

## Institute and Faculty of Actuaries

### Noting report

<b>Subject</b>	Professional Skills Sub-committee (PSSC) Annual Report
<b>Regulatory Board meeting</b>	8 February 2022
<b>Previous Board Steer/Approval</b>	This is an annual report for the Board.
<b>International issues considered?</b>	Yes
<b>Author</b>	IFoA Executive
<b>Purpose</b>	Noting

#### 1. Introduction

- 1.1 This paper provides an annual report updating the Regulatory Board ('the Board') on the governance and operation of the Professional Skills Sub-Committee (PSSC).

#### 2. Governance of the PSSC

- 2.1 The PSSC develops diverse and stimulating content for both generic and practice specific professionalism CPD, and embeds the Actuaries' Code, and professional and ethical behaviour, in the IFoA's Professional Skills Training. The Terms of Reference for the PSSC have been updated and are provided at **Appendix 1**.
- 2.2 The PSSC is chaired by Malcolm Slee and the full Membership with details of tenure is provided at **Appendix 2**.
- 2.3 There is also a wider pool of professionalism volunteers who support the PSSC in presenting at events and webinars and participating in the follow-up discussion videos.
- 2.4 Fiona Goddard, Head of Professionalism, is the Executive lead for the PSSC, with project management and administrative support provided by Mairi MacIntyre and Vicky Campbell, respectively.

#### 3. Transparency

- 3.1 The PSSC has met (virtually) 6 times for the development of the 2020/21 content and once to date for the 2021/22 content. Agendas and redacted minutes of its meetings are published removing detail on the content in development. The Professional Skills Training pages of the website and the documents can be accessed [here](#).

#### 4. Accountability

- 4.1 The PSSC provides a separate annual update to the Board on its activities including an analysis of Member feedback on the resources and training opportunities provided. The report for the 2020/21 CPD year was provided for the Board's last meeting on 10 November 2021 (**Appendix**

3) which was also shared with the FRC. This update going forward be combined within the PSSC annual report for the Board.

## **5. Content Development**

5.1 The PSSC gets ideas for content development from a variety of sources including for example:

- current priorities of the Regulatory Board;
- topics included on the Board's Horizon Scanning Register;
- strategic priorities of the IFoA;
- feedback from Members;
- disciplinary cases;
- new standards / guidance; and
- other Boards, Member interest groups etc.

5.2 Feedback on the content is overall very positive, but in the very few instances we have received constructive feedback from a Member, we have acted upon it and responded to the Member.

## **6 Conclusion**

6.1 The Board is asked to note the report.

## **7. Appendices**

**Appendix 1** – PSSC Terms of Reference

**Appendix 2** – PSSC Membership

**Appendix 3** - Report on Professional Skills content and delivery based on feedback for the 2020/2021 CPD year