

The Local Government Pensions Committee
Secretary: Jeff Houston

CIRCULAR

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No. 281 – MAY 2014

1) LGPS “TRUSTEE” TRAINING “FUNDAMENTALS XIII”

2) ANNUAL LGPS TRUSTEES’ CONFERENCE

3) EMPLOYER TRAINING – AUTO-ENROLMENT & THE LGPS

Purpose of this circular:

1. This Circular has been issued predominantly to advertise our forthcoming LGPS Trustees’ training programme “Fundamentals” but also as a reminder about this year’s annual trustee conference and a number of regional workshops for employers, all organised by the Local Government Pensions Committee (LGPC).

1) LGPS “TRUSTEE” TRAINING “FUNDAMENTALS XIII”

Background

2. Fundamentals is an A-Z bespoke Local Government Pension Scheme training course predominantly aimed at elected members serving on pension committees/panels, and has been attended by over 1030 delegates since 2002. The 2014 event incorporates all legislative changes made to the LGPS since last year’s event and all sections are refreshed to keep them up-to-date, relevant and interesting. Bearing in mind 1 April 2014 saw the introduction of a new “CARE” scheme, there are some significant changes to parts of the course material.

3. Despite these revisions, the aim of the LGPC remains unaltered; that is to deliver a single training course covering all aspects of the Scheme, including both “Benefits” and “Fund” administration, as well as “Investments”, so that attendees can
- demonstrate compliance with the first of the six CIPFA principles referred to in the Local Government Pension Scheme Regulations (and therefore being a statutory requirement);
 - receive educational material in line with CIPFA’s Pensions Knowledge and Skills Framework (KSF) for elected representatives and non-executives; and
 - adhere to those principles set out in the Pensions Act 2004 et seq that relate to the knowledge and understanding requirements that apply to trustees of occupational pension schemes.

Details of Fundamentals XIII 2014

4. The fundamentals course is run on an annual basis, and provides an insight into LGPS “trusteeship” for newly elected Committee members whilst also serving as an update/refresher course for longer-serving members. The course is of three days duration, spread over a number of months.

5. Fundamentals XIII 2014 will be delivered at three locations around the United Kingdom as follows:

Leeds	Day 1	14 October
	Day 2	11 November
	Day 3	02 December

Cardiff	Day 1	21 October
	Day 2	18 November
	Day 3	09 December

London	Day 1	28 October
	Day 2	25 November
	Day 3	16 December

6. The outline programme for the course is attached at Appendix A, although some flexibility on the course content is built in to include any major developments in the world of local government pensions between now and the time the courses run.
7. Fundamentals XIII 2014 is designed as a 3-day course, with identical material being delivered at each location. It is therefore possible to attend the course by visiting different locations should delegates’ diaries not allow attendance on all three days at a particular location.

Certificate of Attendance

- Attendees at all three sessions will receive an attendance certificate signed on behalf of the Local Government Pensions Committee. It is believed that attendance at all three days of the course will satisfy at least the minimum of training required to satisfy the first of the six CIPFA principles and also chime with CIPFA's Knowledge and Skills Framework.

Cost and booking

- The delegate rate for each session, inclusive of lunch, refreshments and all delegate materials is £230 plus VAT at the standard rate, making the cost of the three-day course £690 plus VAT.
- Early booking is highly recommended as places are limited. Bookings are made via the on-line events booking facility at <http://www.local.gov.uk/web/lgaworkforcepensions/training-and-events> which is part of the Local Government Association website. Please be sure to note our cancellation policy contained in our Terms and Conditions which you will be asked to confirm you have read when completing your booking details on the booking events page. You will also need full delegate details to hand including the address to which the invoice for payment is to be sent.
- If the session at your preferred location is full and you do not wish to book on one at an alternative location, you are advised to enter your name on the reserves' list at your preferred location. It is important to do so as, not only will you have a priority warning should any cancellations occur, but it also enables the LGPC to judge demand for future events or, on occasion, increase available delegate places.
- If you experience any difficulties in using the on-line website booking facility, please contact Elaine English, LGPS Executive Officer, by email elaine.english@local.gov.uk

2) ANNUAL LGPS TRUSTEES' CONFERENCE

- This is a reminder that the 11th Annual Conference (themed "Winning the game") is being held at the Marriott Highcliff Hotel in Bournemouth. The conference programme has its popular lunchtime-to-lunchtime format commencing on Thursday 19th and concluding on Friday 20th June 2014.
- Confirmed speakers include Sir Merrick Cockell, Chairman, Local Government Association; Deborah Gilshan, Corporate Governance Counsel, RPMI Railpen; David Murphy, Chief Executive and Secretary, N.I.L.G.O.S.C.; Kieran Quinn, Chair, Greater Manchester Pension Fund; Joanne Segars, Chief Executive, National Association of Pension Funds; and Linda Selman, Head of LGPS Investments, Hymans Robertson
- A wide range of topics being covered include LGPS Governance, Collective Investment Vehicles, Responsible stewardship, Diversified Growth Funds, the Pensions Bill 2014, local and global investing.

16. Full details of the conference are shown in the conference flyer at:
<http://www.local.gov.uk/documents/10180/12091/workforce-pensions+Conference+Flyer+June+2014.pdf/8ec5ceb0-2962-493c-9dcf-030ac2539218>.

3) EMPLOYER TRAINING – AUTO-ENROLMENT & THE LGPS

17. Last month Circular 279 (see <http://www.local.gov.uk/documents/10180/12091/workforce-pensions+Circular+279.pdf/d66d18b4-03f3-40a4-90b1-217f101b5578>) announced a number of regional workshops including, specifically for small to medium sized employers participating in the LGPS, “Understanding Auto-enrolment and the LGPS”.

