

Linton Park Pension Scheme (2011) (“the Scheme”) Defined Contribution (DC) section

Chair’s Statement at 30 June 2020

Investment governance

On behalf of the current Trustee Directors, the statement below relates to the governance of the DC section of the Scheme, in accordance with the Occupational Pension Schemes (Charges and Governance) Regulations 2015. This statement covers the period 1 July 2019 to 30 June 2020.

The Trustee of the Scheme is Linton Park Pension Scheme (2011) Trustee Limited whose Directors are:

Paul Canavan
Mark Freeriks
Amarpal Takk
Alan Trickey
Punter Southall Governance Services Limited (represented by Mark Homer)

Mark Homer has been appointed as Chair of the Trustee.

Governance of the default investment arrangement

The Trustee Directors are keen to ensure that Scheme assets are invested in the best interests of members and their beneficiaries. The Trustee Directors have adopted a Statement of Investment Principles which sets out the Trustee’s aims and objectives relating to the default investment strategy. This includes the Trustee’s policy on risk, return and the importance of environmental, social and governance issues, including climate change, when considering investments. The Statement of Investment Principles was reviewed and updated by the Trustee Directors in September 2020 and is attached to this statement.

The investment performance of the funds underlying the default investment strategy is reviewed annually. The Trustee Directors are satisfied that the investment performance (net of fees) remain consistent with the stated objectives for these funds.

The Trustee Directors undertook a full review of the default investment strategy in 2017. This review considered:

- whether the investment performance (net of fees) is in line with the default strategy’s objectives;
- the needs of the members based on their demographic profile; and
- the implications of changes to legislation and market developments.

Following this review, the Trustee Directors adopted a new default investment strategy (with effect from 7 July 2017). The fund range is managed by Royal London. The default investment fund is the Balanced Tracker Lifestyle Strategy – Target Cash. This is a lifestyle arrangement, whose target is based on a member accessing their pot at retirement as a cash lump sum. The Trustee Directors consider this to be consistent with the retirement option expected to be chosen by most members of the DC section, who also have pension benefits in the defined benefit section of the Scheme.

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Charges and transaction costs

The annual management charge for the default investment strategy is 0.49% per annum. All unit prices are stated after deducting management charges.

As an alternative to the default investment fund, members can select from two other balanced lifestyle strategies that target either an annuity or drawdown as options at retirement.

- Balanced Tracker Lifestyle Strategy – Target Annuity
- Balanced Tracker Lifestyle Strategy – Target Drawdown

As a further alternative, there are six ‘self-select’ investment funds.

- RLP/BlackRock Aquila Global Blend
- RLP Medium (10 year) Gilt
- RLP Medium (10 year) Index Linked
- RLP Deposit
- RLP Governed Portfolio 5 (Tracker)
- RLP/BlackRock Aquila Consensus

All of these funds are subject to the same annual management charge of 0.49% per annum.

In addition to these explicit member charges, members also incur transaction costs (incurred as a result of buying, selling, lending or borrowing investments). Royal London have detailed the following transaction costs for the year to the end-June 2020:

| Lifestyle Funds | Transaction Costs |
|---|-------------------|
| Balanced Tracker Lifestyle Strategy (Target Cash) – default fund | |
| Governed Portfolio 4 (Tracker) | 0.09% |
| Governed Portfolio 5 (Tracker) | 0.04% |
| Governed Portfolio 6 (Tracker) | 0.00% |
| RLP Deposit | 0.00% |
| Balanced Tracker Lifestyle Strategy (Target Annuity) | |
| Governed Portfolio 4 (Tracker) | 0.09% |
| Governed Portfolio 5 Annuity/DD (Tracker) | 0.04% |
| Governed Portfolio 6 Annuity/DD (Tracker) | -0.07% |
| RLP Annuity | 0.01% |
| Balanced Tracker Lifestyle Strategy (Target Drawdown) | |
| Governed Portfolio 4 (Tracker) | 0.09% |
| Governed Portfolio 5 Annuity/DD (Tracker) | 0.04% |
| Governed Portfolio 6 Annuity/DD (Tracker) | -0.07% |
| GRIP 3 (Tracker) | -0.05% |

These lifestyle funds are gradually switched from higher to lower risk portfolios/funds as a member gets closer to retirement (with Governed Portfolio 4 being the higher risk portfolio).

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| Other Funds | Transaction Costs |
|--|-------------------|
| RLP/BlackRock Aquila Global Blend | 0.02% |
| RLP Medium (10yr) Gilt | -0.26% |
| RLP Medium (10yr) Index Linked | -0.66% |
| RLP Deposit | 0.00% |
| Governed Portfolio 5 (Tracker) | 0.04% |
| RLP/BlackRock Aquila Consensus | 0.06% |

Some of these transaction costs are negative, which means that they improve the return from those investment funds instead of being a further cost. High transaction costs do not equal poor fund management and, similarly, higher negative transaction costs do not equal good fund management.

Royal London also operate a ‘ProfitShare’ system, with the stated aim of boosting members’ retirement savings by adding a share of their profits to individual members’ funds each year. Their stated aim is to apply a ProfitShare bonus of between 0.15% and 0.25% each year, depending on their financial results. This is in addition to normal investment returns. For the year-ended 31 March 2020, a ProfitShare bonus of 0.15% was declared. The Trustee Directors will continue to monitor the actual awards made each year.

