

Report to West Sussex Fire & Rescue Service Local Pension Board

3 April 2023

Knowledge Assessment

Report by Chief Fire Officer (Scheme Manager)

Summary

This report provides a high-level overview of the assessment of training required within the next twelve months, following the completion of the Knowledge Assessment form.

Recommendations *(not applicable to scrutiny committees – delete if not applicable)*

- (1) The update is noted.
 - (2) Members of the Board provide an update on training completed including the Pensions Regulator modules.
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Proposal

1 Background and context

- 1.1 The purpose of the Board is to assist West Sussex Fire and Rescue Authority in its role as a scheme manager of the Fire Fighters' Pension Scheme including monitoring training needs. It is appropriate to therefore establish and maintain policies and arrangements for acquiring and retaining knowledge and understanding to support the Scheme Manager.
- 1.2 The Pensions Board's risk register recognises the need to maintain a level of expertise and support the ongoing development of Pension Advisory Board to ensure it complies with guidance.
- 1.3 The Scheme Manager and Pension Board members' have a responsibility to ensure that they have the appropriate degree of knowledge and understanding to enable them to properly exercise their function as a member of the Board.

2 Update

2.1 At their meeting on 26 September 2022 several recommendations were made to all Pension Board members. Progress against these have been shown below:

Recommendation	Status
Attend the Local Government Association (LGA) Local Pension Board training at the end of March 2023 meeting.	This has now been scheduled for 14 June 2023.
Complete or refresh knowledge of the modules within Pension Regulator's Public Sector toolkit.	<p>A link and instructions circulated on 9 September 2022 in relation to the relevant modules:</p> <ol style="list-style-type: none"> 1. Conflicts of Interests; 2. Managing Risk and Internal Controls; 3. Maintaining Accurate Member Data; 4. Maintaining Member Contributions; 5. Providing Information to Members and Others; 6. Resolving Internal Disputes; 7. Reporting Breaches of the Law. 8. Pension Scams <p>Members of the Board should provide an update on their progress.</p>
Attend the Category training sessions which will be at the end of each Board meeting as follows December 2022 – Pensions Legislation and Governance, , June 2023 – Pensions Administration September 2023 - Risk Management and Controls	Arrangements for Pension Legislation and Governance to be confirmed and other sessions not yet due
Complete the Knowledge Assessment form in January 2023 to review any improvement in knowledge.	It is recommended that this is moved to allow training to be undertaken.
Refresh knowledge of responsibilities of Board members, as set out within the Training Strategy.	Strategy circulated on 9 September 2022 and as part of the 26 September 2022 agenda.
Review the reference sources and documents within the Training Strategy.	Strategy circulated on 9 September 2022 and as part of subsequent meetings. Reference sources included as Appendix 1.

2 Consultation, engagement and advice

N/A

3 Finance

N/A

4 Risk implications and mitigations

See Background

5 Policy alignment and compliance

N/A

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Appendices

Appendix A: Reference sources and documents within the Training Strategy.

Background papers

N/A