

# TRUSTEE REPORT TO MEMBERS

THE NEWSLETTER FROM THE TRUSTEE  
TO MEMBERS OF THE DIGITAL SECTION

Hewlett-Packard Limited Retirement Benefits Plan

**2019**

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# Chairman's introduction

## WELCOME...

to this year's Newsletter from the Trustee of the Hewlett-Packard Limited Retirement Benefits Plan.

I am pleased to update you on progress in a few areas, as outlined below.

### Retirement planning

This year we have introduced a couple of ways to help you decide how to draw your benefits at retirement:

- An online retirement modeller which will help you to see the potential benefits from each of the options available to you; and
- The appointment of an independent financial adviser (WPS Advisory Limited) to provide you with subsidised advice in relation to your retirement options.

Letters were sent to Deferred members about this earlier in the year. Further details are shown on page 5.

### Valuation of the Plan

Every three years, a full actuarial valuation is carried out which looks at how well each section of the Plan is funded and the employer contributions that are appropriate

to make good any deficit. The latest valuation was due at 31 October 2018 and we are currently considering the results. We shall let you know the outcome by producing a Summary Funding Statement later in the year which will show the latest funding position and the information will also be provided on the Plan website as soon as it is available.

### Member Nominated Directors (MNDs)

As the terms of the existing MNDs expire on 31 October 2019, we have issued communications to members inviting nominations. Full details can be found on the Plan website.

I hope you enjoy reading this Newsletter. If you have any questions or if there are any subjects you would like to know more about in a future issue, please get in touch, using the contact details on page 11.



**Andrew Dodd**  
Chairman of the Trustee  
Hewlett-Packard Limited Retirement Benefits Plan



# Trustee update

The Plan is managed by a Trustee company called Hewlett Packard Enterprise UK Pension Trustee Limited. There are currently seven Trustee Directors: four are appointed by the Company and three are nominated by members of the Plan, known as Member-Nominated Directors (MNDs).

No changes have been made to the Trustee Board since October 2017. The terms of office of the existing MNDs expire on 31 October 2019 and we are currently seeking nominations from members for these roles. You will have received a communication about this earlier this year. More details can be found on the Plan website.

There are several Sub-Committees, each made up of a number of the Trustee Directors, to which the Trustee delegates some aspects of the management of the Plan. You can find details of these Sub-Committees in the digital version of this magazine, simply go to the Plan website [www.hprbp.com](http://www.hprbp.com) and click on the 'Trustee Report Online' button.

## YOUR CURRENT TRUSTEE DIRECTORS

### Appointed by the Company

Andrew Dodd\* (Chairman)  
Jonathan Lord  
Gill Manning  
Keith Norrington\*

### Nominated by members

Paul Early  
Phil Lawman\*  
Martin Smith\*

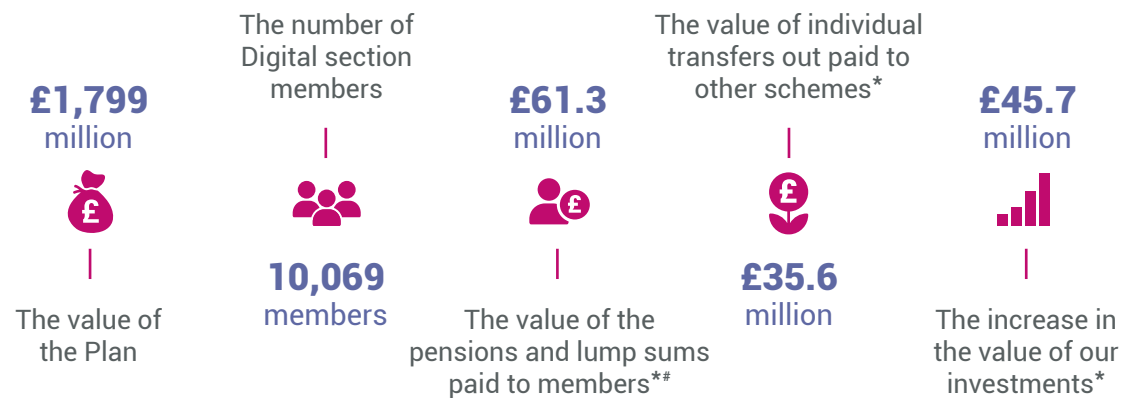
\* Trustee Directors in receipt of a Plan pension.



