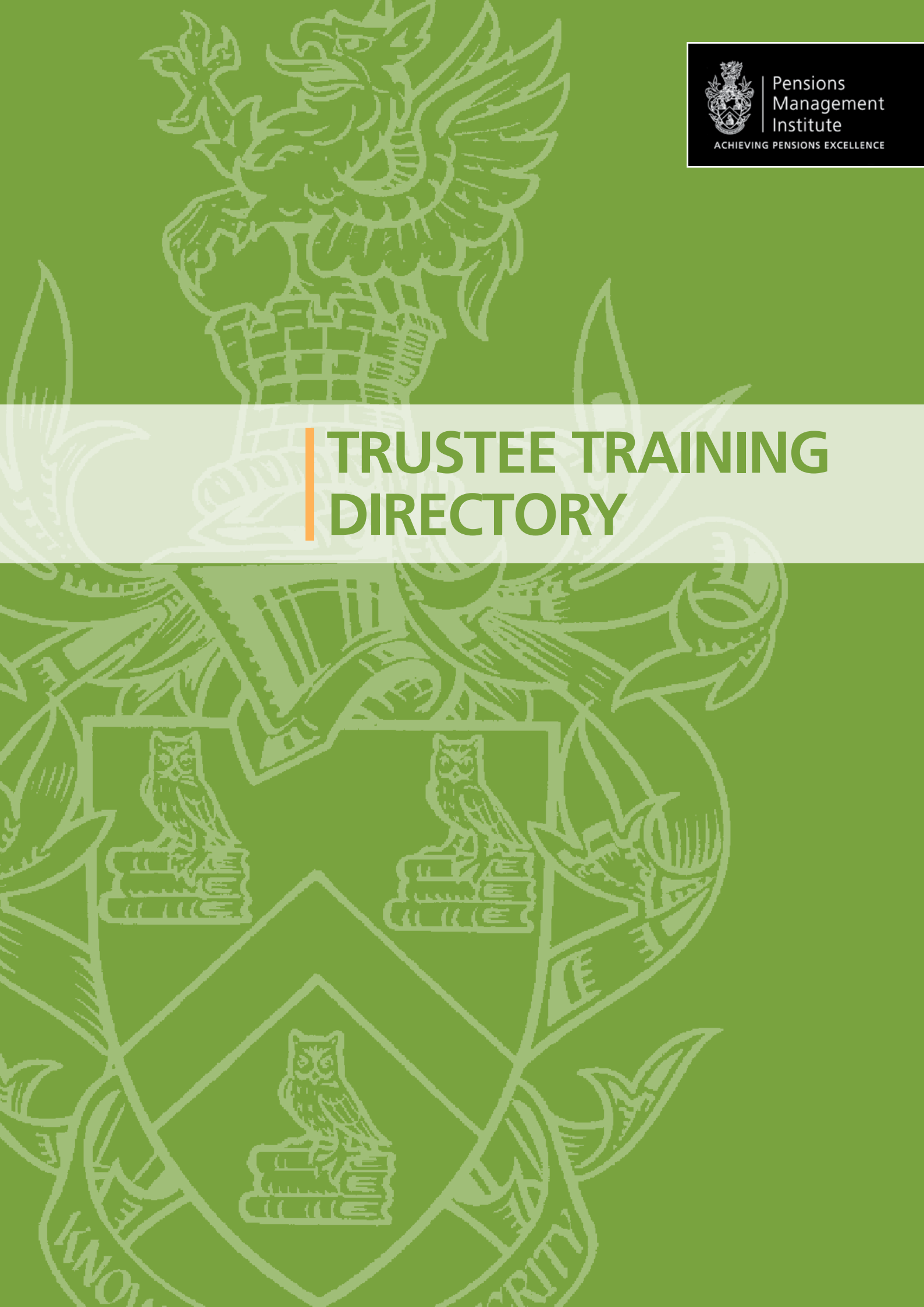




Pensions
Management
Institute

ACHIEVING PENSIONS EXCELLENCE

TRUSTEE TRAINING DIRECTORY



I THE NEED FOR TRUSTEE TRAINING

Training obligations on pension scheme trustees are considerable. From initial appointment, trustees are required to undergo training within six months, and every two years thereafter.

