

# TRUSTEE REPORT TO MEMBERS

NEWSLETTER FROM THE TRUSTEE TO MEMBERS OF THE HEWLETT-PACKARD SECTION

## The Hewlett-Packard Limited Retirement Benefits Plan

2021

- |                                                      |                                                                                                                                                                                                                                                     |                                      |
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# Chairman's introduction



**Paul Early**  
Chairman of  
the Trustee

Welcome to our 2021 Newsletter which includes information and articles that we hope you find useful and interesting. We are always keen to hear your feedback so please do let us know what you enjoy and any other items that you would like to see covered in future editions.

When we issued our last Newsletter in June 2020, I said that the current lockdown was expected to present its challenges, but little did we know how long the situation would continue for. Lockdown has had an impact on all of us including the Trustee, Equiniti, our Administrators

and all our advisers as we have had to adapt to the various restrictions and the challenges of working from home. However, I am pleased to say that despite this, we have managed to steer a steady course and Equiniti were able to maintain a high level of service throughout the year.

The Trustee's Investment Committee has continued to monitor and where necessary, adjust the Plan's investments over the year. Despite an uncertain period in March 2020, due to volatility in the global financial markets, the Plan's assets have been resilient, retaining their value over the



longer term and improving the Plan's funding position. The Trustees monitor the Plan's investments regularly and will continue to adapt to the financial conditions as they evolve.

Apart from adapting to new ways of working, the Trustee has also continued to focus on its communication strategy; with regular updates on the member website and an exercise in November last year to encourage members to update their Expression of Wish Forms. It is important that these Forms are kept up to date and we have had a good response from members and thank all of you who have returned a Form.

We are continuing to see an increasing number of members visiting the website. Recently we

added a new 'Have your say' button, which enables you to share your views on the website and provide feedback. We will be updating the look and feel of the website over the next couple of months and would welcome your views on how useful it is for you and any changes you would like to see.

I wish you and your families well for the rest of the year.

**Paul Early**  
Chairman of the Trustee  
Hewlett-Packard Limited Retirement  
Benefits Plan

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

# Financial highlights at 31 October 2020

## SUMMARY

**£1,987.4**  
million



The value of  
the Plan

**4,173**  
members



The number of  
Hewlett-Packard  
Section members

**£40.7**  
million



The value of the  
pensions and  
lump sums paid  
to members\*#

**£12.4**  
million



The value of  
individual  
transfers out  
paid to other  
schemes\*

**£136**  
million



The increase in  
the value of our  
investments\*

\* Figures are in respect of the period from 1 November 2019 to 31 October 2020.

# This includes administrative expenses.

## THE PLAN FINANCES

Value of the Plan at 31 October 2019

**£1,902.9 million**

**+**

Money in

**£1.6 million**

**+**

Return on investment

**£136 million**

**-**

Money out\*

**£53.1 million**

**=**

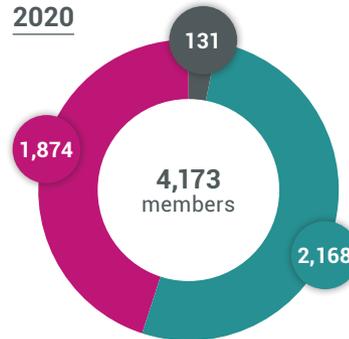
Value of the Plan at 31 October 2020

**£1,987.4 million**

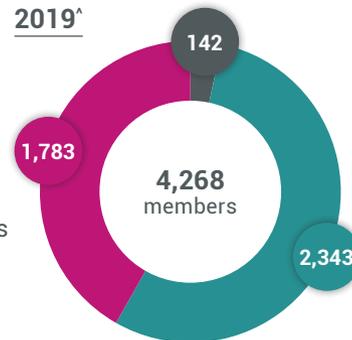
\* This includes administrative expenses.

## OUR MEMBERS

2020



2019<sup>^</sup>



- Active members
- Deferred members
- Pensioners and dependants

<sup>^</sup> Membership figures for 2019 have been restated due to changes after the 2019 accounts had been finalised.