Cumulative impact of costs and charges

The Trustee Directors have analysed the cumulative impact of the member-borne costs and charges within the investment funds for typical members of the Scheme. Results of the analysis are detailed in an Appendix.

Core financial transactions

The Trustee has a service level agreement in place with the administrator which covers all core transactions. The Trustee Directors receive and review reports from our administrators quarterly to monitor and ensure that core financial transactions are processed promptly and accurately (including a relevant review process), and are informed of any delays or errors in administration if applicable.

The reports include:

- investment of contributions into the Scheme;
- transfers of members’ assets between different investments within the Scheme;
- transfers of members’ assets into and out of the Scheme;
- payments from the Scheme to, or in respect of, members.

Regular contributions are deducted from members’ pay by the Employer(s) and paid directly to Royal London. Royal London allocate contributions to the relevant members and investment funds, with appropriate monitoring of adherence to timescales in place. Based on the reports provided by the administrators, the Trustee Directors are satisfied that during the Scheme year, there have been no significant delays in processing any of the above transactions for our members.

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Good value for money

The Trustee is required to undertake a Value for Money assessment for the Scheme. For a pension scheme to offer good value for money, the Trustee Directors expect to see certain qualities that are in line with the costs being charged. In particular, the elements the Trustee Directors consider in assessing whether the Scheme provides good value for members are:

- **Scheme governance and management**
- **Investment design and options**
- **Administration service**
- **Communications**
- **Charges**

Scheme governance and management

The Trustee Directors have appointed First Actuarial LLP as the administrator, including secretarial and consultancy support, Barnett Waddingham LLP as investment adviser and RSM UK Audit LLP as independent auditor. The governance of the Scheme is reviewed at every quarterly Trustee meeting and at regular Investment Sub-Committee meetings.

Investment design and options

The Trustee Directors wish to ensure that the investment fund options provide good value for members. Periodic reviews are undertaken to ensure the investment funds (net of fees) continue to deliver appropriate returns in accordance with the Scheme’s investment objectives set out in the Statement of Investment Principles.

Administration service

Royal London hold the membership data, with First Actuarial keeping skeleton member records and dealing with members on a day to day basis including when they wish to take their benefits or amend their investment choice (members also have the option of direct on-line access to their DC section benefits via the Royal London website). Royal London provide net promoter scores and First Actuarial have service level agreements in place and provide regular reports on the accuracy and timeliness of all core services. The administration reports demonstrate to the Trustee Directors that the Scheme is receiving the expected level of administration service.

In the light of the changes to retirement options introduced by legislation in 2015, the Trustee Directors made a decision to allow members to take a single lump sum at retirement as an alternative to the existing options of a tax-free lump sum and purchasing an annuity. It was decided not to allow income drawdown within the Scheme in view of the administrative implications; members can access drawdown by transferring to another pension arrangement of their own choice if they wish.

Communications

Scheme communications with members are tailored for the purpose required and are hence Scheme specific. Communication is primarily paper based, with the main regular communication being the annual benefit statement, including the Statutory Money Purchase Illustration. When dealing with individual members email is also used.

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At retirement, in addition to the details about a member’s options (including those from the defined benefit section), members receive the Money Advisory Service leaflet “Your pension it’s time to choose” and are also provided with details of the Pension Wise service. Members can also speak to an administrator on the telephone, by letter or e-mail, to discuss the information they have received and the options available to them.

Charges

The Employer(s) pay the cost of running the Scheme. The charges borne by the members are the investment fund annual management charges and transaction costs, as outlined above. The Trustee Directors consider that these charges are reasonably competitive in the current market.

Taking these elements into consideration the Trustee Directors are satisfied that the DC section continues to provide good value for members.

Trustee Knowledge & Understanding

It is important that the Trustee Directors continue to have sufficient knowledge and understanding to fulfil their duties. Some Trustee Directors are long-standing and experienced, with any new Trustee Directors undertaking training following their appointment. All Trustee Directors have a working knowledge of the Scheme’s documents, including the Trust Deed and Rules, Statement of Investment Principles and other policies.

Each Trustee Director maintains a personal training log detailing the relevant training (e.g. reading, discussion or courses) undertaken during the Scheme year. This includes their progress through the Trustee Toolkit, an on-line training resource provided by the Pensions Regulator, which helps assess individual learning needs and builds a personal development plan. Some training is delivered during Trustee meetings when the Trustee Directors are considering specific issues, the understanding of which is enhanced through training. Recent training received includes The Pensions Regulator’s consultation on its revised code of practice for defined benefit funding and Guaranteed Minimum Pension Equalisation.

Punter Southall Governance Services Limited (PSGS) is a professional trustee with experience across a wide range of DC arrangements and their staff undertake regular training and maintain training logs. PSGS is subject to an annual AAF audit that requires yearly reviews of training completed and continuing competence. PSGS hold copies of all scheme documents on their secure filing system and are required to have a working knowledge of them. The intention is to ensure that the professional trustee has a high level of knowledge and understanding which they are able to use when supporting the other trustees, exercising Trustee discretions and setting the Scheme’s strategic direction.

The Trustee Directors are supported by other independent and professional advisers who ensure that they are kept up to date on the latest legislative, regulatory and market developments that apply to the Scheme. These advisory appointments are also periodically reviewed.

The Trustee Directors believe that they have met the appropriate level of knowledge and understanding to properly exercise their responsibilities.