This directory has been compiled to support trustees with their training requirements. The courses listed in this document are suitable for new trustees as well as those looking to refresh their knowledge and cover the various aspects of knowledge trustees need to acquire, including legal, regulatory, investment and scheme specific knowledge.

A number of the providers in this directory offer training specific to The PMI's Award in Pension Trusteeship (APT). Companies providing APT training also offer private examination sittings at the end of the course.

PROVIDERS



Aberdeen Standard Investments

Bow Bells House, 1 Bread Street, London, EC4M 9HH

Contact name: Sophie Moir

Telephone number: +44 207 618 1452

Email: sophie.moir@aberdeenstandard.com

Website: www.aberdeenstandard.com

Course(s) offered:

Pensions Intelligence is a series of trustee training seminars run by Aberdeen Standard Investments. There are two half day seminars each year, one covering issues prevalent to DC schemes, while the other focuses on DB themes.

Economists, strategists, fund managers and investment specialists from Aberdeen Standard Investments get together with industry experts to discuss current challenges that trustees face and provide support for them to look after their members.

As well as asset class content and investment approaches, the sessions aim to cover issues such as value for money, ESG, DC default design and alternative sources of income.

The seminars aim to be thought-provoking, engaging and allow opportunity for questions and networking. They are CPD accredited.

Location(s): Bow Bells House, 1 Bread Street, London, EC4M 9HH

Frequency: Twice per year

Aberdeen Standard Investments is a brand of the investment businesses of Aberdeen Asset Management and Standard Life Investments.



Aon

The Aon Centre, The Leadenhall Building,
122 Leadenhall Street, London, EC3V 4AN

Contact name: Lynsey Harri

Telephone number: 01372 733907

Email: pensionstraining.enquiries@aon.com

Website: <http://www.aon.com/unitedkingdom/retirement-investment/pensions-training/default.jsp>

Course(s) offered:

For trustees who are interested in achieving the PMI Award in Pensions Trusteeship (APT), Aon offers a two-day residential revision course.

The course (which has attracted very favourable comments from delegates) is intended primarily to help delegates demonstrate the skills needed to gain the APT, as well as updating and consolidating their Trustee Knowledge and Understanding.

The emphasis is on active participation via exercises, case studies, and informal, lively discussion, leading up to a specially arranged sitting of the APT examination at the end of the second day.

The course fee covers a selection of recommended pre-seminar reading material and detailed revision notes; overnight accommodation; meals and refreshments; and the examination fee.

Aon also provides a range of other interactive training courses to help you with the practical side of trusteeship. Whether it is our one day courses for new trustees, something more substantial for experienced trustees, or top up training that is easy to access, our courses are specifically designed to fulfil your needs as you progress.

Location(s): London, Leeds, Manchester and Surrey. We are also happy to discuss any bespoke training needs.

Frequency: Monthly (other than August)

PROVIDERS



Barnett Waddingham

Decimal Place, Chiltern Avenue, Amersham, HP6 5FG

Contact Name: Alexandra Clarke

Telephone Number: 0333 11 11 222

Email: eventsteam@barnett-waddingham.co.uk

Website: www.barnett-waddingham.co.uk/events

Course(s) offered:

We welcome new and present trustees to join our one-day Trustee Training course.

The Pensions Regulator is focusing on governance standards and as a trustee that is responsible for managing defined benefit (DB) pension schemes, it's essential that to be up to date with pension matters.

Our comprehensive one day training sessions will guide trustees through The Pensions Regulator's 'Scope Guidance' as we cover:

- The 'trustee knowledge and understanding' requirements
- The UK current pensions landscape and key regulatory changes
- An introduction to funding and investment principles
- The scheme funding regime, including The Pensions Regulator's DB funding code of practice
- The Pensions Regulator's powers and guidance
- Trustee obligations and powers

Location: London and Leeds.

Frequency: London twice a year, Leeds once a year.



Behave London

Contact Name: Elisabet Atteryd / Hannah Lewis

Telephone Number: 020 8144 4553

Email: elisabet@behave.london / hannah@behave.london

Website: www.behavetrain.com

Course(s) offered:

One-Day Trustee Training Course covering how to apply psychology / behavioural science to pension scheme investments, board decision-making, and member communications. The Behavetrain event is offered by Behave London (www.behave.london), a behavioural insight agency who specialise in pension research and communication.