18. These are being held as follows:

12 June	Cardiff	Marriott Hotel
17 June	Peterborough	Marriott Hotel
24 June	Birmingham	Jury’s Hotel
26 June	London 1	Local Government House
01 July	Leeds	Marriott Hotel
03 July	Liverpool	Marriott Hotel
08 July	Bristol	Marriott Hotel
10 July	Durham	Marriott Hotel
15 July	London 2	etcVenues, Pimlico
17 July	Exeter	Rougemont [Thistle] Hotel

19. The workshops will concentrate on explaining auto-enrolment duties but also takes the opportunity to look at the employer responsibilities in the new LGPS2014. You are advised to book your spaces as early as possible as places are strictly limited and, due to other commitments, it will not be possible to put on extra events if all places sell out.

ACTIONS FOR ADMINISTERING AUTHORITIES

20. Administering Authorities are urged to bring items 1 and 2 in this Circular to the attention of all Pension Committee/Panel members and those who attend/advise the meetings, sub-committees etc., and item 3 to the attention of all their participating employers who would benefit from attending.

Tim Hazlewood
Pensions Training and Development Manager
7 May 2014

Fundamentals XIII 2014 - Day 1

- 9.30 **Registration and Coffee**
- 9.50 **Introduction to the Programme**
- 10.00 **The Benefits Framework “Past and Present”**
- Brief history of the LGPS and its interaction with State provision
 - The 2014 Scheme – a core scheme plus discretions; a look at the comprehensive benefit structure of the scheme
 - Differences in the (draft) 2015 Scheme in Scotland
 - Administering Authority and Employing Authority Discretions
 - Pensions for Councillors
- 11.00 **Coffee Break**
- 11:15 **The Investment Framework**
- The Management and Investment of Funds Regulations 2009 – the statutory framework for investments
 - CIPFA Principles – a look at the six investment principles
 - Statement of Investment Principles
 - Interaction with the Funding Strategy Statement
 - Governance Compliance Statements
 - Annual Reports and Auditing
- 12:00 **Delivering the Service**
- Partnership Working
 - Framework Agreements
 - Financial Services procurement and relationship management
 - Supplier risk management
 - Performance of support services
- 12.30 **Lunch**
- 1.30 to 4:00 **(Break at 2:45)**
BACK TO BASICS - Traditional Asset Classes
 An explanation of:
- UK Equities, Overseas Equities
 - UK Gilts, UK Index-Linked Gilts
 - Corporate Bonds, Property
- Including a look at:
- Why invest in Fixed Income and Equity Markets?
 - Long Term Investment Performance of Equities and Fixed Income
 - Benchmarks used
 - Cashflows
 - The Bond Market
 - Return / Risk Profiles
- 4.00 **Close**

Fundamentals XIII 2014 - Day 2

- 9:30 **Registration and Coffee**
- 9:45 **Valuations**
- The Purpose of an Actuarial Valuation
 - Assets and Liabilities
 - How do liability calculations work?
 - What assumptions are used?
- Funding Strategy Statements**
- What is the funding strategy?
 - Different Employers – different characteristics and objectives
 - What is the strength of the covenant?
 - Deficit Recovery Periods
- 11:15 **Break**
- 11.30 **Corporate Governance**
- Approach to Corporate Governance
 - Voting, Activism and Engagement
 - Institutional Shareholders Committee principles
 - Socially Responsible Investment
- 12.30 **Lunch**
- 1.30 **Communication Strategies/Policies**
- Policy Statement Requirements
 - LGPS – Valuable part of employment package
 - Purpose and effect – Changes and Choices
 - A look at some good practice initiatives
- 2.00 to 4:00 **(Break at 2:45)**
- BACK TO BASICS 2 – Established Alternative Investments**
- An explanation of:
- Private Equity, Commodities, Hedge Funds, Emerging Markets, Currency Funds, High Yield Bonds and Overlays
- Including a look at:
- The market evolution of Alpha and Beta
 - Private Equity sectors
 - Commodities – what do they cover and why include them in a portfolio?
 - The Hedge Fund universe
 - The background to Emerging markets
 - The value of Currency Funds and Currency Overlays
 - How High Yield Bonds fit into the Bond market
- 4:00 **Close**

Fundamentals XIII 2014 - Day 3

- 9:30 **Registration and Coffee**
- 9:45 **Duties and Responsibilities of Committee Members**
- The LGPS in its legal context
 - General local authority legal issues
 - LGPS specific duties and responsibilities
 - Wider duties and responsibilities
 - What happens when things go wrong?
- 11:15 **Break**
- 11:30 **The Future for the LGPS?**
- LGPS2014 – outstanding issues
 - Cost control mechanism
 - Pension Boards
 - Managing investment fees
- 12:30 **Lunch**
- 1:30 **New governance arrangements**
- The new, evolving requirements
 - Committee vs Board - delegation and representation
 - The governance budget
 - The Pension Regulator's involvement
- 2:15 to 4:00 **(Break at 2:45)**
- BACK TO BASICS 3 - Bringing it all together**
- The Evolution of LGPS Benchmarks
 - Portfolios and Portfolio Construction
 - Portfolio Concepts
 - Combining Assets in your Portfolio
 - Risks and Efficient Frontiers
 - Standard Deviation
 - Correlation
 - Diversification
- 3:55 **Course Review and Further Information**
- 4:00 **Close**

Distribution sheet

Local authorities who have registered for notification of Circulars
Pension managers (internal) of administering authorities
Pension managers (outsourced) and administering authority client managers
Officer advisory group
Local Government Pensions Committee
Trade unions
DCLG
COSLA
SPPA
Regional Directors
Private clients
Website

Visit the LGA's website at: <http://www.local.gov.uk>

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