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How to contact the Trustee

If you have any further queries regarding the Scheme, please contact:

Linton Park Pension Scheme (2011) Trustee Limited
c/o First Actuarial LLP
Fosse House
182 High Street
Tonbridge
Kent TN9 1BE or e-mail lintonpark@firstactuarial.co.uk

Mark Homer

Mark Homer
Chair of Linton Park Pension Scheme (2011) Trustee Limited

January 2021

Attached: Statement of Investment Principles dated September 2020

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Appendix – Cumulative impact of costs and charges

The table below shows the cumulative impact of costs and charges (as set out in the main body of this Statement) for a typical member in the default fund.

| Projected Pension Pot in today's money | | |
|---|----------------|-----------------------------|
| Balanced Tracker Lifestyle Strategy (Target Cash) | | |
| Years | Before charges | After all costs and charges |
| 0 | £31,000 | £31,000 |
| 1 | £36,723 | £36,545 |
| 3 | £48,538 | £47,905 |
| 5 | £60,862 | £59,631 |
| 10 | £94,050 | £90,634 |
| 15 | £130,934 | £124,205 |
| 20 | £171,927 | £160,557 |
| 25 | £217,485 | £199,920 |
| 30 | £268,117 | £242,544 |
| 35 | £324,388 | £288,699 |
| 40 | £386,926 | £338,677 |

Assumptions:

1. Projected pension pot values are shown in today's terms and do not need to be reduced further for the effect of future inflation
2. The starting pot size is assumed to be £31,000
3. The starting salary is assumed to be £31,300
4. Inflation is assumed to be 2.5% each year
5. Contributions are assumed from age 25 to 65 and increase in line with assumed earnings inflation of 2.5% each year
6. The assumed total contribution rate is 16% of an average Contribution Salary each year
7. Values shown are estimates and are not guaranteed
8. Based on the average age of active members the typical default fund member is assumed to be invested in the Governed Portfolio 5 (Tracker) fund, with no lifestyling
9. The overall projected growth rate is 2.13% above inflation, which allows for the different types of assets that the Governed Portfolio 5 (Tracker) fund is invested in
10. No allowance has been made for ProfitShare

Linton Park Pension Scheme (2011)

Statement of Investment Principles

September 2020

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1. Introduction

- 1.1. This is the Statement of Investment Principles prepared by the Trustee of the Linton Park Pension Scheme (2011) (the Scheme). This statement sets down the principles which govern the decisions about investments that enable the Scheme to meet the requirements of:
 - the Pensions Act 1995, as amended by the Pensions Act 2004; and
 - the Occupational Pension Schemes (Investment) Regulations 2005 as amended by the Occupational Pension Schemes (Investment) (Amendment) Regulations 2010;
 - the Occupational Pension Schemes (Charges and Governance) Regulations 2015;
 - the Occupational Pension Schemes (Investment and Disclosure) (Amendment and Modification) Regulations 2018; and
 - the Occupational Pension Schemes (Investment and Disclosures) (Amendment) Regulations 2019.
- 1.2. In preparing this statement the Trustee has consulted Linton Park plc, the Principal Employer, and obtained advice from Barnett Waddingham LLP, the Trustee's investment consultants. Barnett Waddingham is authorised and regulated by the Financial Conduct Authority.
- 1.3. This statement has been prepared with regard to the 2001 Myners review of institutional investment (including subsequent updates), and Scheme Funding legislation.
- 1.4. The Trustee will review this statement at least every three years or if there is a significant change in any of the areas covered by the statement.
- 1.5. The investment powers of the Trustee are set out in Clause 5 of the Revised Trust Deed and Rules, dated 27 June 2011. This statement is consistent with those powers.
- 1.6. The Scheme consists of the Defined Benefit (DB) Section and the Defined Contribution (DC) Section.

2. Choosing investments

- 2.1. The Trustee's policy for the DB Section is to set the overall investment target and then monitor the performance of their managers against that target. For the DC Section, the Trustee's policy is to offer a default investment arrangement suitable for the Scheme's membership profile plus a core range of investment funds into which members can choose to invest their contributions and those contributions made by the employer. In doing so, the Trustee considers the advice of its professional advisers, who it considers to be suitably qualified and experienced for this role.
- 2.2. The day-to-day management of the Scheme's assets is delegated to one or more investment managers. The Scheme's investment managers are detailed in the Appendices to this statement. The investment managers are authorised and regulated by the Financial Conduct Authority, and are responsible for stock selection and the exercise of voting rights.
- 2.3. The Trustee reviews the appropriateness of the Scheme's DB and DC investment strategy on an ongoing basis. This review includes consideration of the continued competence of the investment managers with respect to performance within any guidelines set. The Trustee will also consult the employer before amending either the DB or DC investment strategy.

