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# Hampshire Constabulary

RESTRICTED

Page 1 of 6

## Police Pension Board Minutes

**Date:** Thursday 13<sup>th</sup> June 2019  
**Time:** 0900 hrs  
**Location:** Ground Floor Conference Room, Mottisfont  
**Attendees:** Richard Croucher – Chairman  
Ben Pratt – Corporate Comms  
Garry Smith – Federation  
Nigel LeCointe – Supt Assoc (on phone)  
Brian Woodhall – Hampshire Branch NARPO  
Fiona Collier – Deputy NARPO representative  
Richard Andrews – OPCC  
Paul Robertson – Occ Health  
Jenni Letheren – HCC  
Gemma McNamara – Pensions Admin  
Amanda Gomer – Chief Officer Group Support  
**Apologies:** ACC Ben Snuggs, Supt Jo Smith, Andy Lowe

### 1. Welcome & Introductions

Richard Croucher (RC) welcomed everyone and declared the meeting as quorate.

### 2. Apologies for Non-Attendance

As above.

### 3. Conflicts of Interest

There were no declarations of a conflict of interest.

### 4. Pensions Administrator Update – Gemma McNamara



Police Pension  
Board Pack June 201

Gemma presented the report.

Highlighted was workflow processes 89% within 5 days, SLA 15 working days.

Gemma confirmed there was more contact around Police Pensions but there needs to be a deep dive into more common words. Gemma also confirmed that they were responding to HR enquiries by phoning straight back to give the Pension Services number.

RA asked about the satisfaction survey (Low 1-3) and if cases are being picked up on an individual basis. JL has access to data in the last three months.  
GS enquired about the percentage of enquiries such as “I am thinking of leaving how to do it – vs – I have left/leaving now”. GM confirmed that those enquiries relating to “leaving now” are very small. The team are proactively contacting individuals.

## **5. Leavers Process – Richard Croucher**



RC talked through the leavers process chart.

## **6. Pension Services Report – Richard Croucher**



PR stated that it was the assumption of most police officers that they will be getting their pension on the day they retire. However if they submit a declaration form this can delay the payment. This needs to be advertised as most officers won't know. There is a form on the intranet and there needs to be one on the internet for deferred members too.

It was asked if there was a deliberate management decision based on staff numbers and is there confidence to stay within SLA next year. There has been an increase in volume but a promise not to let service slip to existing customers.

The GMP was completed in 2015.

The plan is to roll out the member's portal to all officers early July and not print annual benefit statements. It was confirmed people can opt out of on-line system and for NARPO pensioners nothing will change. Pensioners can opt-in if they wish and there will be comms in the next year's newsletter. RC will send to NARPO to distribute. NARPO HQ will pay for a letter which has been agreed with Pension Services.

FC will liaise with Lois at Pension Services.

GM offered straplines on IBC Enquiries.

RC raised that there is a Supt Association meeting on 9<sup>th</sup> October and the annual allowance letter should be received by 6<sup>th</sup> October with a strict deadline. It will be posted and published on-line on the portal and this will be confirmed to Sarah (Supt Jackson).

## **7. Minutes of last meeting**

The minutes were agreed as accurate.

## **8. Actions Log**



**Action 60: Closed.** All AD85's over 6 years old have been deleted. There is new system of recording and these cannot be deleted. The deleted records leaves a legacy and the only hope is GP records. Not the most thought through decision regarding injury awards. BW advised all forces nationally had done the same and NARPO has raised the issue to Police Chiefs Council. RC asked the board if this should be added to the risk register. Could be organisational risk as will have to assume AD83 was submitted as cannot prove otherwise. Action 60 CLOSED – RC will discuss risk log with Strategic Risk & Learning Board. Another question was around Asbestos risk as all manual registers removed and updated on-line (possibly not correct) and the risk registers were thrown away. Asbestos related registers/records should be kept for 60 years.

**Action 62: Remain Open.** Currently working on a case file example which has been suggested would hopefully go to court but not got that far yet.

**Action 65: Closed.** Discussion had ref stats – do we have case studies to disagree? IBC more efficient and dovetails into this. Ill Health process seems to be okay and HR have a good flow with case workers.

