



Professional Skills Sub-committee (PSSC)

Conference call: **Thursday 29 October Time: 12.45 – 13.00**

Attendees:	Malcolm Slee (Chair/MS), Sally Calder (SC), Graham Black (GB) Jenni Stott (JS)
Invitees:	Sonal Shah (SS)
Executive Staff:	Fiona Goddard (FG), Mairi MacIntyre (MM), Victoria Campbell (VC)

FG summarised the progress update (*attached to email sent on 28/10/2020*).

Content

The content would be released in three phases:

- Mid to late November would be the first release of items 1 to 11. FG asked the group for **feedback on items 8 to 11 by Wednesday 4 November**.
- The Toolkit would also be available, delivering the phase one material. Updates would be made to the Toolkit when new content was released.
- Second release scheduled for January/February 2021 with a third release planned for May/June 2021.

FG added that the phased release and Toolkit availability was communicated at the annual CPD Co-ordinators event on 23 September; and any future communication would be aligned with the first release using the usual communication tools e.g. newsletters, IFoA website, etc.

Webinars (replacing the face-to-face events)

- FG highlighted the webinars that have been provisionally scheduled for 2021. The schedule includes an online **workshop style event for NEDs** in December 2020 - this is the content used at the NED event in London in 2019 and adapted for online delivery. The content is also being adapted for a wider audience for a webinar early 2021.
- The other 2021 webinars would **focus on the JFAR hotspots**. This subject was prompted by member feedback from previous Professional Skills webinars.
- One of the webinars would be on the **'climate-related risk' hotspot**. The subject felt appropriate due to the amount of activity that the IFoA are involved in and the President-elect, Louise Prior's, focus in this area.
- Format would likely involve: a panel discussion, paper-based case study, poll questions and a Q&A. **Professional Skills videos would not be used**.
- Looking to work closely with JFAR members who have been involved in identifying the hotspots. FG confirmed that the JFAR members responded positively to the proposed webinars and have offered their assistance with the content.

- MS sought feedback from the August Professional Skills webinar. SC, JS and FG fed back that the event went really well. VC to circulate the feedback from members on both the 19 May and 12 August webinars ***[attached to email sent on 29/10/2020]***.
- FG advised that the IFoA is currently looking at a charging structure for its events and it is proposed that there would be a charge of £25 to attend future professional skills webinars. An exception to charging would be, for example, if the IFoA was raising awareness of a new standard/regulatory updates. It was agreed that criteria for charging should be clearly communicated.

AOB

SS informed the group that she is working alongside the IFoA's markets development consultant in India to develop case studies that are relevant to the Indian market.