

Joint Surrey/Sussex Police Pension Board

| Agenda | | | |
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| Department/ Division: | Pensions Dept. Surrey & Sussex Police | | |
| Location of meeting: | Via Microsoft Teams | | |
| Date: | Wednesday 1 st October 2025 | Time: | 15:00 – 17:00 |
| | Name | Initial | Role |
| Meeting Chair: | Raff Cioffi | RC | Federation, Sussex Police (Deputy Chair) |
| Board Members: | 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 |
| | 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 (Deputy Chair) |
| | Simon Lambert | SL | NARPO, Branch Secretary Surrey |
| | Graham Bradley | GB | NARPO, Branch Secretary Sussex |
| Substitute/s: | | | |
| Scheme Managers: | Tim De Meyer | TDM | Chief Constable, Surrey Police |
| | Jo Shiner | JS | Chief Constable, Sussex Police |
| Board Advisors: | Jo Langley | JL | |
| | Judith Sarpong | JSp | |
| | Shelia Love | SL | |
| | Isobel Tait | IT | Joint Pension Team, Surrey & Sussex Police |
| | Chloe Cook Richardson | CCR | |
| | Ricardo Herrera- Delgado | RHD | Head of Financial Accounting, Surrey & Sussex Police |
| | Natalie Bevan | NB | Senior Client Relationship Manager, 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 |
| Apologies: | Adrian Rutherford, Chloe Cook Richardson, Iain McCulloch & Tim De Meyer | | |

| Part 1 – Open Session | | | Owner |
|-----------------------|--|---------------------|---------------|
| Item | | | |
| 1 | Introduction and Apologies (5 minutes) <ul style="list-style-type: none"> • Declaration by the Chair that the meeting is quorate. • Apologies for absence and welcome to Guests • Conflicts of Interest | | Chair |
| 2 | Minutes / Actions from Previous Meetings (10 minutes) To agree the minutes and actions of previous meetings Progress on actions log | Paper Paper | Chair |
| 3 | Pension Administrator Summary (25 minutes) XPS quarterly update report to the Board to include <ul style="list-style-type: none"> • Data & Dashboards Update • Scheme Opt out stats • Data Protection Additional comments and queries raised by exception | Paper Verbal | NB All |
| 4 | Pension Team Update and Remedy Update (25 minutes) Update & Remedy: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • Review of upcoming quarter • GAD valuation 2024 Data Specification • Annual Tax Workshops | Paper | AP/JS |
| 5 | Employee representative feedback (10 minutes) <ul style="list-style-type: none"> • 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) <ul style="list-style-type: none"> • Review of Risk Register | Paper | AP |

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|-----------------------|---|--------|-------|
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| 7 | Pension Board Training (5 minutes) | Paper | Chair |
| 8 | AOB (5 minutes) | Verbal | Chair |
| 9 | Date of next meeting - 18 th December 2025 | Verbal | Chair |

Future meetings are planned for the following dates:
25/03/2026