**Action 67: Closed.**

**Action 70: Injury awards – Remain Open.** The rules do not require anyone to attend anything. The letter has not gone live yet, but will offer the opportunity for individuals to come in for a review of the injury award. No expectation for individuals to come forward if they have made a recovery. PR asked if there is a database to highlight individuals. The process is flawed as there is a lot of risk attached and RC advised that medical practitioners do not want to engage. There may need to be reassurance to medical practitioners that they did not get it wrong at the time and it's now just a sub review having seen what we know now would the award be different. There is a regulation and we have to have a process for reviewing it which means it is sensible to send everyone a letter inviting individuals to come in for a review that meets the criteria. If individuals choose not to respond then that is the end of it. It will be expected that there will be 208 letters.

BW shared a draft policy going to NPCC which has not yet gone to COG yet as comments still need to be reviewed ref discrimination.

**Action 72: Closed.** Meeting to be held at Mottisfont/Winchester once a year in future.

**Action 73: Financial Vulnerability - Remains Open.** This request will have to go to Pensions Admin. Send monthly reports on who has opted out and JL team will work out who are students.

**New Action:** To be included in report when supplied.

**Action 74: PMAS Retirement course – Closed.** There are 4 x courses per year with 18-56 attendees (HC/TVP/Staff) and individuals' book on via the learning portal. Anyone planning on retiring in the next two years can attend. It was discussed that it was not equipped for HC officers. Helen Gunner has an action from the CC There has been a delay in doing the paper for the Chief. There is a pilot from an outside company but needs more content adding to it (interview technique/CV writing/health & wellbeing).

Local authorities run a 5 day course and armed services run 7 week courses including 2 weeks work experience but there is a cost to get it. HCC will assist and we can look at running our own course with our own people. BW advised that NARPO and Federation

had input on day 2 of the course for “life after retirement” and they have done this for over 10 years.

PMAS run the course free of charge with no contract – RC and Helen Mears are working to set up a contract via procurement. It needs putting on a proper legal footing and we specify the content of the course to be delivered.

Helen Gunner/Helen Pratt/Helen Mears should be linked in. Organisations can apply to tender. BP suggested that as the profile of people changes we expected people to go off and then bring learning back into force. We need to be better at joiners and leavers.

BW added that NARPO signed up 6 new members from the Chief’s retirement event.

**New Action:** Ensure there is a new leaver process and that it covers pension elements as this is our responsibility as a Pensions Board.

JL suggested it would make more sense to run in house courses with just PMAS running a section of it. PR added there is a duty of care to all our retirees. The resettlement courses are no longer the pre-retirement course. Retired officer REDACTED and another retired officer also run an independent course. Federation would look at funding something else if needed.

## 9. Risk Management



Pension Board Risk  
Register v1.4.xls

RC overviewed the risk register.

RA asked about investments being a risk – RC reassured police pensions was not an issue.

Annual benefits statements now in a much better position.

## 10. Financial Vulnerability of staff and pensions numbers.

We currently have 2584 officers enrolled in the pension and not seeing huge numbers opting out. We are working with Pensions Admin for reports as discussed earlier.

## 11. AOB

PR asked if it is a requirement to produce an annual report.

**New Action:** JL to draft an annual report.

Training for Board Members.

**New Action:** RC to liaise with Kevin Courtney to arrange training session.

RC also advised there is an Ill-Health workshop and Injury Award event on 19<sup>th</sup> June and an email should be sent to see if anyone wishes to attend.

BW advised 6 people were contacted with vague responses, just need to make sure everyone is aware.

Amendment to Police and Fire Service regulations from 1<sup>st</sup> April people can pay extra contributions to make up, possibly maternity leave, in effect “buy back” between 2011-2014. This only applies to active members.

BW announced that this meeting would be his last attendance as he has been doing it for the past three years and it is time to stand down. There is a decision process underway to decide on a replacement. Fiona will become the substantive member.

Thanks were given to Brian for his support.

GS raised Widows Pension – 1987 pension scheme. There has been a change in regulations for female officers service prior to 1990 which has up-rated them to the same as their male colleagues. Home Office guidelines are if the uprate is available it can be paid in one go or in 5 year instalments. Awaiting guidance on discrimination from Home Office. We need to look at how much it will be in one lump sum, but only likely to be two people interested. This just applies to own personal contributions and not employers. There needs to be some expectation managed around what needs to be spent to what you will actually get back. Federation will respond but waiting on HO update and clarification. Presently it is just registering an interest for now before more detail can be provided.

Final update from BW in that NARPO celebrating 100 years anniversary with a celebration at Tower Bridge in the presence of Princess Anne.

**Date of next meeting:** Wednesday 11<sup>th</sup> September 2019 at 0930 hrs in Duke Room Netley