

Report to: **Pension Board**

Date: **7 September 2020**

By: **Chief Financial Officer**

Title of report: **Annual Training Plan and Training Strategy**

Purpose of report: **Annual Training Plan & Training Strategy for the East Sussex Pension Fund**

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

- 1. Note the Training Strategy; and**
  - 2. Note the issues regarding the delay in the production of the Annual Training Plan.**
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**1. Background**

1.1 In June 2020, the Pension Committee resolved to put in place a comprehensive training strategy and programme to support its efforts in embedding good governance and continuous improvement. The Pension Committee agreed a programme of action with Hymans Robertson to ensure that key individuals within the governance and management of the Fund have the appropriate level of knowledge and understanding to carry out their duties effectively.

1.2 It is a requirement of Administering Authorities to publish a Training Strategy and maintain an approach to the delivery, assessment and recording of training plans to meet the requirements of the Scheme Advisory Board.

1.3 The findings of the Good Governance Review continue to be adopted by the Pension Committee and the Training Strategy (Appendix 1) seeks to progressively embed good governance into the culture of the East Sussex Pension Fund.

**2. Supporting Information**

2.1 It was agreed at the meeting of the Pension Committee in June 2020 that each individual with a requirement to attain knowledge and skills under this Training Strategy has to ensure completion of a Training Needs Assessment (TNA), either following the adoption of this Strategy or upon commencing their role, whichever is later. The TNA will be used to identify areas of potential strength and weakness and will form part of developing the Fund's training plan.

2.2 It was further agreed that 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.

2.3 It was expected that the individual Training Plans would be ready for review by the Pension Committee in September 2020. However, this will not be possible due to the low number of returns.

2.4 In order to ensure the development of the Annual Training Plan, it is requested that members of the Pension Board complete their Training Needs Assessment by the end of September 2020.

### **3. Next Steps**

3.1 The Pension Board members who have not completed a training needs analysis are requested to do so to enable the development of individual learning plans and the annual training schedule.

### **4. Conclusions and recommendations**

4.1 The Pension Board is requested to note the delay in production of the Annual Training Plan and ensure that all members of the Pension Board complete their TNA by the end of September 2020

**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)