The current Trustee Directors — from far left: Paul Early, Martin Smith, Keith Norrington, Andrew Dodd, Gill Manning, Phil Lawman and Jonathan Lord (far right).

# Financial highlights at 31 October 2018

## SUMMARY



\* Figures are in respect of the period from 1 November 2017 to 31 October 2018.

# This includes administrative expenses.

## THE PLAN FINANCES

Value of the Plan at  
31 October 2017

**£1,846.8** million

+

Money in  
**£3.1** million

+

Return on investment  
**£45.7** million

-

Money out#  
**£96.9** million

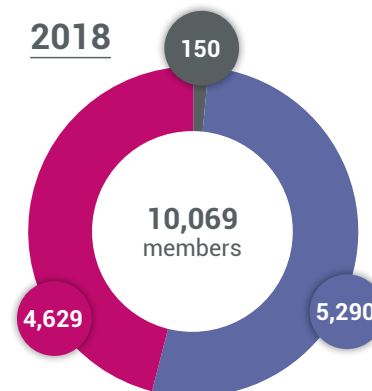
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Value of the Plan at  
31 October 2018  
**£1,798.7** million

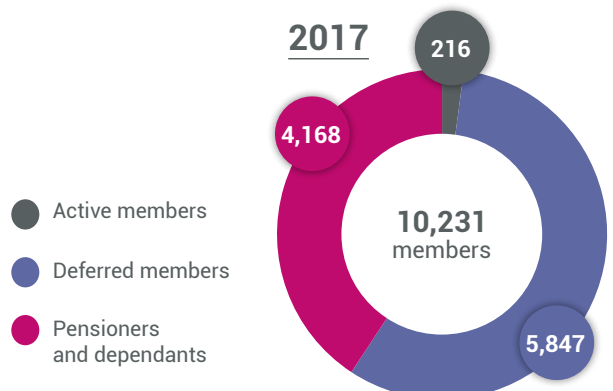
# This includes administrative expenses.




## OUR MEMBERS

**2018**



**2017**



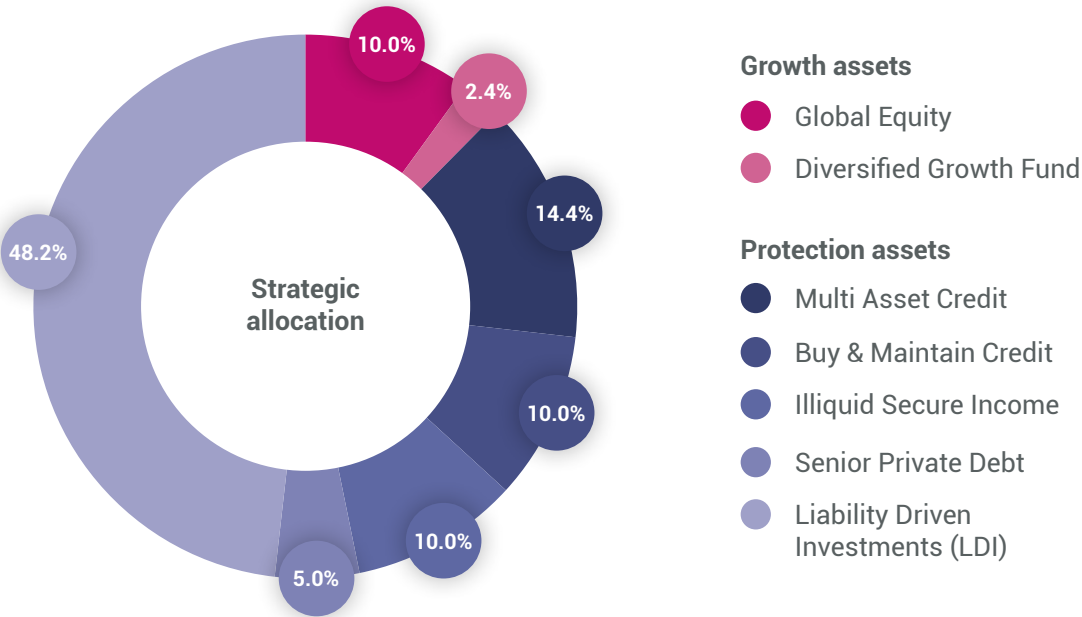
-  Active members
-  Deferred members
-  Pensioners and dependants