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

# Your current Trustee Directors

## APPOINTED BY THE COMPANY

Paul Early\* (Chairman)

Jonathan Lord

Gill Manning

Keith Norrington\*

Martin Smith\*

## NOMINATED BY MEMBERS

Beverly Clements\*

Philip French\*

Phil Lawman\*



### Trustee Board

For an explanation of the roles and responsibilities for a specific Sub-Committee, visit the 'Trustee Report online' at [www.hprbp.com](http://www.hprbp.com)

 Trustee Report online

\*Trustee Directors in receipt of a Plan pension.

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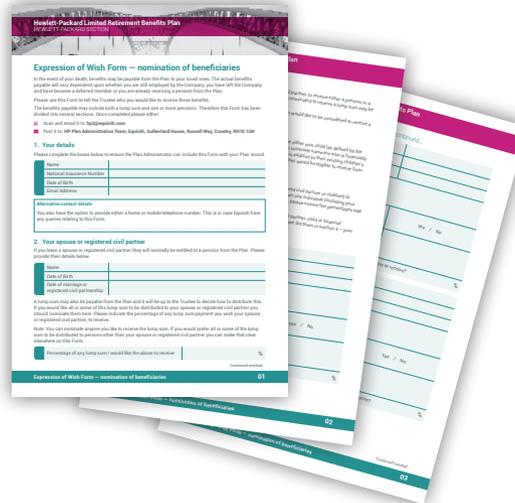
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# Expression of Wish – update

The Plan's Trustee uses your Expression of Wish Form to help determine who should receive any benefits payable after your death. You will shortly have access to a new feature on **'My pension'**, the secure member area of our website, which will allow you to view and update your Expression of Wish information online. It is important that the information we hold about you and your wishes is accurate and up to date. We therefore took the decision in November 2020 to ask all members to provide an updated Form.

Equiniti, our Administrator has received in excess of 5,000 completed Forms and therefore it is taking a little while for them to work through these and load all the information onto their systems. Our intention is that in the next few months you will be able to review and, if necessary, update the information you have provided. We will contact you once this facility is available.

Thank you again for supporting the Trustee in its desire to ensure the Expression of Wish information it holds for all members is as up to date as possible.



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

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# Don't forget to manage your pension online

Log on to **'My pension'**, the Secure Member Area of the website managed by our Administrator, Equiniti.

View and update your contact details or use the online calculators to show you an estimate of your retirement benefits or get a transfer value.

## Not accessed **'My pension'** previously?

You have already been pre-registered, to complete the process you will need:

### Your Username

This is the first two letters of your surname followed by your first initial and then your Pension Reference number\*.

### For example:

Name: John Smith | Username:  
Reference number: 234567 | **SMJ234567**

### Your temporary password

Simply combine your year of birth followed by your full National Insurance Number.

### For example:

Year of birth: **1968** | Initial password:  
NI number: AA112233A | **1968AA112233A**

**As part of the process you will be asked to set your own password to use when accessing 'My pension' again at a later date. Please provide us with your current personal email address by adding it to the 'Your Details' section to ensure that you are notified of any updates.**

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

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# Topical news

## WHAT ARE ETHICAL INVESTMENTS?

Ethical investing is one of a number of terms used to identify sustainable approaches to investing. Others include Environmental, Social and Governance (ESG), Sustainable Investing and Impact Investing.

This type of investing aims to exclude profiting from activities that are considered harmful to society and the environment (e.g. weapons or gambling). Instead people, countries and

pension schemes are now leaning towards investing in organisations, companies and projects that are committed to operating in a way that is sustainable for the future.

The Trustee is currently considering how best to further incorporate the principles of ESG within the Plan's investment strategy. Look out for the Trustee Podcast (see page 10) with Gill Manning, Trustee Director and Chair of the Trustee Investment Sub-Committee, later this year.



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



# Points of interest

## STAY ON HIGH ALERT FOR PENSION SCAMS

Scams are still on the rise, targeting anyone and everyone. Remember that they can take many forms and are designed to appear to be a legitimate investment opportunity.

Fraudsters are clever and know all the tricks to get you to hand over your savings.

For more tips on how to avoid being scammed, visit the news section on our website at [www.hprbp.com/news](http://www.hprbp.com/news)

## BUDGET UPDATE – LIMITS ON PENSION SAVINGS

There was only one change to the limits on pension savings in the March 2021 Budget Statement. This change was to freeze the Lifetime Allowance (LTA) at its current level (£1,073,100) until the end of the 2025/26 tax-year. Before this change the LTA increased automatically each year in line with the increase in the Consumer Prices Index.



