



DUN & BRADSTREET

2021 Trustee Report



Welcome to your 2021 Trustee Report

We're very excited to introduce your new Plan administrators, Buck.

As part of their role, the Trustee regularly reviews whether the administrators of both the Defined Benefit (DB) and the Defined Contribution (DC) Sections are providing the best possible service. After reviewing the performance of the DB Section's administrator, Mercer for several years, and assessing them against other possible administrators, the Trustee decided to move the administration of the Plan to a new partner, Buck. The Trustee believes Buck will be better able to deliver an accessible and straightforward service to help you stay on top of your retirement savings and benefits. The Trustee was happy with the service that the Plan's Defined Contribution (DC) administrator, Aviva, were providing and they will not be changing.

Buck – your new DB Plan Administrator

On 20 September, we will be welcoming your new Plan Administrator, Buck. This change comes about as a result of seeking out an administrator which provides better visibility and accessibility to your retirement savings. You can read more about Buck on [page 8](#).

2021 is a valuation year

A full actuarial valuation takes place every three years and is a process which assesses the financial health of the Plan. As this process takes a little while we will report the findings in next year's report. Find out more about what this means for you on [page 9](#).

There have been some updates to the DC Section's default lifestyle fund

Whether you prefer to have your investments selected for you through one of the lifestyle investment options or prefer to have control over which investment funds your savings are invested in, we ensure you have a good range of funds available to you. You can read more about the lifestyle options available to you on [page 4](#).

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Your investment options

It's one of the Trustee's responsibilities to regularly review the investment options available to members and look at whether they believe the investment funds offer value for money for the members. As part of this review the Trustee has decided to change the Plan's default option. We'll outline this change a little later but let's look first at why investing is an important part of saving for retirement.

What do we mean when we talk about investing?

Generally, when people talk about investing, they mean the act of buying financial products such as bonds, stocks and indexes with cash in the hope that they will rise in value, increasing the value of their money over time – this change in value is referred to as a 'return'. Different products have different levels of risk associated with them and as a result some are more likely to result in higher or lower returns. When we talk about investing through the Plan's DC Section, we do not mean directly purchasing bonds and stocks but instead we mean investing into an investment fund. This fund is managed by an investment manager and is made up of many different financial products, depending on the type of investment. It's the role of the investment manager to make choices to invest in products that they believe will give the best returns. Often the fund will be invested in a range of products and this diversity can help to reduce the risk of sharp rises and falls in value.

Why do we invest?

Investing your savings is one way you can aim to grow/increase the value of your money over time.

Another reason it may be worth considering is that it can offset inflation. The value of your savings today will not be able to buy you the same things in the future because of inflation. If you choose not to invest, or invest in cash only, the 'real' value of your savings is likely to fall over time as their value will not keep pace with inflation. Below you can see some examples of how the value of some basic household items could change over time.

Item	Price now	Price in 10 years		
		if inflation is 1% pa	if inflation is 3% pa	if inflation is 5% pa
Eggs (6 Free Range Eggs – Medium (size 4))	£1.69	£1.87	£2.27	£2.75
Bread (Sliced white 800g loaf)	£1.08	£1.19	£1.45	£1.76
Milk (Per pint, pasteurised)	£0.42	£0.46	£0.56	£0.68
Petrol (Unleaded, per litre)	£1.25	£1.38	£1.68	£2.04
Tea bags (Per 250g)	£1.98	£2.19	£2.66	£3.23
Pint of bitter (Per pint)	£3.22	£3.56	£4.22	£5.25

Example prices from ONS data: April 2021

How do we work to protect and grow your savings?

While it's important to remember that it is possible that investment prices can drop and that there's no such thing as a risk-free investment, these risks can be reduced by taking appropriate steps. The correct level of risk will vary over your lifetime and from person to person. It is part of the role of the Trustee to make sure that there are appropriate investment options for all members regardless of their risk preferences. These options are selected with the assistance of the Plan's investment advisers who carry out many due diligence checks as part of their assessment of possible investment managers and funds.

An important part of providing investment options is providing a default option that is likely to be most appropriate for most members. The default option changes the balance of risk depending on how close to retirement you are.

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What is the default option?

Before June 2021, the default option was the Diversified Lifestyle Annuity Investment Programme. If you did not make an investment selection when you joined the Plan, your Investment Account was invested in this default option. The aim of this default option was to grow the value of your Investment Account while you were far from your chosen retirement date but then during the last 10 years, your savings were gradually switched to lower-risk investments to try and protect the value of your savings from sudden changes in value. In addition, this default option assumed that when you reached retirement, you would use the majority of your savings to purchase a fixed pension, known as an annuity.

The default option is one of four lifestyle options available through the Plan. Two options are designed to target income drawdown in retirement and two are designed to be used to provide a fixed pension by purchasing an annuity.

Over the past year we've made some changes to the default option

Lifestyle options are designed to invest your money in a way that has the potential for long-term growth during the early years of your working life. Over the course of your retirement journey, the money is gradually and automatically moved to lower-risk investments as you near retirement.

As explained above, the previous default option targeted the purchase of a fixed pension, or annuity, in retirement. However, both Plan members, as well as members of other pension schemes, are increasingly choosing to use their pension savings to provide a flexible pension in retirement by using 'income drawdown'. To reflect this change in members' preferences, in June this year, the default option changed

to the Diversified Drawdown Lifestyle 2021, which keeps more of a member's pension savings invested in growth assets up to the point of retirement on the assumption that they will remain invested into retirement so that the member can draw an income to meet their needs. The new default option is one of the four lifestyle options offered by the Plan and each invests in a different mix of investment assets depending on how close you are to retirement.