3. Investment objectives

- 3.1. The Trustee has discussed key investment objectives in light of an analysis of the Scheme's liability profile (for the DB Section) and the Scheme's membership profile (for the DC Section) as well as the constraints the Trustee faces in achieving these objectives.
- 3.2. The Trustee's main investment objectives for the DB Section are:
- to ensure that the Scheme can meet the members' entitlements under the Trust Deed and Rules as they fall due;
 - to achieve a long-term positive real return;
 - to manage the expected volatility of the returns achieved in order to control the level of volatility in the DB Section's required contribution levels;
 - to invest in assets of appropriate liquidity which will generate income and capital growth to meet, together with new contributions, the cost of current benefits which the DB Section provides;
 - to reduce the risk of the assets failing to meet the liabilities over the long term;
 - to minimise the long-term costs of the Scheme by maximising the return on the assets whilst having regard to the above objectives.
- 3.3. The Trustee is aware of the relationship that exists between the particular investment portfolio that is held and the level of funding of the DB Section's liabilities. The Trustee has obtained exposure to investments that they expect will meet the DB Section's objectives as best as possible.
- 3.4. The Trustee's main investment objectives for the DC Section are:
- to provide a suitable default investment option that is likely to be suitable for a typical member of the DC Section;
 - to offer an appropriate range of alternative investment options so that members who wish to make their own investment choices have the freedom to do so, recognising that members may have different needs and objectives; and
 - to provide value for money for members.
- 3.5. Within the DC Section, the Trustee is responsible for the design of the default investment option and for choosing which funds to make available to members. Members are responsible for their own choice of investment options.

4. Kinds of investments to be held

- 4.1. The Scheme is permitted to invest in a wide range of assets including equities, bonds, cash, property and alternatives.
- 4.2. The Trustee monitors from time-to-time the employer-related investment content of their DB Section portfolio as a whole and will take steps to alter this should they discover this to be more than 5% of the portfolio. Typically this check is carried out annually by the Scheme's auditors.

5. The balance between different kinds of investments

- 5.1. The DB Section invests in assets that are expected to achieve the Scheme's objectives. The allocation between different asset classes is contained within Appendix 1 to this statement.

- 5.2. For the Scheme’s DC Section, members are able to choose to invest in a lifestyle strategy or elect to invest in a core range of funds. Where members do not choose where their contributions, and those made on their behalf by the employer, are invested, the Trustee will invest these contributions according to the chosen default investment strategy.
- 5.3. The Trustee considers the merits of both active and passive management for the various elements of each Section’s portfolio and may select different approaches for different asset classes. The current arrangements are set out in the Appendices to this statement.
- 5.4. From time to time the DB Section may hold cash and therefore deviate from its strategic or tactical asset allocation in order to accommodate for any short-term cashflow requirements or any other unexpected items.
- 5.5. The Trustee is aware that the appropriate balance between different kinds of investments will vary over time and therefore the asset allocation of the DB Section will be expected to change as the Scheme’s liability profile matures and the asset allocation of the DC Section may change as the membership profile evolves.

6. Risks

- 6.1. The Trustee has considered the following risks for the DB Section with regard to its investment policy and the Scheme’s liabilities, and considered ways of managing/monitoring these risks:

Risk versus the liabilities

The Trustee will monitor and review the investment strategy with respect to the liabilities in conjunction with each actuarial valuation. The investment strategy will be set with consideration to the appropriate level of risk required for the funding strategy as set out in the Scheme’s Statement of Funding Principles.

Covenant risk

The creditworthiness of the employer and the size of the pension liability relative to the employer’s earnings are monitored on a regular basis. The appropriate level of investment risk is considered with reference to the strength of the employer covenant.

Solvency and mismatching

The risk is addressed through the asset allocation strategy and ongoing triennial actuarial valuations. The Trustee is aware that the asset allocation required to minimise the volatility of the solvency position may be different from that which would minimise the volatility on the Scheme’s funding basis.

Asset allocation risk

The asset allocation is detailed in Appendix 1 to this statement and is monitored on a regular basis by the Trustee.

Liquidity risk

The Scheme invests in assets such that there is a sufficient allocation to liquid investments that can be converted into cash at short notice given the Scheme’s cashflow requirements. The Scheme’s administrators assess the level of cash held in order to limit the impact of the cashflow requirements on the investment policy.

- 6.2. For the DC Section, investment risk lies with the members themselves. However, the Trustee has considered the following risks when making available suitable investment choices:

| | |
|-------------------------------|--|
| Inflation risk | The risk that the investments do not provide a return at least in line with inflation, thus eroding the purchasing power of the retirement savings. The Trustee makes available investment options that are expected to provide a long-term, real rate of return. |
| Conversion risk | The risk that fluctuations in the assets held, particularly in the period before retirement savings are accessed, lead to uncertainty over the benefit amount likely to be received. In the lifestyle arrangements made available to members (see Appendix 2), there is an increase in the proportion of assets that more closely match how members are expected to access their retirement savings. The different lifestyle arrangements reflect the differing ways that a member could access their savings in retirement. |
| Retirement income risk | The risk that a member's retirement income falls short of the amount expected, whether this is due to lower investment returns than expected or insufficient contributions being paid. The Trustee periodically reviews the appropriateness of the fund range offered to members to ensure member outcomes can be maximised. |

6.3. The following risks have been considered in the context of both the DB and DC Section:

| | |
|--------------------------------|--|
| Investment manager risk | The Trustee monitors the performance of each of the Scheme's investment managers on a regular basis in addition to having meetings with each manager from time to time as necessary, usually on an annual basis. The Trustee has a written agreement with each investment manager, which contains a number of restrictions on how each investment manager may operate. |
| Governance risk | Each asset manager is expected to undertake good stewardship and positive engagement in relation to the assets held. The Trustee monitors these and will report on the managers' practices in their annual Implementation Statement. |
| ESG/Climate risk | The Trustee has considered long-term financial risks to the Fund and ESG factors as well as climate risk are potentially financially material and will continue to develop its policy to consider these, alongside other factors, when selecting or reviewing the Fund's investments in order to avoid unexpected losses. |
| Concentration risk | Each investment manager is expected to manage broadly diversified portfolios and to spread assets across a number of individual shares and securities. |
| Currency risk | The Scheme's liabilities are denominated in sterling. The Scheme may gain exposure to overseas currencies by investing in assets that are denominated in a foreign currency or via currency management. Currency hedging may be employed to manage the impact of exchange rate fluctuations. |
| Loss of investment | The risk of loss of investment by each investment manager and custodian is assessed by the Trustee. This includes losses beyond those caused by market movements (e.g. default risk, operational errors or fraud). |

7. Expected return on investments

7.1. The Trustee has regard to the relative investment return and risk that each asset class is expected to provide. The Trustee is advised by their professional advisors on these matters, who they deem to be appropriately qualified experts. However, the day-to-day selection of investments is delegated to the investment managers.