- You'll learn how to be better in the boardroom, and outside it.
- You'll participate in an interactive day, learn how to make better decisions, with practical group exercises to embed the knowledge.
- Full of insights into how to boost your investing wisdom using behavioural techniques.
- Learn the secrets of smashing the status quo for better decisions.

Behavetrain is especially tailored to pension trustees and pension scheme managers. Delegates learn how to use pension-specific behavioural science to their own benefit, as well as gaining a grounding in how their own minds work. You'll learn the surprising ways in which trustees and members behave. The training workshop draws on behavioural science to offer a wealth of knowledge that delegates can use straight away in their schemes.

Location: Central London, or elsewhere on request.

CAPITA

Capita

65 Gresham Street, London, EC2V 7NQ

Contact name: Paul Tabrett

Email: paul.tabrett@capita.co.uk

Telephone: 0207 709 4864

Website: www.capitaemployeesolutions.co.uk

Courses offered:

Capita Employee Solutions offers a range of training courses for trustees of UK pension schemes, including:

- One day introductory courses for new or less experienced trustees, providing an overview of the trustee's role and responsibilities, various pension benefit structures, the legal framework, investment, funding and administration matters;
- Focussed advanced training courses covering specific matters such as scheme funding, governance and investments. These courses focus on investment strategy, risk reduction exercises, and managing liabilities;

In addition, Capita holds two-day training courses aimed specifically at trustees wishing to sit the PMI Award in Pension Trusteeship examination. These courses prepare candidates for sitting the examination, providing training in relation to all aspects of DB and DC pension schemes, guidance on sitting the examination, and culminating with the examination itself on the afternoon of the second day.

Location(s): Across Capita's UK locations

Frequency: Introductory courses are run two or three times a year, PMI accredited courses twice a year and other courses on an ad-hoc basis



Cardano

6 Bevis Marks, London, EC3A 7BA

Contact name: Stuart Hanson

Email: s.hanson@cardano.com

Telephone number: 020 7015 8505

Website: www.cardano.com

Course(s) offered:

Trustees have an incredibly challenging job keeping up with the pensions landscape and the ever-changing regulation. All of our training is developed with this thought in mind.

Suitable for new and experienced trustees alike, we create bespoke courses developed to meet trustees' specific needs, and tailored to their scheme and circumstances. These can be delivered either at our offices or the client's premises.

Popular courses include:

- Fiduciary management: understanding the principles of fiduciary management and the benefits this approach can bring
- Integrated risk management: practice integrated risk management with PensionSim, our specially developed training tool that allows trustees and sponsors to test drive their schemes through various real life scenarios and review the impact, in a safe environment
- Portfolio construction: understanding the different component parts and how they fit together to create an optimised portfolio which delivers stability in an uncertain world
- Cashflow matching: understanding the different approaches available to meeting your cashflow requirements as you get nearer to full funding

Location(s): Nationwide

Frequency: Bespoke training available on request throughout the year



CMS

Cannon Place, 78 Cannon Street, London, EC4N 6AF

Contact name: Kieron Mitchison

Email: kieron.mitchinson@cms-cmno.com

Website: <https://cms.law/en/GBR/>

Course(s) offered:

At CMS we offer one-day trustee training courses. The training is aimed at new or recently appointed trustees of occupational pension schemes, and designed to help them meet their trustee knowledge and understanding requirements. All course content is suitable for trustees of defined benefit pension schemes, but many of the issues covered apply equally to trustees of money purchase arrangements.

Training is led by experienced lawyers from our pensions team, and chaired by one of our partners. These training sessions focus on the key areas of pensions law, the role and duties of trustees, and the basic principles of funding and investment. The course looks at common issues for trustees (such as decision-making, discretions and conflicts of interest) and explores these themes through talks, discussion and workshops. Numbers are limited to ensure full participation.

Lunch, refreshments and a comprehensive pack of course materials are provided inclusive of the fee.

