

## Joint Surrey/Sussex Police Pension Board

Agenda			
<b>Department/Division:</b>	Pensions Dept. Surrey & Sussex Police		
<b>Location of meeting:</b>	Via Microsoft Teams		
<b>Date:</b>	Wednesday 3 <sup>rd</sup> June 2026	<b>Time:</b>	14:00 – 16:00
	Name	Initial	Role
<b>Meeting Chair:</b>	Raff Cioffi	RC	Federation, Sussex Police (Deputy Chair)
<b>Board Members:</b>	Kelvin Menon	KM	CFO, Office of the Surrey PCC (Chair)
	Iain McCulloch	IM	CFO, Office of the Sussex PCC (Chair)
	Peter Appleton	PA	Executive Director Commercial & Financial Services, Surrey & Sussex Police
	Angela Packebusch	AP	People Services Operations Manager, Surrey & Sussex Police
	Adrian Rutherford	AR	Director of People Services, Surrey & Sussex Police
	Becky Molyneux	BM	T/Detective Chief Superintendent, Surrey Police
	Matt Barcraft-Barnes	MBB	Superintendent's Association, Surrey Police
	Richard McDonagh	RM	Superintendent's Association, Sussex Police
	Daren Pemble	DP	Federation, Surrey Police (Deputy Chair)
	Simon Lambert	SL	NARPO, Branch Secretary Surrey
	Graham Bradley	GB	NARPO, Branch Secretary Sussex
<b>Substitute/s:</b>			
<b>Scheme Managers:</b>	Tim De Meyer	TDM	Chief Constable, Surrey Police
	Jo Shiner	JS	Chief Constable, Sussex Police
<b>Board Advisors:</b>	Jo Langley	JL	Joint Pension Team, Surrey & Sussex Police
	Judith Sarpong	JSp	
	Shelia Love	SL	
	Isobel Tait	IT	
	Chloe Cook Richardson	CCR	
	Ricardo Herrera-Delgado	RHD	
	Natalie Bevan	NB	Senior Client Relationship Manager, XPS
<b>Minutes:</b>	Ellie Bonnet	EB	Secretary, People Services, Sussex Police
<b>Guests</b>	Ian Clarke	IC	Head of People Operations, Sussex Police
	Matt Dodds	MD	Pensions Dashboard Programme Leader, XPS
<b>Apologies:</b>	CC Tim De Meyer, Kelvin Menon, Iain McCulloch, Graham Bradley, Chloe Cook Richardson & Judith Sarpong		

Part 1 – Open Session			Owner
Item			
1	<b>Introduction and Apologies (5 minutes)</b> <ul style="list-style-type: none"> <li>• Declaration by the Chair that the meeting is quorate.</li> <li>• Apologies for absence and welcome to Guests</li> <li>• Conflicts of Interest</li> </ul>	Verbal	Chair
2	<b>Pension Administrator Summary (35 minutes)</b> XPS quarterly update report to the Board to include <ul style="list-style-type: none"> <li>• Pensions Dashboard</li> <li>• RSS Return/Issuance Plan</li> <li>• Data &amp; Dashboards Update</li> <li>• Complaints</li> </ul> Additional comments and queries raised by exception	Presentation  Paper	MD  NB  All
3	<b>Minutes / Actions from Previous Meetings (10 minutes)</b> To agree the minutes and actions of previous meetings Progress on actions log	Paper  Paper	Chair
4	<b>Pension Team Update and Remedy Update (25 minutes)</b> <b>Update &amp; Remedy:</b> <ul style="list-style-type: none"> <li>• Update Surrey &amp; Sussex Police</li> <li>• Scheme Sanction Charges</li> <li>• Contingent Decisions/quarterly requests</li> <li>• NPCC Police Pension Bulletins &amp; Tax information</li> <li>• Ill Health Reviews</li> <li>• Compensation Claims</li> <li>• Reported Breaches</li> <li>• National Update NPCC Scheme Managers Steering Group &amp; Scheme Advisory Board (SAB) Updates</li> </ul> <b>Workplan:</b> <ul style="list-style-type: none"> <li>• Review of upcoming quarter</li> </ul>	Paper	AP/SL
5	<b>Retire and Rejoin Scheme (10 minutes)</b>	Paper	AP
6	<b>Employee representative feedback (10 minutes)</b> <ul style="list-style-type: none"> <li>• Employee side representatives to feedback on activities to encourage membership of pension scheme and reduce opt outs.</li> <li>• Member feedback on administration of the scheme</li> </ul>	Verbal	Employee Reps
7	<b>Risk Register (10 minutes)</b> <ul style="list-style-type: none"> <li>• Review of Risk Register</li> </ul>	Paper	AP
8	<b>Annual Review of Board Policies and Procedures (5 minutes):</b> <ol style="list-style-type: none"> <li>Terms of Reference</li> <li>Conflict of Interest Policy &amp; Procedure</li> <li>Knowledge &amp; Understanding Policy</li> <li>DP, GDPR &amp; information Security Policy &amp; Procedure</li> <li>Code of Conduct</li> <li>Reporting Breaches Policy &amp; Procedure</li> <li>Budget, Fees &amp; Expenses Policy &amp; Procedure</li> </ol>	Papers	Chair

Part 1 – Open Session			Owner
Item			
9	Pension Board Training (5 minutes)	Paper	Chair
10	AOB (5 minutes)	Verbal	Chair
11	Date of next meeting – 10 <sup>th</sup> September 2026 at 14:00	Verbal	Chair

Future meetings are planned for the following dates:

09/12/2026

10/03/2027