- 7.2. The Trustee recognises the need to distinguish between nominal and real returns and to make appropriate allowance for inflation when making decisions and comparisons.
- 7.3. In considering the expected return from investments, the Trustee recognises that different asset classes have different long-term expected returns and expected volatilities relative to the liabilities of the DB Section.
- 7.4. Having established the investment strategy, the Trustee monitors the performance of each investment manager against an agreed benchmark as frequently as appropriate according to market conditions (and the DB Section's funding position). The Trustee meets the Scheme's investment managers as frequently as is appropriate, in order to review performance.

8. Realisation of investments

- 8.1. The Trustee has delegated the responsibility for buying and selling investments to the investment managers. The Trustee has considered the risk of liquidity as referred to above.
- 8.2. Ultimately, the DB Section investments will all have to be sold when the Scheme's life comes to an end. In this situation, the Trustee is aware of the fact that the realisable value of some investments, were there to be a forced sale, might be lower than the market value shown in the Scheme accounts.

9. Financially material considerations, the exercise of rights and engagement activities, and non-financial matters

- 9.1. The Trustee has set policies in relation to these matters. These policies are set out in Appendix 3.

10. Policy on arrangements with asset managers

- 10.1. The Trustee has set out their policies in relation to the arrangements that they enter into with any asset managers in Appendix 4.

11. Agreement

- 11.1. This statement was agreed by the Trustee, and replaces any previous statements. Copies of this statement and any subsequent amendments will be made available to the employer, the investment managers, the actuary and the Scheme auditor upon request.

Signed: Mark Homer.....

Date: 15 September 2020.....

On behalf of the Linton Park Pension Scheme (2011)

Appendix 1 - Note on investment policy of the Scheme's DB Section in relation to the current Statement of Investment Principles dated September 2020

The balance between different kinds of investment

The Scheme has a strategic asset allocation as set out in the table below, which has been agreed after considering the Scheme's liability profile, funding position, expected return of the various asset classes and the need for diversification.

Rebalancing

The Trustee recognises that the asset allocation of investments in different asset classes will vary over time as a result of market movements. There is no automatic rebalancing between the investment managers; however if there is a material deviation from the Scheme's strategic asset allocation, the Trustee and the employer will discuss if any remedial action is required to redress the balance between the investment managers.

| Portfolio | Asset class | Allocation (%) |
|----------------------|----------------------|----------------|
| Growth portfolio | Multi-asset | 25.0 |
| | Global equities | 45.0 |
| | Bonds | 30.0 |
| Protection portfolio | Fixed interest gilts | 33.3 |
| | Index-linked gilts | 33.3 |
| | Corporate bonds | 33.4 |
| Total | | 100.0 |

Choosing investments

The Trustee has appointed the following investment managers to carry out the day-to-day investment of the Scheme:

- Multi-asset mandates – Newton Investment Management Limited and BlackRock Investment Management (UK) Limited;
- Global equity mandate – Baillie Gifford & Co Limited and Fundsmith LLP;
- Bond mandate – M&G Investments

The investment managers are authorised and regulated by the Financial Conduct Authority.

The Trustee has AVC contracts with Standard Life, Clerical Medical, Prudential, and ReAssure for the receipt of members' Additional Voluntary Contributions. These arrangements are reviewed from time to time.

The investment benchmarks and objectives for each investment manager are given below:

| Investment manager | Fund | Benchmark | Objective |
|--------------------|---|--|---|
| Baillie Gifford | 60:40 Worldwide Equity Fund | 60% of the FTSE All Share Index and 40% of an overseas composite based on the corresponding FTSE indices for America and Europe and MSCI indices for Developed Asia Pacific and Emerging Markets | To outperform its benchmark by 1.0% - 1.5% p.a. over rolling 3 year periods (before fees) |
| Fundsmith | Equity Fund | MSCI World Index | To outperform its benchmark over a business cycle |
| Newton | Real Return Fund | 1-month sterling LIBOR index | To outperform its benchmark by 4.0% p.a. over rolling 3 to 5 year periods (before fees) |
| BlackRock | BlackRock Dynamic Diversified Growth Fund | 3-month sterling LIBOR index | To outperform its benchmark by 3.0% p.a. (after fees) over rolling 3 years |
| M&G | Fixed Interest Fund | FTSE A British Government All Stocks Index | To outperform its benchmark by 0.75% p.a. over rolling 3 year periods (before fees) |
| | Index-Linked Fund | FTSE A British Government Over 5 Years Index-Linked Index | To outperform its benchmark by 0.75% p.a. over rolling 3 year periods (before fees) |
| | All Stocks Corporate Bond Fund | iBoxx Sterling Non-Gilts Index | To outperform its benchmark by 0.80% p.a. over rolling 3 year periods (before fees) |

The performance of the investment managers will be monitored as frequently as the Trustee considers appropriate in light of the prevailing circumstances. The monitoring takes into account both short-term and long-term performance.

