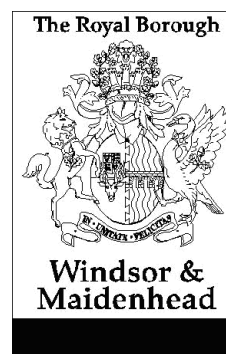


Report for: ACTION
Item Number: 6



<b>Contains Confidential or Exempt Information</b>	NO - Part I
<b>Title</b>	Member Training
<b>Responsible Officer(s)</b>	Nick Greenwood
<b>Contact officer, job title and phone number</b>	Kevin Taylor Deputy Pension Fund Manager 01628 796715
<b>Member reporting</b>	n/a
<b>For Consideration By</b>	Berkshire Pension Fund and Pension Fund Advisory Panels
<b>Date to be Considered</b>	26 October 2015
<b>Implementation Date if Not Called In</b>	n/a
<b>Affected Wards</b>	None
<b>Keywords/Index</b>	<i>Insert relevant key words</i>

### Report Summary

1. This report follows on from a paper presented to Panel on 13 July 2015 concerning the requirements set out in the Public Service Pensions Act 2013 and associated LGPS regulations for 'trustees' to have the appropriate knowledge and skills required to fulfil the role of Scheme Manager
2. That paper recommended that Members commit to attending a training session on the governance and administration of the LGPS (in addition to completing the Pension Regulator's TKU (Training Knowledge and Understanding) toolkit) and Members requested that an agenda be circulated for their consideration.
3. This paper sets out that agenda.

### If recommendations are adopted, how will residents, fund members and other stakeholders benefit?

Benefits to residents, fund members and other stakeholders and reasons why they will benefit	Dates by which they can expect to notice a difference
Efficient management of the Pension Fund enhances the reputation of the Royal Borough as the administering authority for the Fund.	On-going

## **1. Details of Recommendations**

**RECOMMENDATION:** That Panel considers the training agenda at annex 1 to this paper and Members agree a mutually agreeable date to attend a training session.

## **2. Reason for Recommendation(s) and Options Considered**

The regulations surrounding the governance and administration of the LGPS (as opposed to the investment regulations) have changed significantly in recent months.

The Pensions Act 2004 introduced a minimum level of knowledge and understanding required by Trustees of Private Sector Pension Schemes and the Public Sector Pensions Act 2013 now places a requirement on 'Trustees' Of Public Service Pension Schemes, such as the LGPS, to meet certain levels of knowledge and understanding. In addition to The Pensions Regulator's on-line toolkit further training and guidance on governance and administration issues should be considered.

## **3. Key Implications**

Decisions not taken in line with statutory regulation.

## **4. Financial Details**

None

## **5. Legal Implications**

Without the appropriate knowledge and understanding of scheme regulations the administering could be open to challenge from the Pensions Regulator and other stakeholders.

## **6. Value For Money**

Not applicable

## **7. Sustainability Impact Appraisal**

Not applicable

## **8. Risk Management**

Completion of the training will mitigate the risk of challenge form scheme stakeholders and the Pensions Regulator.

## **9. Links to Strategic Objectives**

Not applicable

## **10. Equalities, Human Rights and Community Cohesion**

Not applicable

**11. Staffing/Workforce and Accommodation implications:**

None

**12. Property and Assets**

None

**13. Any other implications:**

None

**14. Consultation**

Not applicable

**15. Timetable for Implementation**

Subject to Member availability

**16. Appendices**

None

**17. Background Information**

Public Service Pensions Act 2013  
Local Government Pension Scheme Regulations 2013 (as amended) and associated  
legislation

## **Annex 1**

### **BERKSHIRE PENSION FUND PANEL & ADVISORY PANEL**

#### **Member Governance and Administration training**

#### **Agenda**

1. Legislative Framework
2. Governance Structure
  - a. Nationally
  - b. Locally
3. The Pensions Regulator
4. Overview of the LGPS
  - a. What the Scheme offers
  - b. Benefit structure
  - c. Contributions
  - d. A Funded Scheme
  - e. Retirement options
5. Scheme Employer policies
6. HMRC
7. Pension administration
  - a. Record keeping
  - b. Communications
8. Dealing with Disputes
9. Administering Authority Decisions
10. Any other questions?