

Joint Surrey/Sussex Police Pension Board

Agenda			
Department/Division:	Pensions Dept. Surrey & Sussex Police		
Location of meeting:	Via Microsoft Teams		
Date:	Thursday 26 th June 2025	Time:	14:00 – 16:00
	Name	Initial	Role
Meeting Chair:	Iain McCulloch	IM	CFO, Office of the Sussex PCC
Board Members:	Kelvin Menon	KM	CFO, Office of the Surrey PCC
	Peter Appleton	PA	Executive Director Commercial & Financial Services
	Angela Packebusch	AP	People Services Operations Manager, Surrey & Sussex Police
	Adrian Rutherford	AR	Director of People Services, Surrey & Sussex Police
	Carwyn Hughes	CH	Head of Forensics, Surrey & Sussex Police
	Matt Barcraft-Barnes	MBB	Superintendent's Association, Surrey Police
	Stuart Hale	SH	Superintendent's Association, Sussex Police
	Daren Pemble	DP	Federation, Surrey Police
	Raff Cioffi	DC	Federation, Sussex Police
	Simon Lambert	SL	NARPO, Surrey
	Graham Bradley	GB	NARPO, Sussex
Substitute:			
Scheme Managers:	Tim De Meyer	TDM	Chief Constable, Surrey Police
	Jo Shiner	JS	Chief Constable, Sussex Police
Board Advisors:	Jo Langley	JL	
	Judith Sarpong	JS	
	Shelia Love	SL	Joint Pension Team, Surrey & Sussex Police
	Isobel Tait	IT	
	Ricardo Herrera-Delgado	RHD	Head of Financial Accounting, Surrey & Sussex Police
	Natalie Bevan	NB	Senior Client Relationship Manager, XPS
	Graeme Hall	GH	Head of Public Sector Relations, XPS
	Kevin Shiel	KS	Head of Public Sector Business Development, XPS
Minutes:	Rachel Lupanko	RL	Office Manager, OPCC
Guests	Ian Clarke	IC	Head of People Operations
	TA		Member of the public and scheme member
Apologies:	Raff Cioffi, Shelia Love & TA		

Part 1 – Open Session			
Item			Owner
1	Introduction and Apologies (5 minutes) - Declaration by the Chair that the meeting is quorate. - Apologies for absence and welcome to Guests - Conflicts of Interest		Chair
2	Pension Administrator Summary (25 minutes) XPS quarterly update report to the Board to include - Data & Dashboards Update - Scheme Opt out stats - Data Protection Additional comments and queries raised by exception	Paper Verbal	NB/GH All
3	Minutes / Actions from Previous Meetings (10 minutes) To agree the minutes and actions of previous meetings Progress on actions log	Paper Paper	Chair
4	Pension Team Update and Remedy Update (25 minutes) Update & Remedy: - Update Surrey & Sussex Police - Scheme Sanction Charges - Contingent Decisions/quarterly requests - NPCC Police Pension Bulletins & Tax information - Ill Health Reviews - RSS Return/Issuance Plan - Compensation Claims - Reported Breaches - I-Connect - Pensions Dashboard - National Update NPCC Scheme Managers Steering Group & Scheme Advisory Board (SAB) Updates Workplan: - Review of upcoming quarter - GAD valuation 2024 Data Specification - Annual Tax Workshops	Paper	JS
5	Employee representative feedback (10 minutes) - Employee side representatives to feedback on activities to encourage membership of pension scheme and reduce opt outs. - Member feedback on administration of the scheme	Verbal	Employee Reps
6	Risk Register (10 minutes) Review of Risk Register	Paper	Chair

Part 1 – Open Session			Owner
Item			
7	Annual Review of Board Policies and Procedures (10 minutes): a) Terms of Reference b) Conflict of Interest Policy & Procedure c) Knowledge & Understanding Policy d) DP, GDPR & information Security Policy & Procedure e) Code of Conduct f) Reporting Breaches Policy & Procedure g) Budget, Fees & Expenses Policy & Procedure	Papers	Chair
8	Pension Board Training (5 minutes)	Paper	Chair
9	AOB (5 minutes) Parliamentary Questions Letter from Torsten Bell MP, Minister for Pensions NARPO Recruitment Letter	Paper Attached Verbal	Chair GB
10	Date of next meeting – 1st October 2025	Verbal	Chair

Future meetings are planned for the following dates:

18/12/2025 25/03/2026