Pension planning

At the end of this unit, candidates should be able to:

Evaluate the needs of complex clients and recommend appropriate solutions based upon detailed understanding and analysis of the:

1. HM Revenue & Customs tax regime for pensions;
2. Legal framework of pensions;
3. Features and risks of defined contributions and defined benefit pension schemes;
4. State retirement benefits;
5. Choices facing early leavers, transfer value analysis and transfer advice;
6. Various options for drawing income – their features, tax treatment and risks;
7. Different needs and solutions available to personal and corporate clients.

Entry guidance

It is assumed that the candidate already has the knowledge gained from a study of units R04 Pensions and retirement planning, J05 Pension income options or equivalent. This unit is deemed appropriate for undertaking the activity of a pension transfer specialist by the FCA.

Important notes

- **This syllabus will be examined in the October 2013 and April 2014 sessions. Candidates will be examined on the basis of English law and practice in the tax year 2013/2014 unless otherwise stated.**
- **The general rule is that the exams are based on the English legislative position three months before the date of the exams.**
- **Candidates should refer to the CII website for the latest information on changes to law and practice and when they will be examined:**

  1) Visit www.cii.co.uk/qualifications

  2) Select the appropriate qualification

  3) Select your unit on the right hand side of the page

Published April 2013

Reading list

The following list provides details of various publications which may assist with your studies.

These will help candidates keep up-to-date with developments and will provide a wider coverage of syllabus topics.

Note: The examination will test the syllabus alone.

The reading list is provided for guidance only and is not in itself the subject of the examination.

CII/Personal Finance Society members can borrow most of the additional study materials below from Knowledge Services.

CII study texts can be consulted from within the library. For further information on the lending service, please go to www.cii.co.uk/knowledge.

CII study texts

Pensions and retirement planning. London: CII. Study text R04*.

Pension income options. London: CII. Study text J05*.

*included as electronic resources within AF3 RevisionMate (www.revisionmate.com).

Pension planning. London: CII. Case study workbook AF3.

Additional reading

Additional reading materials are available through the library or on the Knowledge Services website.

New materials are added frequently – for information about new books and articles in your area of interest, please visit www.cii.co.uk/knowledge or email knowledge@cii.co.uk.

Books

Life assurance and pensions handbook. Chris Marshall. London. Taxbriefs. Annual.

Pensions and retirement planning. Edited by Rob Gaines. London: Taxbriefs. Annual.

Pensions law handbook. 10th ed. Pensions Department of Nabarro Nathanson. Haywards Heath, West Sussex: Tottel, 2011.

Factfiles

The tax treatment of pension schemes. Roger Self. London: CII Knowledge Services.

State retirement pensions. Roger Self. London: CII Knowledge Services.

Stakeholder pension schemes. Roger Self. London: CII Knowledge Services.

CII factfiles are updated as necessary. Available online via www.cii.co.uk/knowledge (CII/Personal Finance Society members only).

Further articles and technical bulletins are available at www.cii.co.uk/knowledge (CII and Personal Finance Society members only).

Journals and magazines

Financial adviser. London: FT Finance. Weekly. Also available online at www.ftadviser.com.

Financial solutions. London: Personal Finance Society. Six issues a year. Also available online via www.cii.co.uk/knowledge (CII/Personal Finance Society members only).

Money management. London: FT Finance. Monthly.

Money marketing. London: Centaur Communications. Weekly. Also available online at www.moneymarketing.co.uk.

Pensions age. London: Perspective. Monthly.

Pensions week. London: FT Finance. Weekly.

Pensions insight. Newsquest Specialist Media. Monthly.

Professional pensions. London: Incisive Media. Weekly. Also available online at www.professionalpensions.com.

Reference materials

Lamont's glossary: the definitive plain English money and investment dictionary. Barclay W Lamont. 10th ed. London: Taxbriefs, 2009. Also available online at www.cii.co.uk/knowledge (CII/Personal Finance Society members only).

CCH Pensions Factbook. Kingston upon Thames: CCH. Looseleaf, updated.

Butterworths pensions legislation service. London: LexisNexis UK. Looseleaf, updated.

Pensions: law and practice with precedents. London: Sweet & Maxwell. Looseleaf, updated.

The professional adviser's factfile. Taxbriefs. London: Taxbriefs. Looseleaf.

Tolley's guide to pensions tax simplification. Alec Ure. London: LexisNexis Tolley, 2006.

Sweet & Maxwell's law of pension schemes. Nigel Inglis Jones. London: Sweet & Maxwell. Looseleaf, updated.

Tolley's guide to pensions taxation terminology. Alec Ure. London, LexisNexis Tolley, 2011.

Tolley's guide to qualifying recognised overseas pension schemes. 2nd ed. Alec Ure. London, LexisNexis Tolley, 2011.

Tolley's guide to disclosure of tax avoidance schemes and pension schemes. Alex Ure. London, LexisNexis Tolley, 2010.

Pensions pocket book. London: Economic and Financial Publishing Ltd in association with Hewitt Associates. Annual.

Examination guides

Guides are produced for each sitting of written answer examinations. These include the exam questions, examiners' comments on candidates' performance and key points for inclusion in answers.

You are strongly advised to study guides for the last two sittings. Please visit www.cii.co.uk to buy online or contact CII Customer Service for further information on +44 (0)20 8989 8464.

Older examination guides are available (for members only) via www.cii.co.uk/knowledge.

Exam technique/study skills

There are many modestly priced guides available in bookshops. You should choose one which suits your requirements.

Published April 2013