Location(s): London office

Frequency: February, June and October



Eversheds Sutherland

One Wood Street, London, EC2V 7WS

Contact Name: Catherine Salafia or Patricia Critchley

Email: catherinesalafia@eversheds-sutherland.com

Telephone number: +44 20 7919 4896 / +44 113 2004559

Website: www.eversheds-sutherland.com

Course(s) offered:

We offer training sessions designed to prepare candidates for the PMI Award in Pension Trusteeship. This is organised on an ad hoc basis (generally for all or most of a particular trustee board) and can be customised to meet your needs. The course includes a private exam sitting.

We also run one day introductory training courses to equip those involved in running defined benefit or defined contribution trust-based schemes to operate their scheme effectively. Using case studies, we consider common issues associated with running DB or DC schemes. A guest speaker from the actuarial or investment consultant profession covers actuarial and investment aspects of the course. In addition, we provide regular legal update briefings and can organise bespoke or in-house training to suit your needs.

Locations: London, Birmingham, Leeds or as requested.

Frequency: See www.eversheds-sutherland.com/training (search under subject area "Pensions")



JLT Employee Benefits

The St Botolph Building, 138 Houndsditch, London EC3A 7AW

Contact name: David Hepplewhite / James Auty

Email: david_hepplewhite@jltgroup.com / james_auty@jltgroup.com

Telephone number: 020 7558 3505 / 020 7895 7817

Website: <http://www.jltemployeebenefits.com/pensions/pension-governance-services/pensions-training/developingtrustee-training>

Course(s) offered

We offer a targeted training and education programme designed to meet the ongoing needs and requirements in the provision of workplace pensions to ensure the right outcomes for your scheme members.

Our Pension Development programme covers the basics of: Trusteeship; Investment; Governance; Funding principles; and Pension scheme risk management.

The course is designed to be interactive and will be structured so that you can select the “need only” sessions that are relevant to your role and the type of scheme you look after: Company pensions and state pensions; Legal background to the trustee / governance committee member role; Trustees’ duties, responsibilities and powers; Pensions and tax legislation; Financing and investment fundamentals; Managing and administering the scheme; Communication and disclosure; Current topical issues.

This workshop is a FOUNDATION COURSE for new trustees (or anyone new to pensions).

JLT is a past winner of Engaged Investor’s award for Best Trustee Education Provider.

Location(s): Our London / Manchester office / client’s premises.

Frequency: 3 courses a year, 2 in London and 1 in Manchester.



KPMG

15 Canada Square, London E14 5GL

Contact name: Claire Whittaker / Eleanor Dobson

Email: claire.whittaker@kpmg.co.uk / eleanor.dobson@kpmg.co.uk

Telephone: +44 (0) 20 7694 4360 / +44 (0) 161 2464 773

Website: www.kpmg.com

Course(s) offered:

KPMG’s Trustee Board Effectiveness programme provides a practical and efficient approach to review and develop the effectiveness of the Trustee Board, including compliance with governance standards. This allows Boards to meet the Pensions Regulator’s expectations under ‘21st Century Trusteeship’, that trustees ‘should review the performance and effectiveness of the board annually’. At its simplest, an online questionnaire is completed by trustees. The results are collated, analysed, anonymously presented, and discussed at a facilitated workshop. The questionnaire covers the key areas tPR has issued guidance on. Trustees will understand what tPR expects from a well governed scheme, and how to address any gaps.

KPMG also work alongside Lane4, a leading consultancy in the field of human and team performance, who focus on the behavioural aspects of a successful trustee board using a ‘High Performing Teams’ evaluation. The approach helps trustees measure, improve and have a deeper conversation about how they can work better together.

Each element of the programme identifies areas for development, alongside the snapshot of current performance, and KPMG/Lane 4 have a suite of additional tools to help Boards to achieve their aims.

KPMG also separately run a series of breakfast seminars called Rethink Pensions at KPMG offices locations round the country.

Location(s): Trustee Board Effectiveness can be held at clients’ offices. Rethink Pensions is run at our offices throughout the country.

Frequency: Trustee Board Effectiveness is run throughout the year on a bespoke basis. Rethink Pensions is run twice a year in the Autumn and Spring.

