment review						
Q4 2020	To be confirmed	CORE	Legislation	Legal framework - External bodies, scrutiny framework & Statutory obligations	Hymans	Board members to be invited
Q1 2021	To be confirmed	ESSENTIAL	Administration	Complaints, Dispute & Disclosure requirements	Officers	Board members invited
Q2 2021	To be confirmed	ESSENTIAL	Procurement & Relationship Mgt	Administration Authority & the Fund	Officers	Board members invited
Local Government Elections - May 2021 - Appointment of new Councillors						
Q3 2021	To be confirmed	CORE	Governance	Discretionary powers	Officers	
Annual self-assessment review						
Q4 2021	To be confirmed	CORE	Actuarial Method	Valuation training	Hymans	Board members to be invited

Board						
Period	Actual Meeting Date	TPR toolkit evaluation	CIPFA Framework category	Proposed training item	By whom	Comments
Hymans Knowledge & Effectiveness review						
Q4 2018	11/10/2018	ESSENTIAL	Procurement & Relationship Mgt	Fund Procurement Process	Officers	Committee members invited
Q1 2019	24/01/2019	ESSENTIAL	Administration	Software - MSS & i-Connect covering contribution & disclosure	Officers	

Q2 2019	23/05/2019	ESSENTIAL	Accounting & Audit	Statutory Annual Accounting & Reporting standards	Officers	
Q3 2019	22/08/2019	CORE	Governance	Pension Administration strategy document 2019	Officers	Committee members to be invited
Annual self-assessment review						
Members to complete TPR toolkit						
Q4 2019	14/11/2019	ESSENTIAL	Administration	Record keeping & Data Improvement - Including GMP Rectification	Officers	Committee members to be invited
Q1 2020	13/02/2020	ESSENTIAL	Administration	AVC Performance management	Officers	
Q2 2020	To be confirmed	ESSENTIAL	Accounting & Audit	Internal & External audit process	Officers	
Q3 2020	To be confirmed	CORE	Governance	Documentation management	Officers	
Annual self-assessment review						
Q4 2020	To be confirmed	ESSENTIAL	Administration	The Benefit structure	Officers	
Q1 2021	To be confirmed	CORE	Governance	GDPR update	Officers	
Q2 2021	To be confirmed	ESSENTIAL	Procurement & Relationship Mgt	Measuring service provider performance	Officers	
Annual self-assessment review						
Q3 2021	To be confirmed	ESSENTIAL	Accounting & Audit	Assurance & Insurance cover relating to the Fund	Officers	

Annual self-assessment review						
Q4 2021	To be confirmed	ESSENTIAL	Administration	Pensions taxation & overseas benefit payments	Officers	Committee members to be invited

Investment sub-Committee						
Period	Actual Meeting Date	TPR toolkit evaluation	CIPFA Framework category	Proposed training item	By whom	Comments
Q1 2019	21/02/2019	CORE	Financial Markets & Products	Manager Presentations	Managers	
Q2 2019	05/06/2019	CORE	Financial Markets & Products	Manager Presentations & BPP update	Managers & Officers	Board members to be invited. Will include AVC annual performance review
Q3 2019	05/09/2019	CORE	Financial Markets & Products & Governance	Manager Presentations, MiFID II compliance & Investment Regulations	Managers & Officers	
MiFID II certification						
Q4 2019	28/11/2019	CORE	Financial Markets & Products	Manager Presentations	Managers	
Q1 2020	27/02/2020	CORE	Financial Markets & Products	Manager Presentations	Managers	

Q2 2020	To be confirmed	CORE	Financial Markets & Products	Manager Presentations, BPP update	Managers & Officers	Board members to be invited. Will include AVC annual performance review
Q3 2020	To be confirmed	CORE	Financial Markets & Products & Governance	Manager Presentations & Myners Principles	Managers & Independent Advisor	
MiFID II certification						
Q4 2020	To be confirmed	CORE	Financial Markets & Products	Manager Presentations	Managers	
Q1 2021	To be confirmed	CORE	Financial Markets & Products	Manager Presentations	Managers	
Q2 2021	To be confirmed	CORE	Financial Markets & Products	Manager Presentations, BPP update	Managers & Officers	Board members to be invited. Will include AVC annual performance review
MiFID II certification						
Q3 2021	To be confirmed	CORE	Financial Markets & Products & Investment performance & Risk	Manager Presentations & Performance management monitoring	Managers & BPP	Board members to be invited
MiFID II certification						
Q4 2021	To be confirmed	CORE	Financial Markets & Products	Manager Presentations	Managers	