## OUR INVESTMENTS

The Trustee has a long-term plan to reduce the investment risk in the Plan as the funding level improves. At agreed funding levels the proportion of the Plan's assets invested in growth assets is reduced and the proportion invested in protection assets increased, to 'lock-in' improvements in the Plan's funding position.

Whilst the Plan did not meet any funding level triggers during the year, we have further reduced the proportion of the Plan's assets invested in growth assets. We have also reduced the number of asset classes we invest in, removing 'Non-Government Fixed Interest Bonds' and 'Government Guaranteed Bonds' from our protection portfolio.



### Investment performance

Over the year to 31 October 2018, our assets increased in value by 2.8%. Our equity investments were a key driver of this growth, achieving positive returns. Our Liability Driven Investments performed in line with expectations, achieving their objective of helping to protect the Plan's funding position, whilst the other Protection assets delivered on their objective of generating income that can be used to pay members' benefits.

The Trustee closely monitors the Plan's investments on a regular basis, to ensure that they continue to meet the Plan's objectives.

1 year (%)	2.8 Return
3 years (% p.a.)	10.3 Return
5 years (% p.a.)	10.4 Return



# Retirement planning

As a Plan member you have a number of options as to how you access your benefits. So, as you near retirement it is important that you take the time to understand them. That way you can make the right decision for your circumstances.

You will have a number of choices as to how you take your benefits. Broadly, your options will fall into two groups:

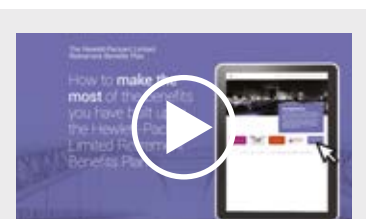
- Options if you take your benefits from the Plan; or
- Options if you transfer the value of your benefits out of the Plan.

The Trustee has seen an increase in the number of members requesting a cash equivalent transfer value (CETV) of their benefits in the Plan, since the Government introduced more retirement options in 2015. How you take your benefits is one of the most important financial decisions of your life and so the Trustee wants to help by giving you the tools to help you decide which option is best for you.

If you transfer out of the Plan you may have more flexibility as to how you receive your benefits although this does not necessarily mean this is the right choice for you.

We want to support you to enable you to make the best retirement choices. With this in mind you can:

- 1 Explore your Plan retirement options using our interactive modeller which you can access in 'My Pension', the secure member area of the Plan website.
- 2 Once you have reviewed your options, if you are age 55 or above, you can request a full retirement pack from our Administration Team.
- 3 Your retirement pack will provide log-in details for an online tool which will help you to explore some of the options that may be available if you choose to transfer out of the Plan.
- 4 If you would like to transfer out of the Plan, in most cases you will need to obtain independent financial advice. The Trustee has engaged a financial adviser, WPS Advisory Limited. They have been given details on the Plan benefits and will be able to provide you with the appropriate financial advice relating to your options, at a preferential rate. Details of how to access this service will be available in your full retirement pack, which is available on request from Equiniti (see page 11 for contact details).



