LOCAL PENSION BOARD – TRAINING NEEDS ANALYSIS

Topic	Good level of Knowledge & Understanding	Date Report or Training Provided
Background to Legislative Framework		
Key provisions of the Public Service Pensions Act 2013		
Overview of roles and responsibilities associated with the Local Government Pension Scheme		
Roles and Responsibilities of the Local Pension Board		
Assisting the Scheme Manager – governance and administration		
Potential conflicts of interest		
Reporting of breaches		
Knowledge and understanding		
Roles and Responsibilities of the Scheme Manager		
Pension Regulations		
Legislation		
Calculation and payment of benefits		
Annual Benefit Statements		
Discretions		
Internal dispute resolution (stage 2)		
Record keeping		
Internal controls and risk management		
Reporting of breaches		
Administration of Local Pension Board		
Managing potential conflicts of interest		
Admission Bodies – Bonds/Guarantees		

Appendix B

Topic	Good level of Knowledge & Understanding	Date Report or Training Provided
Roles and Responsibilities of the Scheme Employers		
Providing pension information to the administering authority		
Year-end		
Automatic enrolment		
Deduction and payment of contributions		
Internal dispute resolution (stage 1)		
Roles of Advisers and Other Key Persons / Bodies		
Officers of the Authority		
Auditors		
National Scheme Advisory Board		
Department for Communities and Local Government		
Local Government Association		
Pensions Advisory Service		
Pensions Ombudsman		
The Pensions Regulator		
Investments		
Actuarial Valuation		
Different Asset Classes		
Decision-making process		
Risk vs. Reward		
LGPS Asset Pooling		