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| The Wessex Water Pension Scheme Defined Contribution Section (the scheme) is set up under trust and is managed by a group of trustees. The scheme enables you to save in a tax-efficient way for your pension. The company will make contributions to the scheme on your behalf which will be invested with Legal & General.  **The Scheme:**   * You will be automatically enrolled into the scheme from the start of your employment * Contributions will be deducted from your pensionable salary at the **Starter Level of 3% pa** * The company will contribute contributions of 5% pa in addition to the amount you pay * The scheme’s default normal retirement age is 65 * You should consider whether age 65 is appropriate for your retirement plans - you are able to select an alternative retirement age should you wish * A dedicated website is available where you can find more information on the investment options available and general details about the scheme [**http://www.legalandgeneral.com/wessexwater**](http://www.legalandgeneral.com/wessexwater) * You can also call the Legal & General helpline on 0345 0708686 quoting PIN number 68. |
| **Contributions:**   * Your contributions are taken by Salary Exchange reducing the amount of tax and national insurance you pay * After your first contribution is paid you can increase your contributions to 5% and benefit from increased company contributions of 8% and improved insurance cover. * You can choose to pay extra contributions above the Standard Level, these are known as Additional Voluntary Contributions (AVCs).  |  |  |  |  | | --- | --- | --- | --- | | **Your GROSS contribution** | **Company contribution** | **Total contributions** | **Insurance Cover** | | **Starter Level - 3%** | 5% | 8% | Lump sum – 3 x salary | | **Standard Level - 5%** | 8% | 13% | Lump sum – 4 x salary  Additional Lump Sum 4 x salary where there is an eligible spouse/dependant | |
| **Default Investment Option: The Retirement Planner 15 Year CASH Lifecycle**     * Contributions are invested in the default option unless you personally select other funds. * You can select alternative funds and switch your investments, anytime after your first contribution is paid * Depending on the length of time before you reach the scheme Normal Retirement Age of 65, your initial contributions will automatically be invested in either one, or a combination of default funds below.   **The default option uses 3 different funds to invest your contributions, the actual funds used will depend on your age and length of time from retirement - these changes happen automatically, on a quarterly basis.**  **Contributions are initially invested in a passive global equity fund: (L&G Global Equity Market Weights 30:70 GBP Currency Hedged Fund).**  **15 years before retirement, your pension pot will be moved, gradually, into a multi asset fund: (L&G Multi-Asset Fund).**  **And in the 3 years before your retirement your pension pot will gradually move to cash : L&G Cash Fund.**  **Please refer to the enclosed Investment Guide for more information on the default option and other investment choices.**  **The Retirement Planner 15 Year CASH Lifecycle has an overall fund charge of between 0.44% and 0.40% a year.** |

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| **What to do now?**   * Review the S**cheme booklet** and **Investment guide**. * Please complete and return the **Expression of Wish form** * Complete and return the **Increase in Contribution form** **only if** you want to increase your contributions to the **Standard level - 5%** * Complete and return the **Switch form** **only if** you wish to switch your investments out of the default option and into other funds of your choosing. * Complete and return the **Additional Voluntary Contribution AVC form only if** you would like to pay contributions above the **Standard level – 5%** * Register online **http://www.legalandgeneral.com/wessexwater**  to review and manage your pension pot when convenient for you.   The pensions team will provide Legal & General with your personal details in order for a pension record to be opened for you and for your contributions to be invested.  **Data Protection Act 1998**  For the purposes of the Data Protection Act 1998, by joining the scheme you give your consent for the processing of your personal data by the trustee, the Pensions team and Legal & General (as data controllers) for the purpose of your scheme membership.  If you have any queries the Pensions team will be happy to help.  **Ali Standerwick (pensions and reward manager) 01225 526117**  **Lyn Sliney (pensions support manager) 01225 526115**  **Ryan Dorrington (pensions administrator) 01225 526609**  **e-mail: pensions@wessexwater.co.uk** |

The investment information provides general details of the funds available. The trustees recommend that you seek advice from an independent financial adviser. Please note that the trustees are not liable in any way for the investment decisions you make (or fail to make). They will review the range of funds available and take advice for this purpose. However, you are exclusively responsible for the investment decisions you make for the investment of your personal account. The trustees cannot give you investment advice.

**IFA Promotions can provide details of independent financial advisers in your area** [**www.unbiased.co.uk**](http://www.unbiased.co.uk)

**Final points to consider & remember:**

* **The Default Investment Option; the Retirement Planner 15 Year CASH Lifecycle, targets your pension savings to be 100% in cash at retirement , this may not be right for everyone. You must be comfortable that this strategy is in line with your retirement plans and if your plans change, you’ll need to consider whether this is still the right option for you. And you must also remember that only the first 25% of your retirement savings can be taken tax free, even if you take it all as cash – the rest will be subject to income tax.**
* **You should consider whether age 65 is appropriate for your retirement plans - you are able to select an alternative retirement age should you wish. Please advise the pensions team by email** [**pensions@wessexwater.co.uk**](mailto:pensions@wessexwater.co.uk)

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| **You are able to opt out of the scheme please contact the pensions team for more information.**  **Please note, a refund of your contributions will only be possible if you opt out within 30 days of joining the scheme.** |