

PENSIONS COMMITTEE TRAINING POLICY AND COMMITTEE TRAINING PLAN JULY 2025 TO JUNE 2026

Policy Objectives

The Fund's objectives relating to knowledge and skills are:

- The Pension Fund is managed and its services delivered by people who have the appropriate knowledge and expertise, and that the knowledge and expertise is maintained in a changing environment.
- Those persons responsible for governing the Fund have sufficient expertise to be able to evaluate and challenge the advice they receive, ensure their decisions are robust and well based, and manage conflicts of interest.
- The Pension Fund and its stakeholders are aware of and understand their roles and responsibilities under the LGPS regulations and in the delivery of the administration functions of the Scheme.
- Those persons responsible for governing the Fund meet the requirements to be opted up to a professional investor status under MIFID II.

To assist in achieving these objectives, there is a **mandatory minimum** level of training that all members of the Committee agree to complete. Any Committee members failing to undertake the minimum requirements will be referred to the Chairman of the Committee.

The Fund will aim for compliance with the CIPFA Knowledge and Skills Framework and the guidance within the Pension Regulator's General Code of Practice, as applicable for public sector pension schemes.

Application of the Policy

The training policy will apply to all members of the Pensions Committee and Council officers that have involvement in managing the Pension Fund, at any level.

Review and maintenance

This training policy is expected to be appropriate for the long-term but to ensure good governance it will be formally reviewed at least annually by the Committee, to ensure it remains accurate and relevant.

The Fund's Training Plan will be updated each year, taking account of the result from any training needs evaluations and any emerging issues. The Committee will be updated with events and training opportunities as part of the weekly email.

CIPFA Knowledge and Skills Framework and Code of Practice

In July 2021, CIPFA refreshed its technical guidance for Representatives on Pension Committees and non-executives in the public sector within a knowledge and skills framework. The framework sets the skillset for those responsible for pension scheme financial management and decision making.

The Framework covers eight areas of knowledge identified as the core requirements:

- Pensions legislations and guidance
- Pensions Governance
- Funding strategy and actuarial methods
- Pensions administration and communications
- Pensions financial strategy, management accounting, report and accounts
- Investment strategy, asset allocation, pooling, performance and risk management
- Financial markets and products
- Pensions services procurement, contract management and relationship management

CIPFA's Code of Practice recommends (amongst other things) that LGPS administering authorities:

- formally adopt the CIPFA Knowledge and Skills Framework (or an alternative training programme);
- ensure the appropriate policies and procedures are put in place to meet the requirements of the Framework (or an alternative training programme); and
- publicly report how these arrangements have been put into practice each year.

The Lincolnshire Pensions Committee fully supports the CIPFA Code of Practice and adopts its principles.

Training Provision, Measurement and Assessment

In order to identify and meet training needs and assess whether those governing the Fund are meeting the CIPFA Framework requirements, all Members and Officers agree to:

Members:

Mandatory Minimum:

- Upon appointment to the Pensions Committee, undertake induction training, before attendance at the first Pensions Committee meeting, where possible;
- Complete the on-line training program set out within the Hymans Robertson LGPS Online Learning Academy (LOLA) within twelve months of joining the Committee, to keep up-to-date with new modules or current issues as required, and to refresh all modules at least every two years; and
- Undertake, as a Committee, regular training as set out in the annual training plan.

In addition:

- Attend an annual training meeting at Border to Coast's offices in Leeds to gain a better understanding of the structure and governance of the company and asset pooling generally, and to receive training across the areas of investments and stewardship (subject to other prioritised training requirements).
- Consider attending a basic training course (LGA Fundamentals or equivalent) designed for new members to the Pensions Committee within the first 18 months on the Committee, and any relevant conferences or seminars that will be brought to their attention throughout the year;
- Highlight to officers any areas where further training would be desirable or required, following subjects covered in Committee meetings or following attendance at any external training events or conferences;
- Obtain a satisfactory collective level of knowledge and skills in relation to all modules of the CIPFA Framework. Support from officers and the Fund's Advisors will be available as and when required, but always in advance of any decision being taken; and
- Report to officers as appropriate to feed into external documentation the compliance with knowledge and skills requirements e.g. progress in the Fund's Annual Report and Accounts, and Governance Compliance Statement.

Officers:

All officers with responsibility for managing the LGPS will be expected to have a detailed understanding of the CIPFA Knowledge and Skills Framework requirements for LGPS Practitioners, taking account of the requirements of their roles. Any specific targets will be determined and updated as necessary from time to time in joint agreement by the Head of Lincolnshire Pension Fund and the Executive Director of Resources, in liaison with the Chairman of the Pensions Committee.

The Council's appraisal process will also identify any knowledge gaps and address training requirements.

Delivery of Training

Consideration will be given to various training resources available in delivering training to members of the Pensions Committee and officers.

