

The Local Government Pensions Committee
Secretary: Jeff Houston

CIRCULAR

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No. 274 – OCTOBER 2013

LGPS PRACTITIONER TRAINING EVENTS “LGPS2014” WORKSHOPS

Purpose of this circular:

1. This Circular has been issued to advise administering authorities and employers participating in the Local Government Pension Scheme of a number of workshops to be run at various locations across England and Wales. These events have been organised by the Local Government Pension Committee (LGPC).

Background

2. In Circular 272 of July 2013 we announced a number of workshops in August/September aimed at employers participating in the LGPS to explain the new Scheme being introduced on 1 April 2014. Later, in Circular 273 of August 2013 we announced a number of follow on seminars in November, again aimed at employers, organised as a result of the demand for delegate places. Those Circulars both stated that more detailed training for practitioners would follow in the new year. This circular gives information on this second wave of training.

Purpose of workshops

3. The Local Government Pensions Committee provides a full programme of training events for pension practitioners, councillors and employers with an interest in the LGPS. Its training programme builds on the wealth of information that is already provided and seeks to deepen knowledge and understanding of the LGPS.
4. These workshops comprise the detailed training for Administering Authority “pension practitioners” from January 2014, ready for the launch of the new scheme on 1 April 2014.

Intended Audience

5. These workshops in January and February 2014 are solely aimed at **administering** authority staff, particularly those involved in the day-to-day administration of the LGPS.
6. To explain the changes it is helpful for the delegate to understand the present scheme and the administration it requires, so it is preferable for delegates to have some experience of the LGPS.

Details of workshops

7. In order to continue the LGPC’s plan to deliver training as locally as practicable, the forthcoming practitioner workshops are to be held in a number of locations across the country. In putting together the entire schedule, the Secretariat has attempted to be as ‘geographically’ fair as possible.
8. The workshops will be interactive and experiential. As there will be one tutor, the “class” size is normally kept to a maximum of 15 people to ensure that delegates get the most out of the learning experience.
9. If all the events sell out, there will be further opportunities made available for training and, depending on demand, this may take the form of overflow workshops or larger-seat seminars.
10. The workshops will start at 10:00 a.m. and finish no later than 4:00 p.m., with lunch and refreshment breaks included as well as coffee/tea on arrival from 9:30 a.m. As the workshops are delivered “locally” this should avoid the time and expense of overnight stays for many delegates.

Workshop locations & dates:

11. Workshops will be held as follows:

09 January	Birmingham	Jurys inn Hotel
14 January	Cardiff	Marriott Hotel
16 January	London 1	Layden House
21 January	Liverpool	Marriott Hotel
23 January	Durham	Marriott Hotel
28 January	York	Marriott Hotel
30 January	Exeter	Thistle Hotel
4 February	Leeds	Marriott Hotel
6 February	London 2	Layden House

Cost and booking

12. The delegate rate for each workshop, inclusive of lunch, refreshments and all delegate materials is £210 plus VAT at the standard rate.
13. Early booking is highly recommended as places are limited. Bookings are made via the on-line events booking facility which is part of the Local Government Association website at:
<http://www.local.gov.uk/web/lgaworkforcepensions/training-and-events>
14. Please be sure to note our cancellation policy contained in our Terms and Conditions which you will be asked to confirm you have read when completing your booking details on the booking events page. You will also need full delegate details to hand including the address to which the invoice for payment is to be sent. Purchase order numbers must also be provided if required by your organisation to pay invoices.
15. If the session at your preferred location is full and you do not wish to book on one at an alternative location, you are advised to enter your name on the reserves' list at your preferred location. It is important to do so as this will enable the LGPC to judge demand for overflow events.
16. If you experience any difficulties in using the on-line website booking facility, please contact Elaine English, LGPS Executive Officer, by email elaine.english@local.gov.uk

Tim Hazlewood
Pensions Training and Development Manager
2 October 2013

Distribution sheet

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LGPC
Local Government House
Smith Square
London
SW1P 3HZ

or email: tim.hazlewood@local.gov.uk

or telephone: 01455 824850