The AVC arrangement is reviewed from time to time.

Investments and disinvestments

Investments and disinvestments are usually made so as to move the actual asset allocation more in line with the target asset allocation.

Appendix 2 - Note on investment policy of the Scheme's DC Section in relation to the current Statement of Investment Principles dated September 2020

Choosing investments

The Trustee has appointed Royal London as the provider of investment options to members of the Scheme's DC section. Royal London, who are authorised and regulated by the Financial Conduct Authority, are able to delegate the day-to-day investment of the Scheme to the underlying investment managers (one of which is Royal London).

The performance of the investment managers will be monitored as frequently as the Trustee considers appropriate in light of the prevailing circumstances. The monitoring takes into account both short-term and long-term performance.

The balance between different kinds of investment

The Trustee offer members lifestyle arrangements as well as access to the a range of asset classes for members who want to make 'self-select' decisions about where their savings are invested. The asset classes available include:

- Equities
- Property
- Bonds
- Cash
- Multi Asset
- Other alternative asset classes

Lifestyle strategies

The Trustee has made available three different lifestyle strategies that target the following ways in which members may wish to access their pension savings in retirement:

- **Balanced Tracker Lifestyle Strategy – Target Cash** – for those members wanting to take their whole pot as cash;
- **Balanced Tracker Lifestyle Strategy – Target Annuity** – for those members wanting to secure an income for life via the purchase of an annuity;
- **Balanced Tracker Lifestyle Strategy – Target Drawdown** – for those members wanting to draw down an income in retirement.

Within the lifestyle strategies, a member's assets are automatically invested in line with a pre-determined strategy that changes as the member gets closer to accessing their retirement savings. Emphasis is placed on medium to higher risk funds (i.e. investment largely in growth assets) in search of long-term, inflation-protected growth whilst the member is a long way off accessing their retirement savings. During this growth phase, the equity portion of the lifestyle strategy (which is a large portion of the underlying holdings), is managed passively. Over the years preceding the member's target retirement date, the investments automatically switch into a blend of assets that are expected to be a suitable investment strategy for a typical member that wishes to receive certain types of benefits (e.g. cash, annuity or drawdown). For example, the Balanced Tracker Lifestyle Strategy – Target Cash lifestyle option is shaped around being invested in cash or cash-like investments as members approach retirement such that the strategy at retirement provides stability of capital value for those members wanting to take their benefits as a cash lump sum.

Single fund self-selection options

Below is a list of the funds that the Trustee has made available to members who do not wish to be invested in a lifestyle strategy and wish to create their own investment strategy. For the avoidance of doubt, members cannot invest in a lifestyle strategy and a blend of the funds below.

| Asset class | Fund name |
|----------------------|-------------------------------------|
| Global equities | RLP/BlackRock Aquila Global Blend |
| Fixed interest bonds | RLP Medium (10 year) Gilt |
| Index-linked bonds | RLP Medium (10 year) Index Linked |
| Cash | RLP Deposit |
| Multi-asset | RLP Governed Portfolio 5 (Tracker)* |
| | RLP/BlackRock Aquila Consensus |

*This fund requires a 100% investment of a member's savings.

Default option

Balanced Tracker Lifestyle Strategy – Target Cash

The Trustee acknowledges that members will have different attitudes to risk and different aims for accessing their retirement savings, especially in light of the DC pension flexibilities introduced in April 2015, and so it is not possible to offer a default investment option that will be suitable for all. However, the Trustee decided that the Balanced Tracker Lifestyle Strategy – Target Cash lifestyle arrangement represents a suitable investment option for members who do not make a choice about how their contributions (and those made on their behalf by the employer) are invested.

Following a review of the investment strategy of the DC section and membership analysis carried out by the Trustee's advisers, it was found that a large amount of the DC membership are expected to have relatively small retirement pots within the DC Section. In addition, many members are also DB Section members, ceasing DB accrual late in 2016 and beginning their DC Section contributions. For these members, the majority of their benefits on retirement from the Scheme are likely to be in the form of a regular pension from the DB Section. This suggests that these members are likely to take their smaller DC pension as a cash lump sum on retirement, rather than draw this amount down over time or buy an annuity. Based on this information, it is therefore currently expected that more members will access their pot at retirement as a cash lump sum, rather than accessing their retirement savings in other ways. For this reason, the Trustee decided that the default arrangement should be based around this method of accessing benefits in retirement.

Balanced Tracker Lifestyle Strategy – Target Annuity

Some members have historically chosen to invest in a lifestyle strategy that targets annuity purchase on retirement. As part of the review of investment arrangements, the Trustee agreed to transfer these members' assets to the newly governed annuity-targeting lifestyle strategy unless the member choose otherwise.

Appendix 3 - Note on financially material considerations, the exercise of rights and engagement activities, and non-financial matters for both the DB and DC sections

Policy on financially material considerations

Having received training from their investment advisors the Trustee have considered the financial materiality of environmental, social and governance issues, including climate change (referred to together as “ESG issues”), within the DB section and within the DC section’s default investment strategy and self-select member options. The Trustee views ESG within an investment context as financially material – that is, they have the potential to impact the value of the members’ investments in both the DB and DC sections over the length of time until the Scheme’s life comes to an end. This is expected to be more than 10 years from the date of this Statement in the case of the DB section. The Trustee is comfortable that the funds currently invested in by the Scheme (for the DB Section and the default strategy in the DC Section) are managed in accordance with their views on financially material factors, as set out below.

