

The report is Not Exempt

The report is for Information

REPORT TO: LOCAL PENSION BOARD

MEETING DATE: 22/04/24

SUBJECT: Training Needs Analysis and Training Programme

PURPOSE OF REPORT AND REASON FOR RECOMMENDATION(S):

To enable Local Pension Board Members to consider a future training plan and to make suggestions for suitable training activities and events to the Scheme Manager as they see fit.

EXECUTIVE SUMMARY

The Local Pension Board Forward Work Programme makes provision for a review at each meeting of the training needs of Local Pension Board members to inform a suitable Training Programme. The current training needs analysis document is attached at Appendix 1 for Members' consideration along with the Training Programme at Appendix 2.

RECOMMENDATIONS:

That Local Pension Board Members note the Local Pension Board Training Programme attached at Appendix 2 and consider the Training Needs Analysis set out at Appendix 1 to inform future training events.

REPORT APPROVAL

Clerk / Monitoring Officer:

Comments: Approved

Relevant Director:

Comments: Approved

Section 151 Officer/Treasurer:

Comments: Approved

Chief Fire Officer /
Deputy Chief Fire Officer

Comments: Approved

ACCESS TO INFORMATION LIST OF BACKGROUND PAPERS USED IN THE PREPARATION OF THIS REPORT:

Presenting the Report:

Ian Coleman
Chair of the Local Pension Board

Report Author(s) and Designation

Sarah Tillman
Pensions Officer

Date original report written

02/03/2024

Mae'r Adroddiad Heb ei eithrio

Mae'r Adroddiad ER GWYBODAETH

ADRODDIAD I'R: BWRDD PENSIWN LLEOL

DYDDIAD Y CYFARFOD:
22/04/24

TESTUN: Dadansoddi Anghenion Hyfforddi a Rhaglen Hyfforddi

PURPOSE OF REPORT AND REASON FOR RECOMMENDATION(S):

To enable Local Pension Board Members to consider a future training plan and to make suggestions for suitable training activities and events to the Scheme Manager as they see fit.

PWRPAS YR ADRODDIAD A RHESWM DROS YR ARGYMHELLION:

Galluogi Aelodau'r Bwrdd Pensiwn Lleol i ystyried cynllun hyfforddi yn y dyfodol a gwneud awgrymiadau ar gyfer gweithgareddau a digwyddiadau hyfforddi addas i Reolwr y Cynllun fel y gwelant yn dda.

ARGYMHELLION:

Bod aelodau'r Bwrdd Pensiwn Lleol yn nodi Rhaglen Hyfforddiant y Bwrdd Pensiwn Lleol sydd ynghlwm yn Atodiad 2 ac yn ystyried y Dadansoddiad o Anghenion Hyfforddi a nodir yn Atodiad 1 i hysbysu digwyddiadau hyfforddi yn y dyfodol.

CYMERADWYO'R ADRODDIAD

Clerc:

Sylwadau: Cymeradwyd

Cyfarwyddwr berthnasol:

Sylwadau: Cymeradwyd

Swyddog Adran 151/Trysorydd:

Sylwadau: Cymeradwyd

**Prif Swyddog Tân /
Dirprwy Brif Swyddog Tân**

Sylwadau: Cymeradwyd

PAPURAU CEFNDIR A DDEFNYDDIWDYD WRTH BARATOI'R ADRODDIAD HWN:

Yn cyflwyno'r Adroddiad:

Ian Coleman
Cadeirydd y Bwrdd Pensiwn Lleol

Awdur(on) yr Adroddiad a'u Swyddi

Sarah Tillman
Swyddog Pensiynau

Dyddiad yr ysgrifennwyd yr adroddiad
gwreiddiol

02/03/2024

LOCAL PENSION BOARD
22 APRIL 2024
TRAINING NEEDS ANALYSIS AND TRAINING PROGRAMME

1 Executive Summary

- 1.1 The Local Pension Board Forward Work Programme makes provision for a review at each meeting of the training needs of Local Pension Board members to inform a suitable Training Programme. The current training needs analysis document is attached at Appendix 1 for Members' consideration along with the Training Programme at Appendix 2.

