

Pension Fund Committee

12 September 2019

Pension Fund Committee Training Needs Analysis



Report of John Hewitt, Corporate Director of Resources

Purpose of the Report

- 1 This report provides the outcome of the self-assessment training needs analysis carried out by member of the Committee and sets out a proposal to address the needs identified.

Executive summary

- 2 Committee members are asked to complete a self-assessment training needs analysis questionnaire in order to identify areas where further training may be required. A copy of the training needs questionnaire is included at Appendix 1.

- 3 The training needs analysis asks Members to rate themselves in a wide range of knowledge areas according to the following scale:

1 = I have no knowledge and understanding of this area

2 = I have a basic knowledge and understanding of this area

3 = I have appropriate knowledge and understanding of this area

4 = I have a good knowledge and understanding of this area

5 = I have an excellent understanding and am confident in this area

- 4 Analysis of the self-assessments will identify areas of training needs, and how these needs could best be met.

Recommendation(s)

- 5 That Members note this report and agree:
 - i) To complete the self-assessment questionnaire included in Appendix 1, and return to the Pensions Manager, Paul Cooper;

- ii) That the Pensions Manager arranges training as necessary based upon the training needs identified, and;
- iii) That the training needs analysis questionnaire is recirculated to Members after the training session for completion and review.

Contact: Paul Cooper

Tel: 03000 269798

Appendix 1: Training needs analysis questionnaire