## TRUSTEE PODCAST

We will be introducing a new 'Trustee podcast' facility to our website later this year.

Here you will be able to listen to a series of interviews with various members of the Trustee Board.

If you have registered for 'My pension' (see page 7) look out for an email letting you know when the first interview is live.

## A NEW NORMAL MINIMUM PENSION AGE (NMPA)

From 6 April 2028 the Government plans to increase the NMPA from age 55 to age 57.

The NMPA is the earliest that, for most people, you can start accessing your pension savings without incurring significant tax charges. Different rules may apply for certain occupations (e.g. fireman) or if you are retiring due to ill-health.

### Further updates online

For even more news, visit the 'Trustee Report online' at [www.hprbp.com](http://www.hprbp.com)

 Trustee Report online

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# Retirement process

We are currently building out and enhancing the way we take members through the retirement process.

Choosing how and when to take your pension is a big decision. One that will most likely affect you for the rest of your life!

As your Plan Trustee, we want to ensure that you've all the information you need to make the right choices. We have made important tools and support available to you.

Our Plan website contains a wealth of information specifically focused on helping you understand each of the options. You'll also find a link to **'My pension'**. This is the secure area which holds your pension record.

Here you can:

- Check we have the right contact details for you; and
- Run retirement estimates at whatever dates you would like to consider taking your pension from.



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Most Deferred members aged 55 or over will receive an Annual Benefit Statement this year. These are scheduled to be issued in batches over the coming months. This not only summarises your options but is a key to even more help and support. We will also arrange for details of your benefits to be loaded into an online modelling tool provided by Aon at the same time as you receive your Benefit Statement.

This tool will help you understand how your Plan pension works and will give you information on options outside the Plan which may be suitable for some members.



Aon's modelling tool

Even if you are not considering retiring for a few years its worth investing a little time now to understand the different options available to you.

If, having looked at your options on the modelling tool, you think you may like to consider taking your benefits now, you should really think about talking to a financial adviser. They can answer any questions you may have and then help you through the process.

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



# Cyber security

The Plan holds large amounts of personal information about our members and other assets which can make us a target for fraudsters and criminals. We are taking steps to protect our members and assets accordingly, which involves putting in protective measures against cyber risk. This is an issue which The Pensions Regulator (TPR) is asking all trustees and scheme managers to address, regardless of the size or structure of their particular scheme.

Cyber risk is broadly defined as the risk of loss, disruption or damage to a scheme or its members as a result of the failure of its information technology systems and processes. It includes risks to information (data security) as well as assets, and both internal risks (e.g. from staff) and external risks (e.g. hacking).

We are taking steps to build our cyber resilience – our ability to assess and minimise the risk of a cyber incident occurring, but also to recover when an incident takes place. We are also collaborating with all relevant parties (including our third party service providers) to define our approach to managing this risk, in line with guidance provided by TPR and other industry experts.

To date we have implemented the following measures:

- Two stage authentication for access to the Trustee library (which contains historical information about the pension scheme);
- Improved security for the devices that the Trustees use to manage scheme information;

# Guaranteed Minimum Pension

- A more robust password regime for protecting sensitive Plan electronic information;
- An electronic signature approval system;
- Dedicated Trustee email accounts;
- Annual cyber awareness training for Trustee Directors; and
- Governance processes to manage cyber protection, incident response, password management and emails. These are reviewed and updated at least annually to ensure that the latest cyber protection protocols are incorporated.

Our next steps will include assessments of the cyber protection measures that our third party service providers have in place, to ensure that Plan information is adequately protected, no matter where it is held.

We are still continuing to work with our advisers to determine the next steps, as are the trustees of many other UK pension schemes. The process is complex and may be affected by future developments – for example, further court proceedings (including any appeal of the Lloyds Bank ruling) or guidance or legislation from the Government. It may take several years before we are able to communicate any adjustment that may be required to benefits for any member impacted.

Further updates will be communicated in future on the Plan website over time. No member's benefits will be reduced as a result of the court ruling.

**You do not need to take any action at this stage.**

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

# Contact details

If you have a question about the Plan, or your benefits, and you cannot find the answer on the website please contact our Administration Team on:

@ **HP2@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, you can contact the Plan Trustee on:

@ **iphpplan@zedra.com**

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

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