PROVIDERS



Lane Clark & Peacock LLP

95 Wigmore Street, London, W1U 1DQ

Contact Name: Rachika Cooray FPML (Partner)

Email: enquiries@lcp.uk.com / rachika.cooray@lcp.uk.com

Telephone Number: 0207 432 6658

Website: www.lcp.uk.com

Courses offered:

Our trustee training services consist of generic, specialised and scheme specific training:

- Our Trustee Training Programme includes two training courses designed to meet the “knowledge and understanding” requirements of the Pensions Act 2004. For DB schemes, the first course outlines trustees’ duties and responsibilities and the other covers scheme funding and investment. For DC schemes, the first course gives an overview of trusteeship, including legalities and risk management and the second covers scheme operations and investment.
- Specialised courses on investment, covenant assessment and pension scheme de-risking. We hold a number of free breakfast briefings and webinars throughout the year.
- To meet the requirement to be conversant with a scheme’s trust deed and rules and other documents, we design and implement bespoke training courses.
- Our free Training Needs Analysis tool helps trustees to identify areas for further training. Find out more at <https://tna.lcp.uk.com/>

LCP also offers wider governance services to help trustees carry out their roles and responsibilities effectively. Contact us for more details. LCP also runs free training forums for in-house trustee secretaries and pensions managers covering the current governance landscape and key regulatory and legal issues affecting pension schemes.

Locations: 95 Wigmore Street, London, W1U 1DQ

Frequency: Twice a year, typically in March and October



Legal & General

One Coleman Street, London, EC2R 5AA

Contact name: Various – see courses

Email: Various – see courses

Telephone: Various – see courses

Website: <https://www.legalandgeneral.com/institutional/>

Course(s) offered:

Defined benefit trustee education programme

Legal & General Investment Management (LGIM) runs regular seminars as part of our Trustee Knowledge programme for DB pension scheme trustees. The programme helps both trustees and sponsors gain the required knowledge and understanding of the principles relating to pension scheme investment. The seminars cover both introductory (day 1) and advanced (day 2) sessions. **Contact:** KnowledgeEvents@lgim.com / Mark Wybrow on 020 3124 3149.

Pension risk transfer education programme for DB pension scheme trustees

When considering a buy-in, buyout or longevity insurance, many trustee boards and working parties find training sessions helpful. Our Pension Risk Transfer team (part of our insurance company, Legal & General Assurance Society Ltd) is always happy to arrange training sessions for trustees which can be tailored to your needs and can be run in conjunction with your scheme’s advisers. **Contact:** derisking@landg.com / John Towner on 020 3128 1154.

Defined contribution training programme

LGIM runs a one day seminar for those interested in DC pension schemes. The programme employs knowledge and skills of LGIM’s investment professionals to help trustees and pension managers to gain the required knowledge and understanding of the principles relating to DC. **Contact:** KnowledgeEvents@lgim.com / Simon Chinnery on 0203 124 4373.

Locations: London headquarters and across the UK.

Frequency: Throughout the year. Bespoke training available on request.



Mercer

Tower Place, London EC3R 5BU

Contact Name: Mark Wilkinson

Email: mark.wilkinson@mercerc.com

Telephone Number: 020 7178 3359

Website: www.mercer.com

Courses offered:

We currently offer two courses:

- Toolkit Blitz (one day)
- Confident DB Trusteeship (two one-day modules)

The Toolkit Blitz course provides training in relation to the assessment questions for all modules of the TPR toolkit in an effective, interactive and participative way. The training also allows participants to understand the issues in the wider context through interaction and discussion with trustees of different schemes. We can also deliver the Toolkit Blitz to a single trustee board where a group of trustees would like to complete it together, with the course tailored to the needs of the group.

"The Mercer TPR toolkit training was absolutely excellent. Very interesting and informative. I can highly recommend it to any other newcomers to the role."

The Confident DB trusteeship course focuses on the journey trustees take through the life of a DB Pension scheme, and the decisions they must make along the way, to help trustees become more proficient in their important and demanding roles. The course has a practical focus and goes beyond technical knowledge to focus on developing the skills needed to be a more effective trustee. Course participants are challenged to make decisions, enabling them to perform more confidently in future boardroom discussions, and approach trustee decisions in an informed and objective way.

