

HUMAN RESOURCES | COURSE BROCHURE

Succession Planning and Talent Pools

5 days | Classroom training | English

SMART HORIZON

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Course content

Why attend

Organisations need ready successors for critical roles to avoid disruption when leaders leave. This course explains how to identify critical roles, assess potential, build talent pools, design accelerated development, run talent review meetings and measure succession readiness across the organisation.

Vacancies in key roles can stall strategy. You will learn to build a succession process that keeps leadership pipelines full.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

Talent review simulations, critical role analysis, development planning and case studies.

Course objectives

By the end of this course, participants will be able to:
• Identify critical roles and succession risks
• Assess performance and potential
• Build talent pools rather than single successors
• Design accelerated development plans
• Run talent review meetings
• Measure succession readiness

Target audience

This course is suitable for:
• HR and talent managers
• Senior leaders
• HR business partners
• Organisational development professionals
• Family business owners



Course content

Target competencies

Participants will develop competencies in:

- Critical role analysis
- Potential assessment
- Talent review facilitation
- Development design
- Succession metrics

Course outline

Day 1: Succession Planning Today

09:00–10:08	Why succession matters
10:08–11:00	Talent pools versus replacement charts
11:00–11:30	**Coffee break**
11:30–11:45	Talent pools versus replacement charts (continued)
11:45–12:53	Risks
12:53–14:00	Exercise

Day 2: Critical Roles

09:00–10:08	Identifying critical roles
10:08–11:00	Risk assessment
11:00–11:30	**Coffee break**
11:30–11:45	Risk assessment (continued)
11:45–12:53	Success profiles
12:53–14:00	Workshop

Day 3: Assessing Potential

09:00–10:08	Potential models
10:08–11:00	Assessment tools
11:00–11:30	**Coffee break**



Course content

11:30–11:45	Assessment tools (continued)
11:45–12:53	Bias
12:53–14:00	Simulation

Day 4: Development

09:00–10:08	Accelerated development
10:08–11:00	Rotations and projects
11:00–11:30	**Coffee break**
11:30–11:45	Rotations and projects (continued)
11:45–12:53	Mentoring
12:53–14:00	Exercise

Day 5: Talent Reviews

09:00–10:08	Running reviews
10:08–11:00	Readiness metrics
11:00–11:30	**Coffee break**
11:30–11:45	Readiness metrics (continued)
11:45–12:53	Communicating with talent
12:53–14:00	Action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (GBP)
Amsterdam Confirmed dates	9 Nov 2026	13 Nov 2026	**£2,540.–**
Online Confirmed dates	9 Nov 2026	13 Nov 2026	**£1,250.–**
Dubai Confirmed dates	30 Nov 2026	4 Dec 2026	**£3,150.–**
Online Confirmed dates	30 Nov 2026	4 Dec 2026	**£1,250.–**
London Confirmed dates	4 Jan 2027	8 Jan 2027	**£2,450.–**
Online Confirmed dates	4 Jan 2027	8 Jan 2027	**£1,250.–**
Cape Town Confirmed dates	25 Jan 2027	29 Jan 2027	**£1,890.–**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**£1,250.–**
Istanbul Confirmed dates	15 Feb 2027	19 Feb 2027	**£2,650.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	15 Feb 2027	19 Feb 2027	**£1,250.–**
Rome Confirmed dates	1 Mar 2027	5 Mar 2027	**£2,450.–**
Online Confirmed dates	1 Mar 2027	5 Mar 2027	**£1,250.–**
Cape Town Confirmed dates	22 Mar 2027	26 Mar 2027	**£1,890.–**
Online Confirmed dates	22 Mar 2027	26 Mar 2027	**£1,250.–**
Rome Confirmed dates	12 Apr 2027	16 Apr 2027	**£2,450.–**
Online Confirmed dates	12 Apr 2027	16 Apr 2027	**£1,250.–**
Frankfurt Confirmed dates	3 May 2027	7 May 2027	**£2,650.–**
Online Confirmed dates	3 May 2027	7 May 2027	**£1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Vienna Confirmed dates	24 May 2027	28 May 2027	**£2,940.-**
Online Confirmed dates	24 May 2027	28 May 2027	**£1,250.-**
Dubai Confirmed dates	7 Jun 2027	11 Jun 2027	**£3,150.-**
Online Confirmed dates	7 Jun 2027	11 Jun 2027	**£1,250.-**
Barcelona Confirmed dates	28 Jun 2027	2 Jul 2027	**£2,840.-**
Online Confirmed dates	28 Jun 2027	2 Jul 2027	**£1,250.-**
Kuala Lumpur Confirmed dates	19 Jul 2027	23 Jul 2027	**£1,450.-**
Online Confirmed dates	19 Jul 2027	23 Jul 2027	**£1,250.-**
Barcelona Confirmed dates	9 Aug 2027	13 Aug 2027	**£2,840.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	9 Aug 2027	13 Aug 2027	**£1,250.-**
Dubai Confirmed dates	30 Aug 2027	3 Sept 2027	**£3,150.-**
Online Confirmed dates	30 Aug 2027	3 Sept 2027	**£1,250.-**
London Confirmed dates	13 Sept 2027	17 Sept 2027	**£2,450.-**
Online Confirmed dates	13 Sept 2027	17 Sept 2027	**£1,250.-**
Paris Confirmed dates	4 Oct 2027	8 Oct 2027	**£2,860.-**
Online Confirmed dates	4 Oct 2027	8 Oct 2027	**£1,250.-**
Cape Town Confirmed dates	25 Oct 2027	29 Oct 2027	**£1,890.-**
Online Confirmed dates	25 Oct 2027	29 Oct 2027	**£1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Rome Confirmed dates	15 Nov 2027	19 Nov 2027	**£2,450.-**
Online Confirmed dates	15 Nov 2027	19 Nov 2027	**£1,250.-**
Vienna Confirmed dates	6 Dec 2027	10 Dec 2027	**£2,940.-**
Online Confirmed dates	6 Dec 2027	10 Dec 2027	**£1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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View the latest course details online