2 National/Wales Position

- 2.1 Each Authority will be responsible for the training needs of Local Pension Board Members.
- 2.2 Whenever possible, joint training events are held with Local Pension Board members from each of the three Fire and Rescue Services within Wales, or training is secured via the Local Government Association.

3 Mid and West Wales Fire and Rescue Service Current Position

- 3.1 A training event is usually programmed in prior to each Local Pension Board meeting. The training is aligned to the Local Government Association Training Needs Analysis document as set out at Appendix 1.
- 3.2 The current Training Programme is set out at Appendix 2. However, this requires review to inform the Training Programme for the next 12 months.
- 3.3 In addition, any Local Pension Board training events advertised by the Local Government Association or other providers will be brought to the attention of Local Pension Board members to consider attendance.
- 3.4 Local Pension Board Members are required to have the relevant experience and knowledge relating to the Firefighter Pension Scheme(s).

4 Proposal

- 4.1 That Local Pension Board members consider the current Local Pension Board Training Needs Analysis and Training Programme as set out in Appendix 1 and advise of any future training that they may require to inform the Training Programme for the next 12 months.

5 Service Commitments, Improvement Objectives and Well-being goals

- 5.1 The Service is committed to ensuring that the key principles of the Wellbeing of Future Generations (Wales) Act 2015 are supported.

6 Financial/Procurement Implications

- 6.1 There is a dedicated budget for the Local Pension Board which includes a provision for training activities.

7 Risk Assessment/Legal and Compliance Implications

- 7.1 A member of the Local Pension Board must be conversant with:
- the legislation and associated guidance of the Firefighters' Pension Scheme(s), and Firefighters' Compensation Scheme;
 - any policies, procedures or decision-making processes about the administration of the Firefighters' Pension Scheme(s) adopted by Mid and West Wales Fire and Rescue Authority.
- 7.2 A member of the Local Pension Board must have knowledge and understanding of the law relating to pensions and any other matters which are prescribed in Regulations.
- 7.3 It is for individual Local Pension Board Members to be satisfied that they have the appropriate degree of knowledge and understanding to enable them to properly exercise their functions as a member of the Local Pension Board.
- 7.4 Local Pension Board Members are required to be able to demonstrate their knowledge and understanding and to refresh and keep their knowledge up to date. Local Pension Board members are therefore required to maintain a written record of relevant training and development.
- 7.5 Local Pension Board Members will undertake a personal training needs analysis and regularly review their skills, competencies and knowledge to identify gaps or weaknesses.

8 Fire Authority Governance Implications

- 8.1 The requirements for knowledge and skills relating to Local Pension Board Members is set out in the Local Pension Board Terms of Reference.

9 Equality and Diversity, including the Socio-economic Duty and Welsh Language Standards implications

- 9.1 All practices are considered compliant. The use of the Welsh Language can be facilitated through simultaneous translation.

10 Data Protection and Privacy Issues

- 10.1 All personal information collected and stored as part of pension scheme administration is processed in accordance with the Authority's Data Protection Procedures.

11 Consultation and Communication

- 11.1 Considered, but not deemed relevant to the report.

12 Prevention, Protection and Response Implications

- 12.1 Considered, but not deemed relevant to the report.

13 Human Resources and People Development Implications

- 13.1 Local Pension Board training activities are coordinated by the Human Resources Department.

14 Information and Communications Technology (ICT) / ICT Strategic Advisory Team (ISAT) Implications

- 14.1 Considered, but not deemed relevant to the report.

15 Estates Implications

- 15.1 Considered, but not deemed relevant to the report.

16 Fleet, Engineering and Logistics Implications

- 16.1 Considered, but not deemed relevant to the report.

17 Evaluation

- 17.1 Considered, but not deemed relevant to the report.

18 Recommendations

- 18.1 That Local Pension Board Members note the Local Pension Board Training Programme attached at Appendix 2 and consider the Training Needs Analysis set out at Appendix 1 to inform future training events.