Watch our video on  
[www.hprbp.com](http://www.hprbp.com)

# Pension scams

A pension scam is when someone tries to fraudulently access your pension savings. Victims can potentially lose their pension savings or find out later that they are facing an unexpected tax bill... or both!

Typically, a pension scam begins when somebody contacts you unexpectedly about either:

- Ways that you can invest your pension money; or
- An investment or other business opportunity that you've not spoken to them about previously.

Or they offer you:

- An investment described as 'unique', 'overseas', 'environmentally friendly', 'ethical' or in a 'new' industry;
- An opportunity to access your pension savings before the age of 55; or
- An unexpected offer of a pension contribution tax rebate.

Scammers are using sophisticated methods to try to fraudulently get at your pension savings. They are making unsolicited calls and sending emails that direct people to copycat websites (one that looks like a legitimate website). In several recent incidents, scammers have even pretended that they represent recognised governing bodies such as the Pensions Regulator.

If you have any doubts you can report what you might think is a scam to Action Fraud on 0300 123 2040 or go to [www.actionfraud.police.uk](http://www.actionfraud.police.uk)

You can find out more about pension scams, including what to do if you think you're being targeted, at [www.pension-scams.co.uk](http://www.pension-scams.co.uk)



Images from The Pensions Regulator and Action Fraud websites.

# A digital you?

We have been evolving our communication strategy to make the most of digital communications.

This strategy aims to:

- Give you a choice as to how you receive communications from us;
- Reduce the Plan's communication costs; and
- Enable us to communicate with you more quickly and more often.

The journey started in 2016 when we launched our new Plan website, with improved navigation and a whole new look and feel. This is now the centrepiece of our digital communication strategy. If you are looking for a little more detail about the Plan and your benefits, or you simply want to understand the process for taking your benefits, when the time comes, the Plan website is the place to go. At the same time, we relaunched 'My pension', the secure area where you can see details about your actual Plan benefits.



Images from the Plan website [www.hprbp.com](http://www.hprbp.com) and 'My pension', the secure login area.



We are converting a number of the regular paper-based communications into a digital format. This is in response to the large number of members who have opted to receive their communications digitally. The first document to be converted was the Summary Funding Statement and this year we are extending this approach to this Newsletter... 'Trustee Report Online' can now be accessed via the Plan website. It is based on this paper-based version but it includes more detail and extra articles. Why not visit the Plan website today and take a look?

Members who have signed up for digital communications will receive an email (or text message to their mobile phone) each time a new communication is available.

## HOW TO SIGN UP FOR DIGITAL COMMUNICATIONS

Signing up for digital communications, if you haven't done so already is easy. Simply register for 'My pension'. You will need your username and initial password.



### Your username:

This is a combination of the first two letters of your surname, your initial and your Pension Reference Number\*.

For example:

Name: **John Smith**

Reference number\*: **234567**

Username: **SMJ234567**

\* You can find your Pension Reference Number on any correspondence you have received from Equiniti. Alternatively call them on 0333 207 6553.

### Your initial password

Simply input your year of birth followed by your full National Insurance number.

For example:

Year of birth: **1968**

NI number: **AA112233A**

Password: **1968AA112233A**

You will be asked to create a new password as part of the registration process.

[www.hprbp.com](http://www.hprbp.com)

Go to 'Trustee Report Online' at [www.hprbp.com](http://www.hprbp.com)

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# An expression of your wishes

## HAVE YOU BEEN ASKING YOURSELF ...WHO WILL RECEIVE BENEFITS FROM THE PLAN IF I DIE?

The details of your Plan benefits (and those payable on your death) can be found in the 'Plan information' section of the Plan website. Simply select 'Plan information' from the main menu and then 'Death benefits'.