The Trustee invests in pooled investment vehicles. The choice of underlying funds is made by the Trustee after taking advice from their investment consultant. The Trustee expects the managers of the underlying funds to take into account ESG factors (including climate change risks) in their decisions in relation to the selection, retention and realisation of investments. The Trustee will consider ESG, voting and engagement issues in the selection, retention and realization of investments when appointing and reviewing managers (and reviewing the investment strategy of either the DB or DC Section) to ensure that they are appropriately taken into account given the asset class involved.

The Trustee appreciates that taking ESG into account within an investment strategy and process will yield different returns and/or risks for different asset classes. The Trustee’s views on ESG integration within each asset class is outlined below and is relevant for investments held in both the DB and DC sections including the DC default investment strategy:

Passive equities – The Trustee accepts that when investing passively in equity index tracker funds, there is little that the manager can do within the investment process selecting stocks. However, the Trustee believes that positive engagement on ESG issues can lead to improved risk-adjusted returns. Therefore, the Trustee looks to the passive equity manager to positively engage with companies where there is scope to improve the way ESG issues are taken into account when running the company.

Passive & active gilts - the Trustee does not believe there is scope for ESG issues to improve risk-adjusted returns within the Scheme’s gilt holdings regardless of whether they are actively or passively managed.

Active equities - The Trustee believes that ESG issues will be financially material to the risk-adjusted returns achieved by the Scheme’s active equity managers. The investment process for each active equity manager should take ESG into account in the selection, retention and realisation of investments. Further to this, the process for incorporating ESG issues should be consistent with, and proportionate to, the rest of the investment process.

Credit - The Trustee believes that ESG issues will be financially material to the risk-adjusted returns achieved by the Scheme’s credit holdings. The investment process for each credit manager should take ESG into account in the selection, retention and realisation of investments. The Trustee also supports engagement activities, although

they appreciate that fixed income assets do not typically provide voting rights. The process for incorporating ESG issues should be consistent with, and proportionate to, the rest of the investment process.

Multi-asset funds - the Trustee believes that ESG issues will be financially material to the risk-adjusted returns achieved by the Scheme's multi-asset fund managers. The investment process for each multi-asset fund manager should take ESG into account in the selection, retention and realisation of investments. Further to this, the process for incorporating ESG issues should be consistent with, and proportionate to, the rest of the investment process.

Property - the Trustee believes that ESG issues can be financially material to the risk-adjusted returns achieved by the Scheme's property manager. Environmental issues are particularly important when selecting appropriate properties for the property portfolio, and so the Trustee looks to the manager to incorporate environmental issues into their investment process.

Policy on the exercise of rights and engagement activities

The Trustee acknowledges the importance of ESG and climate risk within their investment making framework. When delegating investment decision making to their investment managers they provide their investment managers with a benchmark they expect the investment managers to either follow or outperform. The investment manager has discretion over where in an investee company's capital structure it invests (subject to the restrictions of the mandate), whether directly or as an asset within a pooled fund.

The Trustee is of the belief that ESG and climate risk considerations extend over the entirety of a company's corporate structure and activities i.e. that they apply to equity, credit and property instruments or holdings. The Trustee also recognises that ESG and climate related issues are constantly evolving and along with them so too are the products available within the investment management industry to help manage these risks.

The Trustee considers it to be a part of their investments managers' roles to assess and monitor developments in the capital structure for each of the companies in which the manager invests on behalf of the Scheme or as part of the pooled fund in which the Scheme holds units. The Trustee also considers it to be part of the investment managers' roles to assess and monitor how the companies in which they are investing are managing developments in ESG related issues, and in particular climate risk, across the relevant parts of the capital structure for each of the companies in which the managers invest on behalf of the Scheme. Where the Trustee uses pooled funds the Trustee expects the investment manager to employ the same degree of scrutiny.

Should an investment manager be failing in these respects, this should be captured in the Scheme's regular performance monitoring.

The Scheme's investment managers are granted full discretion over whether or not to hold the equity, debt or other investment in the Sponsoring employer's business. Through their consultation with the Sponsoring Employer when setting this Statement of Investment Principles the Trustee has made the Sponsoring Employer aware of their attitude to ESG and climate related risks, how they intend to manage them and the importance that the pensions industry as a whole, and its regulators, place on them.

The Scheme's investment consultants, Barnett Waddingham, are independent and no arm of their business provides asset management services. This, and their FCA Regulated status, makes the Trustee confident that the investment manager recommendations they make are free from conflict of interest.

The Trustee expects all investment managers to have a conflict of interest policy in relation to their engagement and ongoing operations. In doing so the Trustee believes they have managed the potential for conflicts of interest in the appointment of the investment manager and conflicts of interest between the Trustee/investment manager and the investee companies.

In selecting and reviewing their investment managers, where appropriate, the Trustee will consider investment managers' policies on stewardship and engagement and how these policies have been implemented.

The Trustee delegates responsibility for stewardship activities (exercise of rights (including voting rights) and engagement) attaching to the Scheme's investments to its investment managers. Managers are expected to exercise voting powers with the objective of preserving and enhancing long-term shareholder value. In addition to the exercise of voting rights, managers are expected to engage with key stakeholders (which may include issuers of debt or equity, corporate management, regulators and governance bodies) relating to their investments in order to improve corporate behaviours and governance, improve performance and social and environmental impact and to mitigate financial risks.

