

## Mandatory Training

### CIPFA Knowledge and Skills Framework

To enable you to meet the CIPFA knowledge and Skills requirements you will need to complete **either** of the two following resources (both Hymans and the organisers of the LGE Fundamentals course have ensured that these training provisions meet the CIPFA knowledge and skills requirements):

### Hymans On-line training Facility

We provide an online training programme which is delivered by Hymans. It gives you the flexibility to complete training whenever it is convenient for you. You can access it at any time and complete as much or as little as want; you do not have to complete a whole module at once as your progress will be saved.

The programme is split into 6 modules. The first 5 modules deliver the mandatory CIPFA training. Module 6 is entitled 'Current Issues'. It will deliver training on various hot topics and will be refreshed on an ongoing basis. It will keep you up to date with issues concerning the LGPS as they emerge. **Even if you choose to complete the LGE Fundamentals sessions, the Hymans on-line facility is still a valuable reference tool and we would urge you to make use of it.**

We will be able to check on your progress in completing the modules through regular reports. The data for modules 1 to 5 will be included in periodic reports to Board and Committee and will be added to your training record.

You have been sent login details via email to allow you to access this learning.

### LGA Fundamentals Course

The LGA run an annual training course run over 3 days which provides a scheme overview and covers current issues in relation to administration, investment and governance of the LGPS. Attending all three days will allow you to meet the relevant requirements for knowledge, skills and understanding either required in statute or encouraged by relevant guidance. Each day has a different theme and will include sessions delivered by experts in their field.

The dates for this year's sessions and links to the agendas have been emailed to Board and Committee members and reserve members; there is a choice of attending remotely or in person. If you haven't already done so, please email the Governance and Compliance Manager if you would like to attend and we will make the booking for you.

## Competency Self – Assessment Matrix

The CIPFA Competency Self-Assessment Matrix is a checklist for you to rate your knowledge against the CIPFA knowledge requirements. It will help you and us to identify where there are gaps in your knowledge so that these can be addressed. We will usually ask you to complete this once a year. Your answers will be used to feed into the training plan so that we can tailor training events to specific areas of need. However, this year an alternative method will be used – [The National Knowledge Assessment](#).

## National Knowledge Assessment

In 2020, Hymans designed a National Knowledge assessment following recommendations from the Scheme Advisory Board that LGPS pension committee and board members will need to start evidencing their understanding of and capability in respect of their pension knowledge.

The assessment results from all participating LGPS funds are used to produce a national report containing analysis of the LGPS Pension Committee and Board landscape. Additionally, each Fund receives the following:

- Their own Fund results report
- Individual participant scores
- Benchmarked Fund results against other LGPS funds and tracked against 2020 results
- Benchmarked engagement scores
- Analysis and suggested next steps
- A recommended training plan tailored for your Committee and Board

We will be participating in the 2022 National Knowledge assessment. It takes the form of a set of multiple-choice questions across a range of knowledge areas which takes 15 to 20 minutes for Board and Committee members to complete.

For us to get the maximum benefit from this exercise we need all Board, Committee and Reserve members to participate. You will be sent information on what you need to do in due course.

## Induction Training

An induction session for the Committee took place on 7 June 2022. It was delivered by Hymans and gave you some background information about the LGPS and some specific information about the Croydon Fund.

As and when new Committee or Board members join us, individual induction training will be arranged.

### **Additional Pre-meeting Training**

Officers have arranged some topic- specific training sessions before Board and Committee meetings so that members do not need to attend training on additional days. These are current issues affecting the Fund and Committee and Board members should be informed on these areas.

### **Supplementary Training**

We will be offering you additional supplementary training opportunities during the year. These will be either external sessions with outside providers, sessions delivered by the Fund advisers or guest speakers and presentations from the Fund Investment Managers. Details will be provided on the Fund Training Plan and/or via email.

We would urge members to participate in as many of these opportunities as possible as they will further enhance your knowledge and understanding and will keep you up to date with current developments and issues.

### **General**

A feedback form is provided for you to tell us when you have completed any training opportunities (you do not need to complete one for the Hymans on-line resource). This informs us when you have attended an event and allows you to provide comment on how useful you found it. Please ensure you complete a form for every training opportunity you attend and forward it to the Governance and Compliance Manager for recording in the training records (including any events that you attend that have not been facilitated by us). If you do not provide us with the completed forms, we will not always know that you attended a training session and will therefore not be able to record it on the training log.

If you become aware of a training opportunity that we haven't facilitated please make us aware so that we can publicise it to other members.