"Excellent - clear simple explanations with relevant examples delivered at a good pace to keep the whole room engaged. I can't say I was particularly excited about the prospects of a whole day on pensions training but I was pleasantly surprised."

Locations: Throughout the UK.

Frequency: Throughout the year. Bespoke training available on request.



The Occupational Pensions Defence Union (OPDU)

90 Fenchurch Street, London EC3M 4ST

Contact Name: Martin Kellaway / Stephanie Whelan

Email: Martin.kellaway@OPDU.com / Stephanie.Whelan@OPDU.com

Telephone Number: +44 207204 2355 / +44 207204 2754

Website: <https://www.opdu.com/benefits/>

Course(s) offered:

We offer trustee or trustee adviser training and roundtable seminars for groups of at least 6 people and can speak at larger events such as seminars and conferences.

We focus on the risks trustees and pensions employees of the sponsor face and how these are mitigated by the protections in the scheme documents and through the use of stand alone insurance. We detail how insurance works as part of an integrated risk management strategy and discuss case examples of claims made. We also cover emerging risks and how insurance works for Cyber and GDPR.

Locations: London, Leeds, Manchester, Birmingham, Bristol, Edinburgh and Glasgow or as requested.

Frequency: As requested.

PROVIDERS



River and Mercantile Solutions

11 Strand, London WC2N 5HR

Contact name: Danielle Casady

Email: events@riverandmercantile.com

Telephone: 0203 3275075

Website: solutions.riverandmercantile.com

Course(s) offered:

River and Mercantile Solutions is a multi-award winning investment consultant and fiduciary manager. We work with over 100 pension funds with c.£36bn in Assets under Advisory of which c.£14bn is Assets under Management. We believe trustee training is important for all pension scheme trustees. As well as providing training as part of ongoing trustee meetings, River and Mercantile Solutions also offers centralised trustee training sessions throughout the year: Liability Hedging Trustee Training and Structured Equity Trustee Training.

These courses are designed so that trustees of all technical levels will find them useful. The course begins with a basic training session, a break for lunch and then a more advanced session. Trustees are encouraged to join us for one or both of the training sessions.

Location(s): 11 Strand, London WC2N 5HR

Frequency: Liability Hedging Trustee Training is run twice annually in January and July. Structured Equity Trustee Training is run annually in October.



Sackers

20 Gresham Street, London EC2V 7JE

Contact Name: Stephanie Warner

Email: stephanie.warner@sackers.com

Telephone Number: +44(0)20 7615 9595

Website: www.sackers.com

Course(s) offered:

All our events are free to pension trustees. Our interactive seminars are aimed at new trustees of DB, DC and hybrid schemes, as well as those who would like to refresh their knowledge. We run three modules throughout the year, which can be run over one day or individually depending on demand.

The first module is suitable for all new trustees and covers:

- brief summary of TKU requirements
- trust and pensions law basics
- discretions case study - death benefits
- tax overview
- working with The Pensions Regulator (TPR)
- dealing with disputes.

The DB module covers topics specifically relevant to DB schemes including scheme funding and investment and the PPF/ scheme "end-game".

The DC module covers topics specifically relevant to DC schemes including the changing legal and regulatory environment, TPR's DC Code and guidance, retirement choices and member communications.

All our events qualify for CPD hours under the PMI CPD scheme. We can also provide bespoke and in-house training upon request.

"Thank you for a very well organised and informative day. Whilst I fit the category of being a more experienced Trustee, I learnt plenty from the day's sessions. The DC material complemented my more specialised DB experience and knowledge."
(Course attendee)

Location(s): London office.

Frequency: At least once a year but more can be scheduled if there is sufficient demand.

PROVIDERS



Squire Patton Boggs

Rutland House, 148 Edmund Street, Birmingham B3 2JR

Contact name: Catherine McKenna / Matthew Giles

Email: catherine.mckenna@squirepb.com/ matthew.giles@squirepb.com

Telephone: 0113 284 7045 / 0121 222 3296

Website: <https://www.squirepattonboggs.com/en/services/practice-areas/pensions>

Background on firm: SPB is a full service global law firm and an Insight Partner of the PMI. It's market-leading and top ranked Pensions Team were named Human Resources (Specialism) Firm of the Year 2018 in the Legal 500 UK Awards. It offers UK pensions legal advice from across its four UK offices in London, Birmingham, Leeds and Manchester. It also offers professional trusteeship services, meaning that it is ideally placed to provide trustee training.

