

Minutes**Title: Police Pension Board (Officer)****Date:** Wednesday 30/11/16 at 10am**Location:** Mason Room, Mount Browne**Chair: Huw Williams****Attendees:**

Ian Perkin CFO OPCC, (Chairman)

Huw Williams Federation, (Deputy Chairman)

Paul Bundy Chief Finance Officer Surrey Police,

Bill Davis Head of Employee Services for Surrey & Sussex Police

Tony Suter Scheme Member,

Rachel Lupanko Office Manager OPCC (Minutes),

Jo Guy Technical Lead Surrey Police.

| ITEM | NOTES | ACTIONS / OWNER |
|------|---|-----------------------------------|
| 1 | <p>Welcomes & Apologies</p> <p>The Chair welcomed Supt Chris Moon to the meeting who was attending on behalf of Charlie Doyle who had sent his apologies and Insp. Simon Patter from the Federation.</p> | |
| 2 | <p>Conflicts of Interests:</p> <p>The Chair asked if anyone wished to declare a conflict of interest – none were declared.</p> | |
| 3 | <p>Minutes of the last meeting:</p> <p>The Board were happy to approve the minutes.</p> | |
| 4 | <p>Review of actions and decisions:</p> <p>Action 35 – Copy of Barristers opinion from the last Injury Award review to be shared with the Board – not able to obtain copy without incurring additional costs – IP made notes at the time and will share these with the Board</p> <p>Action 52 – PCC's Scheme of Delegation – This is currently being reviewed by AB and will be distributed to the Board once final approval received.</p> <p>Action 54 – GAD Computations – All cases now dealt with – Closed</p> <p>Action 58 – Equinity quarterly reports – All personal info now removed from reports - Closed</p> | <p>IP</p> <p>IP</p> |

| ITEM | NOTES | ACTIONS / OWNER |
|------|--|-----------------|
| | <p>Action 65 - Legal challenge re pension reforms – This is a work in progress with an expected case hearing in the summer of 2017. All Forces had been asked to identify test cases and a number had done so, Surrey did not. There were approx. 7000 individual claims. An update will be sent to all Forces through Weightmans – to remain as an open action.</p> <p>Action 66 – Internal Dispute resolution Process – See item 7 on this Agenda - Open</p> <p>Action 67 – Pension Query – Letter written and sent - Closed</p> <p>Action 68 – See item 10 on this Agenda - Closed</p> <p>Action 69 – Equity complaint - See item 14 on this Agenda - Open</p> | BD |
| 5 | <p>Risk and Issue Register:</p> <p>The register was reviewed and 3 items with review dates of October 16 were discussed:</p> <p>Written reports and quarterly presentations by administrator to scheme manager – written reports received quarterly - to be reviewed again in October 2017</p> <p>Excessive Charges by suppliers for Pension Splitting forecasts – the Board were advised that the current contract will be up for tender soon, there is the possibility of carrying out a joint tender process with Sussex and/or the South East Region for the new contract and the question of additional charges could be included in the new tendering spec.</p> <p>Action 70 – PB to investigate the possibilities and report back to the Board at the next meeting.</p> <p>Conflicts of Interest – Conflicts of interest will be reviewed at each meeting and any conflicts to be recorded as per the TOR. – to be reviewed again in October 2017</p> | PB |
| 6 | <p>Public Service pension schemes self- assessment tool:</p> <p>The Board were advised that this tool was for them to use to enable them to broaden their knowledge and to see where the gaps in their knowledge might be.</p> <p>All Members were requested to complete the Pensions Regulators online training for Pension Board Members if they had not already done so before the next meeting.</p> | |

