



**Mid and West Wales Fire and Rescue Authority
Training Event for Local Pension Board Members**

Training Needs Analysis

Delegate's name: _____

Date: _____

Ref	Topic	Training Required (Tick if applicable)
A	Background and Understanding of the Legislative Framework of the Firefighters' Pension Scheme	
A1	Differences between public service pension schemes like the FPS and private sector trust-based schemes	
A2	Role of the IPSPC and its recommendations	
A3	Key provisions of the 2013 Act	
A4	The structure of the FPS and the main bodies involved including the Responsible Authority, the Scheme Manager, Scheme Advisory Board for Wales, the Local Pension Board and the Scheme employers	
A6	FPS rules overview (including the Regulations, and the Transitional Regulations)	
B	General pensions legislation applicable to the FPS - An overview of wider legislation relevant to the FPS including:	
B1	Automatic Enrolment (Pensions Act 2008)	
B2	Contracting out (Pension Schemes Act 1993)	
B3	Data protection (Data Protection Act 1998)	
B4	Employment legislation including anti-discrimination, equal treatment, family related leave and redundancy rights	
B5	Freedom of Information (Freedom of Information Act 2000)	
B6	Pensions sharing on divorce (Welfare Reform and Pensions Act 1999)	
B7	Tax (Finance Act 2004)	
C	Role and responsibilities of the Local Pension Board	
C1	Role of the Local Pension Board	
C2	Conduct and conflicts	
C3	Reporting of breaches	
C4	Knowledge and understanding	
C5	Data protection (<i>in the context of LPBs</i>)	
D	Role and responsibilities of the Scheme Manager	
D1	Membership and eligibility	
D2	Benefits and the payment of benefits	
D3	Decisions and discretions	
D4	Disclosure of information	
D5	Record keeping	
D6	Internal controls	
D7	Internal dispute resolution	
D8	Reporting of breaches	
D9	Statements, reports and accounts	

Ref	Topic	Training Required (Tick if applicable)
E	Funding and Accounting	
E1	Requirement for triennial and other valuations	
E2	Pension Fund arrangements	
F	Role and responsibilities of Scheme Employers	
F3	Automatic Enrolment	
F4	Deduction and payment of contributions	
F5	Special contributions	
F6	Employer decisions and discretions	
F8	TUPE and outsourcing (including Fair Deal and the Best Value Authorities Staff Transfers (Pensions) Direction 2007)	
G	Tax and Contracting Out	
G1	Finance Act 2004	
G2	Role of HMRC	
G3	Registration	
G4	Role of 'scheme administrator'	
G5	Tax relief on contributions	
G6	Taxation of benefits	
G7	Annual and lifetime allowances	
G8	Member protections (<i>primary, enhanced, IP etc</i>)	
G9	National Insurance	
G10	Contracting out (Pensions Scheme Act 1993)	
G11	Impact of abolition of contracting out in 2016	
H	Role of advisors and key persons	
H1	Officers of the Fire and Rescue Authority	
H2	Auditor	
H3	Lawyers	
H4	Administrators – in house v. third party	
H5	Procurement of services	
H6	Contracts with third parties	
J	Key Bodies connected to the FPS - an understanding of the roles and powers of:	
J1	Courts	
J2	HMRC	
J3	Information Commissioner	
J4	Pensions Advisory Service	
J5	Pensions Ombudsman	
J6	The Pensions Regulator (including powers in relation to Local Pension Boards)	