

Report to: **Pension Committee**

Date: **8 June 2020**

By: **Chief Financial Officer**

Title of report: **Draft Training Strategy and Delivery Planning**

Purpose of report: **To outline the draft Training Strategy and planning for the East Sussex Pension Fund**

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**RECOMMENDATION – The Committee is recommended to:**

- 1) agree the draft Training Strategy as set out in appendix 1; and**
  - 2) Review and endorse the deliverables and timetables of the Training Plan.**
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## **1. Background**

1.1 In February 2019 the Scheme Advisory Board (SAB) commissioned Hymans Robertson to consider options for enhancing Local Government Pension Scheme (LGPS) governance arrangements to ensure that the Scheme is ready for the challenges ahead and at the same time retains local democratic accountability. Following extensive consultation and engagement with the LGPS community the SAB published 2 reports. The following recommendations from the second report relate directly to the attainment of knowledge and skills.

1.2 These recommendations extend the principle that:

- Key individuals within the LGPS, including LGPS officers and Pension Committee members, have the appropriate level of knowledge and understanding to carry out their duties effectively.
- A requirement for Section151 officers to carry out LGPS relevant training as part of their Continuing Professional Development (CPD) requirements to ensure good levels of knowledge and understanding.
- Administering authorities must publish a policy setting out their approach to the delivery, assessment and recording of training plans to meet these requirements.
- Relevant professional bodies to produce appropriate guidance and training modules for Section151 officers and to consider including LGPS training within their training qualification syllabus.

1.3 The findings of the Good Governance Review have yet to be formally adopted in statutory form, however, the draft Training Strategy recognises the principles behind the recommendations and seeks to embed them into the culture of the East Sussex Pension Fund (ESPF). A copy of the draft Training Strategy is contained in appendix 1 of the report.

## **2. Supporting Information**

2.1 The Fund will aim for full compliance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Knowledge and Skills Framework (KSF) and the Pension Regulator Code of Practice to meet the skills set within that Framework. Attention will also be given to any guidance issued by the Scheme Advisory board (SAB), the Pensions Regulator and the Secretary of State.

2.2 The implementation of this draft Strategy and the delivery of the accompanying Training Plan will be the delegated responsibility of the Head of Pensions. However, each individual with a

requirement to attain knowledge and skills under this Strategy has a personal responsibility to ensure they meet the required standards and is required to fully engage with the process.

2.3 This draft Strategy (**Appendix 1**) sets out the training requirements for the diverse role profiles and stakeholders working in and across the pension fund set out in the Appendix A to Appendix H of the draft Strategy.

- Appendix A The role of the Pension Committee Chair
- Appendix B The role of the Pension Committee member
- Appendix C The role of the Pension Board Chair
- Appendix D The role of the Pension Board Vice Chair
- Appendix E The role of the Scheme Member Representative
- Appendix F The role of the Employer representative
- Appendix G Decision Making Governance Matrix
- Appendix H East Sussex Pension Fund example Training Plan

2.4 The Pension Committee and Pension Board members, and officers covered by this Strategy will undergo a Training Needs Assessment (TNA), either following the adoption of this Strategy or upon commencing their role. The TNA will be used to identify areas of potential strength and weakness and will form of part of developing the Fund's Training Plan.

2.5 Specific TNA's on particular subjects will also be carried out as and when required by the Training Officer and will be used to inform subsequent training requirements.

### **3. Next Steps**

3.1 The Pension Board considered the draft Training Strategy on 8 June and agreed to endorse it, subject to the decision making matrix being simplified and separate training plans for the Board and Committee included.

3.2 The Head of Pensions will continue to meet to oversee the delivery of deliverables in the Training Strategy from June to September 2020 and which will further require the completion of the training needs assessment and development of individual learning plans for all members of the Pension Committee and Pension Board.

3.3 The annual training schedule for the Pension Committee and Board will be developed from June to September 2020.

3.4 The final timetable that is proposed for agreement of the training plans and schedules are:

- Pension Board 7<sup>th</sup> September 2020
- Pension Committee 21<sup>nd</sup> September 2020

### **4. Conclusion and reason for recommendations**

4.1 The Pension Committee is recommended to agree the draft Training Strategy and to review and endorse the deliverables and timetables of the Training Plan.

**IAN GUTSELL**  
**Chief Finance Officer**

Contact Officer:  
Tel. No.  
Email:

Michelle King, Interim Head of Pensions  
01273 482017  
[Michelle.King@eastsussex.gov.uk](mailto:Michelle.King@eastsussex.gov.uk)