| ITEM | NOTES | ACTIONS / OWNER |
|------------|--|---|
| 6 cont. | <p>Action 71 - All members who have not yet completed the online training to do so before the next meeting and to carry out an annual refresher of the online training in January of each year. Once completed a copy of their certificate to be sent to RL who will update the training log.</p> <p>Link to online training to be sent to those Members who have requested it.</p> <p>A question was raised relating to the Boards ability to have confidence in the quality of data held by Equinity and it was confirmed that when the records had originally been transferred from the previous supplier no data check had been completed, this was because it was assumed at that time that the computer records would be correct. To complete this type of data check would have been time consuming and expensive and it was decided that it was unnecessary. The Board agreed that on balance you had to weigh up the cost of doing this piece of work against the number of possible errors that might come to light as a result. Paper files are only usually checked when an Officer puts in for retirement, It was suggested that perhaps a check of the paper file could be carried out between 2 to 5 years prior to the date of retirement.</p> <p>Action – 71 Contact Equinity to find out the cost of providing this service</p> | <p>ALL</p> <p>RL</p> <p>IP</p> |
| 7 | <p>Internal Dispute Resolution Process:</p> <p>JG advised the Board that this paper had been written but due to IT issues the paper was currently inaccessible. This should be rectified within a couple of days.</p> <p>Action 66 – Distribute IDR paper to the Board as soon as it has been recovered.</p> | <p>JG</p> |
| 8 | <p>Commutation Payments:</p> <p>The Home Secretary has taken the decision to remove the current restrictions on commutations and intends to amend the police pension's regulations to reflect this decision. This will allow officers with 25 & 30 years of service in the 1987 scheme to commute up to 25% of their total pension benefits under certain conditions.</p> <p>The Board agreed that if they are to be responsible for making decision on any requests received, they would need to be clear on the conditions under which the request could be allowed, the cost to the Force, appeal process etc. etc. Also, was there an opportunity for Police staff to be offered similar opportunities?</p> | |

| ITEM | NOTES | ACTIONS / OWNER |
|------------|---|--|
| 8 Cont. | <p>Action 72 - Find out what Sussex and the South East Region are planning to do and report back to the Board at the next meeting</p> <p>Consider possible conditions under which request might be considered by the Board - to be discussed further outside of the meeting and a paper to be brought back to the Board at the next meeting.</p> <p>Add to next Agenda</p> | <p>BD</p> <p>HW/TS/BD</p> <p>RL</p> |
| 9 | <p>AOB:</p> <p>Links into item 10 on the Agenda - BD informed the Board that he had attended the Sussex Pension Board where issues around of Pension Statements had been discussed and the question had been asked; <i>is the reason people struggle to understand their pension statements stem from a lack of education around what the information shows or a reflection of the level of information contained within the statement?</i> Sussex are to carry out a piece of work around this. It was noted that the statements that the Surrey officers receive from Equinity are a lot easier to understand but some additional education around this might be helpful in the future.</p> <p>PB informed the Board that a query had arisen regarding allowances paid whilst on maternity leave, this is being looked into and the outcome may have a link to pensions.</p> | |
| 10 | <p>Equinity:</p> <p>The Chair welcomed David Hewitt from Equinity who joined the meeting via conference call and introductions were made around the table.</p> <p>a) Quarter 2 Report – a question was raised regarding the drop in performance for a couple of the service levels – David explained that this was due to the disruption caused by the office move, everything was now back to the normal and any outstanding issues had been dealt with. The Board noted that a lot more calls had been received at the very end of August and asked if these calls were related to the pension statements that were due on the 1st of September. David explained that the statements had all been posted via 2nd class post on the same day, some had arrived the following day (before the due date of the 1st of September) and some not until a week later, 50% of the calls were from people querying the figures they had received on their statements and 50% chasing their missing statements.</p> | |

| ITEM | NOTES | ACTIONS / OWNER |
|-------------|---|--|
| 10 Cont. | <p>The Federation had received one other query relating to a pension statement, this will be forwarded on to enable Equinity to look into this case.</p> <p>The Chair thanked David for his contribution to the meeting and the call was terminated at this point.</p> | HW/JG |
| 11 | <p>Date of next meeting: Agreed as 09/02/17 at 2pm.</p> | |
| 12 | <p>Exclusion Notice: <i>Under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information under paragraph 1 of Part 1 of Schedule 12A of the Act.</i> Paragraph 1 - Information relating to any individual</p> | |
| 13 | <p style="text-align: center;"><u>PART TWO</u> <u>IN PRIVATE</u></p> <p>GAD Computations: It was confirmed that all outstanding cases were now dealt with, the Chair thanked JG and her team for all their hard work – Action 54 Closed.</p> | |
| 14 | <p>Complaint: This matter had now been fully investigated by Equinity and the Members employment history and pension contributions has been confirmed. The Board acknowledged that the Officer was only entitled to what he had paid in over the years and although he had a responsibility to check his pension service record on which his pension forecast was based, because he had been assured by Equinity several years ago when he queried the forecast figures that they were correct, the Board felt that Weightmans suggestion that he should be paid £500 to compensate him for the distress caused, should in this particular case be increased to £750. The Board were informed by Weightmans that the recommended range of awards agreed by the Pension Ombudsman for cases of this type is from £500 to £1000.</p> <p>Action 69 – send Members address to Chairman.</p> <p>Chairman to instruct solicitor to write to Member regarding compensation agreed by the Board.</p> | <p style="text-align: center;">JG IP</p> |

The meeting closed at 11.48am.