Foreword

When the requirement to publish an annual report was introduced into the Local Government Pension Scheme (LGPS) Regulations in 2013 it represented a major change. All LGPS funds now produce an annual report, promoting awareness of the scheme and providing members and stakeholders with relevant information in an accessible and consistent manner.

A great deal has changed since the last edition of this guidance was published in 2014. Asset pools, new legislation on investing, governance and benefits, and changes to year-end financial reporting have all brought new challenges for practitioners and there is a continued focus on funding levels and investment management costs.

This guidance is published in order to assist practitioners in meeting the requirements of the current regulatory framework, and to support the LGPS Advisory Board in the production of a scheme-wide annual report for England and Wales. Changes to the guidance since 2014 reflect national developments in terms of the following:

- New governance arrangements introduced by the Public Service Pensions Act 2013.
- CIPFA's working group on pension fund administration.
- Post Pool Reporting Guidance (for England and Wales).

Peter Moore,
Chair of CIPFA Pensions Panel

Contents

CHAPTER 1:	BACKGROUND AND STATUS	1
ВА	CKGROUND	1
ST	ATUS	2
ST	ATUTORY REQUIREMENTS	3
CHAPTER 2:	PUBLICATION OF ANNUAL REPORTS	5
MANNER OF PUBLICATION		
TIN	MING OF PUBLICATION	5
AU	THORISATION	5
CHAPTER 3:	THE GUIDANCE	7
IN	TRODUCTION	7
A:	OVERALL FUND MANAGEMENT	7
B:	FINANCIAL PERFORMANCE	9
C:	INVESTMENT POLICY AND PERFORMANCE REPORT	10
D:	SCHEME ADMINISTRATION	10
E:	ACTUARIAL REPORT ON FUNDS	13
F:	GOVERNANCE	13
G:	FUND ACCOUNT, NET ASSETS STATEMENT AND NOTES	15
H:	ASSET POOLS (ENGLAND AND WALES)	15
I:	PENSIONS ADMINISTRATION STRATEGY REPORT	
J:	FUNDING STRATEGY STATEMENT	
K:	INVESTMENT STRATEGY STATEMENT (ENGLAND AND WALES) OR STATEMENT OF INVESTMEN	
	PRINCIPLES (SCOTLAND)	
L:	COMMUNICATIONS POLICY STATEMENT	
M:	EXTERNAL AUDIT OPINION	
N:	OTHER MATERIAL	24
ANNEX 1: ANNUAL REPORT CHECKLIST		.27
ANNEX 2: SCHEME ADMINISTRATION		.37
ANNEX 3: POST POOL REPORTING		.41
EDECHENTLY ASKED CHESTIONS		4.2