Course(s) offered:

We regularly provide training to trustee boards on a wide range of matters. All our training courses are interactive and use a variety of delivery methods to stimulate participation and enjoyment. They include:

- Bespoke courses on any legal issues relating to occupational pension schemes
- Hot topics sessions
- Scheme conversance training
- Revision and exam training sessions for PMI Award in Pension Trusteeship
- Joint sessions with other advisers

Location: SPB offices in London, Birmingham, Leeds and Manchester. Alternatively at client premises.

Frequency: On request



XPS Pensions Group

11, Strand, London, WC2N 5HR

Contact Name: Jane Beverley

Telephone Number: 020 3327 5314

Email: jane.beverley@xpsgroup.co.uk

Website: www.xpsgroup.com

Courses offered include:

1. One-day trustee knowledge and understanding (TKU) course for trustees of defined benefit schemes with defined contribution AVCs – in association with PS Independent Trustees

This course is aimed primarily at new trustees (or those who would like a refresher) and takes trustees through the basics of the Pensions Regulator's TKU scope guidance (pension scheme design, trusteeship, funding, investment and governance) as well as providing an insight into some of the experiences and challenges that trustees are likely to face. The course is interactive, with plenty of practical examples and opportunities for discussion and questions.

This course runs in London on a quarterly basis, but can be run at other locations on request.

2. Half-day 'in-depth' courses on a range of topics, including:

- Funding, covenant and integrated risk management (IRM)
- Liability-driven investment (LDI)
- Ad-hoc courses on particular 'hot topics' (most recently on the impact of the General Data Protection Regulation (GDPR) on pension schemes)

XPS Pensions Group can also provide trustee training on other topics, including for the trustees of defined contribution schemes.

Location(s): 11 Strand, London, WC2N 5HR

Frequency: Four times a year

PROVIDERS



Willis Towers Watson

Contact name: Helena Jackson
Email: trustee.training@willistowerswatson.com
Telephone: 020 7170 2722
Website: <https://www.willistowerswatson.com/trustee>

Willis Towers Watson offer four full-day Trustee and Scheme Management Training courses, which provide an ideal opportunity for delegates to expand their knowledge beyond the basics covered in the Pensions Regulator's online toolkit. Our courses give new trustees and pension scheme managers the ability to explore the issues they face and share experiences with trustees from other pension schemes. The courses also give delegates the opportunity to ask face-to-face questions to some of our experienced consultants in a friendly, small group atmosphere.

Our courses are:

Course	Audience	Content Highlights
Introductory DB Trustee Training	New DB trustees	Trustee duties, actuarial valuations/funding, investment strategy
Introductory Trust-based DC Training	New DB trustees	Designing/monitoring investment strategy, effective administration and scheme governance, member engagement, post-retirement options (Trust-based also covers trustee duties and protections)
Introductory Contract-based DC Training	Those new to running contract-based DC schemes	
Investment Management Trustee Training	DB & DC trustees looking to deepen understanding of investment decisions	Key asset classes and governance issues DB: investment strategy, asset-liability modelling, liability matching DC: default strategies, implications of pensions freedom on member behaviour and investment

Location(s): London, Manchester / Leeds

Frequency: DB Trustee Training: Four times per year in London and once in Manchester / Leeds. All other courses are generally run twice per year in London.

PMI BESPOKE APT TRAINING

Please get in touch with PMI if you would like bespoke APT exam support.

Email: qualifications@pensions-pmi.org.uk
Telephone: 020 7392 7400

JOIN OUR TRUSTEE GROUP TODAY

Trustee Group membership is available on either an individual or board basis and offers support and benefits to help Trustees meet TKU requirements.

Email: membership@pensions-pmi.org.uk
Telephone: 020 7392 7140

| CONTACT US

If you would like to be featured in this directory please get in touch.

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EC2N 1HQ

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