The Trustee periodically reviews engagement activity undertaken by their investment managers to ensure that the policies outlined above are being met and may explore these issues with its investment managers as part of the ongoing monitoring of the ESG integration and stewardship activities of its investment managers, and will use this to form the basis of the implementation report prepared each year.

Policy for taking into account non-financial matters

The Trustee does not consider any non-financial matters (such as member ethical views) when constructing the investment strategy for the DB section, the default DC investment strategy, the self-select offerings and/or when selecting or reviewing fund managers.

Appendix 4 - Note on investment manager arrangements as at August 2020 in relation to the current Statement of Investment Principles

Aligning the investment strategy and decisions of investment managers with the Trustee's investment policies

Prior to appointing the investment manager, the Trustee discusses the investment manager's benchmark and approach to the management of ESG and climate related risks with the Scheme's investment consultant, and how they are aligned with the Trustee's own investment aims, beliefs and constraints.

When appointing an investment manager, in addition to considering the investment manager's investment philosophy, process and policies to establish how the manager intends to make the required investment returns, the Trustee also considers how ESG and climate risk are integrated into these. If the Trustee deems any aspect of these policies to be out of line with their own investment objectives for the part of the portfolio being considered, they will consider using another manager for the mandate.

The Trustee carries out a strategy review at least every 3 years where they assess the continuing relevance of the strategy in the context of the Scheme and their aims, beliefs and constraints. The Trustee monitors the investment managers' approach to ESG and climate related risks on an annual basis.

In the event that the investment manager ceases to meet the Trustee's desired aims, including the management of ESG and climate related risks, using the approach expected of them, their appointment may be terminated. The investment managers understand this.

Investment manager ESG policies are reviewed in the context of best industry practice and feedback will be provided to the investment manager.

Incentivising investment managers to make decisions based on assessments about medium to long-term financial and non-financial performance of an issuer of debt or equity and to engage with issuers of debt or equity in order to improve their performance in the medium to long-term

The Trustee is mindful that the impact of ESG and climate change may have a long-term nature. However, the Trustee recognises that the potential for change in value as a result of ESG and climate risk may occur over a much shorter term than climate change itself. The Trustee has considered this in their investment management arrangements.

When considering the management of objectives for an investment manager (including ESG and climate risk objectives), and then assessing their effectiveness and performance, the Trustee assesses these over an agreed predetermined rolling timeframe. The Trustee believes the use of rolling timeframes, typically 3 to 5 years, is consistent with ensuring the investment manager makes decisions based on an appropriate time horizon. The Trustee monitors the investment managers' approach to ESG and climate related risks on an annual basis.

Where a fund may have an absolute return or shorter term target, this is generally supplementary to a longer term performance target. In the case of assets that are actively managed, the Trustee expects this to be sufficient to ensure an appropriate alignment of interests.

The Trustee expects investment managers to be voting and engaging on behalf of the Scheme's holdings and the Trustee monitors this activity within the Implementation Statement in the Scheme's Annual Report and Accounts. The Trustee does not expect ESG considerations to be disregarded by the investment manager in an effort to achieve any short term targets.

How the method (and time horizon) of the evaluation of investment managers' performance and the remuneration for asset management services are in line with the Trustee's policies

Evaluation of investment managers' performance

The Trustee monitors the performance of their investment managers over medium to long time periods that are predetermined and consistent with the Trustee's investment aims, beliefs and constraints.

Remuneration of investment managers

Details of the fee structures for the Scheme's investment managers are contained in the Trustee's Investment Manager Arrangement Summary document.

The Scheme invests exclusively in pooled funds. The investment manager is remunerated by the Trustee based on the assets they manage on behalf of the Trustee. As the funds grow, due to successful investment by the investment manager, they receive more and as values fall they receive less.

The Trustee believes that this fee structure enables the investment manager to focus on long-term performance without worrying about short term dips in performance significantly affecting their revenue.

The Trustee asks the Scheme's Investment Consultant to assess if the asset management fee is in line with the market when the manager is selected, and the appropriateness of the annual management charges are considered at least every three years as part of the review of the Statement of Investment Principles.

How the Trustee monitors portfolio turnover costs incurred by investment managers and how they define and monitor targeted portfolio turnover or turnover range

The Trustee acknowledges that portfolio turnover costs can impact on the performance their investments. Overall performance is assessed as part of the quarterly investment monitoring process.

During the investment manager appointment process, the Trustee may consider both past and anticipated portfolio turnover levels. When underperformance is identified deviations from the expected level of turnover may be investigated with investment manager concerned if it is felt they may have been a significant contributor to the underperformance. Assessments reflect the market conditions and peer group practices. Assessments reflect the market conditions and peer group practices.

The Trustee acknowledges that for some asset classes, such as LDI, a higher turnover of contracts such as repurchase agreements, can be beneficial to the fund from both a risk and cost perspective.

The duration of the arrangements with investment managers

For the open-ended pooled funds in which the Scheme invests, there are no predetermined terms of agreement with the investment managers.

The suitability of the Scheme's asset allocation and its ongoing alignment with the Trustee's investment aims, beliefs and constraints is assessed every three years, or when changes deem it appropriate to do so more frequently. As part of this review the ongoing appropriateness of the investment managers, and the specific funds used, is assessed.