Whilst the recipients of most benefits under the Plan are prescribed it is possible for you, in certain circumstances, to nominate who you would like to receive certain benefits in the event of your death. The Trustee is not obliged to follow your nomination, but it does give the Trustee a better idea of your wishes, which it will of course take into account in exercising its decisions.

It is therefore important that you complete an Expression of Wish Nomination Form as this is your way of telling us who you would like to receive any benefits from the Plan if you die. There are two types of nomination you can make (for which there are separate Expression of Wish Forms). The two types are as follows:

### A lump sum Expression of Wish Form

You may nominate any person or persons to receive any lump sum payment payable from the Plan. The lump sum is payable under discretionary trust and so the Trustee is not obliged to follow your nomination, however it will take your wishes into account in exercising its discretion. One point to note here is that if you haven't completed an Expression of Wish Form, the Trustee can only pay the lump sum to certain persons listed under the Rules of the Plan. These, very broadly,

are: certain relatives, financial dependants, and persons nominated in your Will. If you wish the benefits to go elsewhere, then this will not be possible unless you specifically nominate them. We therefore strongly suggest you complete this Form so that the Trustee can take account of your particular wishes when distributing the lump sum.

You can download a lump sum Expression of Wish Form from the 'Forms' section, within the 'Document library' on our website.





### **Expression of Wish for Dependant's Pension Form**

A pension will automatically become payable to your spouse, or registered civil partner, following your death.

If you do not have a spouse or registered civil partner you can nominate someone else to receive all or part of the pension from the Plan, if they are financially dependant on you. In the event of your death, the Trustee will request evidence that they were financially dependant on you at your date of death. Again, this is discretionary and is subject to various conditions and consents, but your wishes will be taken into account.

To do this you need to complete an Expression of Wish for Dependant's Pension Form which you can download from the 'Forms' section within the 'Document library' on the Plan website.

### **Child's pension**

If you have children, an additional pension may, depending on your circumstances, become payable to them until they reach age 18 (or age 23 if they remain in full-time education). If a child's pension is payable, it will be automatic. There is no discretion.

### **Additional dependants pension**

You may surrender part of your own pension to provide a pension for a nominated dependant on your death. Again, this is completely discretionary and subject to various conditions and consents.

Any election must be made prior to the commencement of your own pension. Details of this option can be obtained from the Plan Administrator.

**Whether you complete either of the Expression of Wish Forms, these are only a guide to help the Trustee determine who should receive these benefits.**

**These benefits are based on the current Trust Deed and Rules of the Plan and may be slightly different depending on the date you left/leave pensionable service in the Plan. If you have any questions about your specific circumstances please contact the Plan Administrator.**

**You can find the following additional articles in 'Trustee Report Online':**

- Limits and taxation
- GMP Equalisation
- The State Pension

**Simply go to the Plan website [www.hprbp.com](http://www.hprbp.com) and click on the 'Trustee Report Online' button.**

**Trustee Report Online** ▶



# Contact details

If you have a question about the Plan, or your benefits, and you cannot find the answer on the Plan website you can contact the Plan Administrator either by:

@ **Digital@equiniti.com**

☎ **0333 207 6553**  
(Monday to Friday 9am to 5pm)

✉ **Equiniti**  
**Sutherland House**  
**Russell Way**  
**Crawley**  
**West Sussex RH10 1UH**

If you need help accessing '**My pension**'  
(the secure member area of the Plan website)

☎ **0345 408 2991**  
(Monday to Friday 9am to 5pm)

Alternatively, if you would like to contact the Plan Trustee, you can do so either by:

@ **hpplantrustees@insidepensions.com**

✉ **Beryl Whittaker**  
**Plan Secretary**  
**HP Plan Trustee**  
**Inside Pensions**  
**First Floor**  
**Trident House**  
**42-48 Victoria Street**  
**St. Albans**  
**Hertfordshire AL1 3HZ**

**[www.hprbp.com](http://www.hprbp.com)**