Evaluation will be given to the mode and content of training in order to ensure it is targeted to needs and on-going requirements and emerging events. It is to be delivered in a manner that balances both demands on members' time and costs. These may include but are not restricted to:

Pensions Committee Members	Officers
In-house delivered training	Desktop / work base training

Pensions Committee Members	Officers
Using an Online Knowledge Library or other e-training facilities	Using an Online Knowledge Library or other e-training facilities
Attending courses, seminars and external events	Attending courses, seminars and external events
Internally developed training days and Committee meetings	Training for qualifications from recognised professional bodies (e.g. CIPFA, IMC)
Shared training with other Funds or Border to Coast	Internally developed sessions
Regular updates from officers and/or advisors	Shared training with other Funds or Border to Coast

External Events

All relevant external events will be emailed to members as part of the weekly email. Members should report attendance at any such events to officers, who will maintain a log of all events attended for compliance with reporting and monitoring requirements.

After attendance at an external event, Committee Members should be willing to provide verbal feedback at the next relevant Committee meeting covering the following points:

- Their view on the value of the event and the merit, if any, of attendance;
- A summary of the key learning points gained from attending the event; and
- Recommendations of any subject matters at the event in relation to which training would be beneficial to all Committee Members.

Officers attending external events will also be expected to report to their direct line manager with feedback and to make recommendations of any subject matters at the event in relation to which training would be beneficial to other officers or the Committee.

Officers attending events will also be expected to provide knowledge sharing with the wider Pensions team.



PENSIONS COMMITTEE TRAINING PLAN JULY 2025 TO JUNE 2026

The eight areas covered within the CIPFA Knowledge and Skills Framework (KSF) are:

- 1. Pensions legislations and guidance**
- 2. Pensions Governance**
- 3. Funding strategy and actuarial methods**
- 4. Pensions administration and communications**
- 5. Pensions financial strategy, management accounting, report and accounts**
- 6. Investment strategy, asset allocation, pooling, performance and risk management**
- 7. Financial markets and products**
- 8. Pensions services procurement, contract management and relationship management**

It is acknowledged that these areas are very wide; however, the framework requires an awareness or understanding in most areas, rather than detailed knowledge. There are also a number of different ways in which this information can be gained, such as during normal Committee meetings, training sessions or attendance at conferences or seminars. It is not expected for members of the Committee to have detailed knowledge in all areas of the framework but a collective understanding by the Committee as a whole.

The table below details the training plan for the year, with the areas of the KSF that will be covered in each report or training session referenced in the final column. A discussion will be had at each Committee to agree any additional training for the next meeting.

Date	Topic	KSF area(s)
Jul 2025 Administration and Governance Meeting Committee papers	Local Board Report	2
	Fund Update Report	1,2,3,6,8
	Pensions Administration Update Report	1,4
	'Fit for the Future' Consultation Response	1,2,6,8
	Annual Report and Accounts: Draft Accounts and Audit Plan	5,
	Annual Training Plan and Policy Review	1,2
	The Pension Regulators General Code of Practice Annual Review	1,2
	Triennial Valuation 2025 – Assumptions	3
	Training: Triennial Valuation 2025	3
Sept 2025 Investment and Stewardship Meeting Committee papers	Stewardship Update Report	2,6
	Market Update Report	7
	Annual Property and Infrastructure Report	6,7
	Investment Management Report	6,7
	Manager Presentation – Border to Coast – externally managed equities	6
	Training: Investment Beliefs and Strategic Asset Allocation.	6,7
Oct 2025 Administration and Governance Meeting Committee papers	Local Board Report	2
	Fund Update Report	1,2,3,6,8
	Pensions Administration Update Report	1,4
	Annual Performance Report	2,6
	Annual Report and Accounts: Draft Annual Report and External Audit Report	5
	Triennial Valuation 2025 – Whole Fund Results	3
	Training: Cyber Security from WYPF	1,4

Date	Topic	KSF area(s)
Dec 2025	Stewardship Update Report	2,6
Investment and Stewardship Meeting Committee papers	Market Update Report	7
	Border to Coast RI and Voting Policies	2,6
	Investment Beliefs Report	6,7
	Investment Management Report	6,7
	Manager Presentation – Morgan Stanley Private Market Mandate	6
	Training Private Markets – Asset Class	6,7
Jan 2026	Local Board Report	2
Administration and Governance Meeting Committee papers	Fund Update Report	1,2,3,6,8
	Pensions Administration Update Report	1,4
	Risk Register Review	6
	Annual Update on The Pension Regulators Data Scores	1,2,4
	Annual Employer Monitoring and Engagement	1,2,4
	Training	
Mar 2026	Local Board Report	2
Administration and Governance Meeting Committee papers	Fund Update Report	1,2,3,6,8
	Pensions Admin Update	1,4
	Pension Fund Annual Policies Review	1,2
	Business plan and budget setting	2,5
	Annual Report and Accounts: Accounting Policies, Changes and External Audit Plan	5
	Triennial Valuation 2025 – Funding Strategy Statement and Final Report	3
	Training	

Date	Topic	KSF area(s)
April 2026	Stewardship Update Report	2,6
Investment and Stewardship Meeting Committee papers	Market Update Report	7
	Investment Management Report	6,7
	Manager Presentation – Border to Coast – internally managed equities	6
	Training	
June 2026	Stewardship Update Report	2,6
Investment and Stewardship Meeting Committee papers	Market Update Report	7
	Investment Management Report	6,7
	Manager Presentation – Border to Coast – fixed income	6
	Training	

*Committee papers may be subject to change.