As well as the change to the default option, changes have also been made to all of the lifestyle options. For example, for the two Diversified Lifestyles, the period over which they switch from equities to diversified assets has increased from 5 years to 15 years. In addition, the mix of the underlying funds in which the lifestyle options invest has changed.

Finally, all four lifestyle options have been renamed:

1. The Diversified Lifestyle Annuity Investment Programme or DLAIP (the previous default option), is **now called Diversified Annuity Lifestyle 2021 (DAL)**,
2. The Diversified Lifestyle Drawdown Investment Programme or DLDIP, is **now called Diversified Drawdown Lifestyle 2021 (DDL) (the new default option)**,
3. The World Equity Lifestyle Annuity Investment Programme or WELAIP, is **now called the Equity Annuity Lifestyle 2021 (EAL)**, and
4. The World Equity Lifestyle Drawdown Investment Programme or WELDIP, is **now called the Equity Drawdown Lifestyle 2021 (EDL)**.

The new default option

The Diversified Drawdown Lifestyle 2021 is the new default option for members who do not make an investment choice, or if you decide this lifestyle option best suits your needs.

The Diversified Drawdown Lifestyle 2021:

- Invests 100% in equities until 25 years to retirement. The regional exposure is 30% UK equities and 70% overseas equities.
- Starts to move from equities to more diverse investments once a member is 25 years away from retirement. A multi-asset fund that invests in a wide range of asset classes is used for this purpose. This transition continues until members are 10 years to retirement when their fund will be fully invested in the multi-asset fund.
- Starts to invest partly in cash during the final 10 years to provide more capital protection, so that at retirement, members' savings are invested 75% in the multi-asset fund and 25% in cash.

WHAT DOES THIS MEAN FOR YOU?

We wrote to you earlier in the year to let you know how these changes will affect your Investment Account but below is a quick summary for those members who were invested in the previous default option, the Diversified Lifestyle Annuity Investment Programme.

If you were within 10 years of your retirement date at the date of change, your savings are now invested in the Diversified Annuity Lifestyle 2021.

If you were more than 10 years from your retirement date at the date of change, your savings are now invested in the new default fund, Diversified Drawdown Lifestyle 2021.

If you would like to review or update your investment choice you can do this online at www.dnbpensionplan.co.uk

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Sustainable investing

What is sustainable investment?

Sustainable investment is about finance-driven, long-term strategies that integrate ESG (environmental, social and corporate governance) factors and effective stewardship. Integrated ESG is the systematic and explicit inclusion of ESG factors into financial analysis and investment decision making. It's about making ESG factors a key consideration when deciding whether an investment is a sound one.

Why ESG integration is important?

Investing in a way that considers ESG factors can mean better outcomes for our environment and encourage companies to act in a socially-responsible way. On top of that there's some empirical evidence that points towards a moderate long-term risk adjusted return advantage for approaches which integrate ESG and effective stewardship. It's better for the world and better for you!

High standards of governance make for better investments

Corporate governance is often found to be the most influential factor. ESG integration can help to reduce exposure to companies with unsustainable business practices and unsound corporate governance. This often means a reduction of long-term financial risks.

How the Trustee is managing sustainable investments?

The Trustee believes ESG factors and stewardship policies have an impact on the Plan's financial and non-financial outcomes. The Trustee is responsible for regularly reviewing the Plan's investments and ESG factors are considered amongst other risk and return factors.

The Trustee's policy is to delegate the extent to which ESG factors and stewardship policies decide on which funds are chosen to the Plan's investment managers. The Trustee reviews the investment managers ESG and stewardship policies regularly to ensure that the investment managers are carrying out their delegated responsibilities.

During the year the Trustee has looked into the possibility of making an ESG specific fund available to DC Scheme members as an additional investment choice. The options available at the moment carry high charges and the Trustee is not convinced that the higher costs are compensated by improved performance. The Trustee will continue to look at alternative ESG investment options as they become available on the Aviva platform.



MY WORKPLACE: A NEW WAY TO ACCESS INFORMATION ABOUT YOUR DUN & BRADSTREET PENSION ACCOUNT

Previously called Aviva MemberSite, My Workplace lets you keep an eye on your Investment Account online or using a Smartphone App. If you have DC benefits with the Plan and previously had access to My Aviva or have saved through other Aviva products you can activate My Workplace.

Once you've activated My Workplace, you'll be able to:

- Check the value of your pension
- Use our tools to see how your pension is performing
- Choose and switch the funds or investment approach your pension is invested in
- Add or update a beneficiary
- Check and update your personal information
- Check and update your selected retirement age

Look out for an email or letter from Aviva explaining how to register.

By law, the Company, the Trustee and Aviva are not permitted to give you financial advice. If you need further advice on your pension, you should consider taking independent financial advice. An independent financial adviser (IFA) can help you plan your financial future. They will talk to you to understand your circumstances and provide suitable advice for your own situation. IFAs can advise on many financial topics including pensions, saving and investments, tax, mortgages and loans. Please be aware that a financial adviser may charge for their services. To find a local financial adviser go to [vouchedfor.co.uk](https://www.vouchedfor.co.uk)

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SIGN UP FOR A FREE SEMINAR

To give you a helping hand Aviva have put together a series of seminars to guide you through the different aspects of saving into a pension, accessing your pension savings and getting your retirement plans in order.

AGE 45 OR OVER?

Join our Mid-Life MOT seminar: You'll probably have hopes, dreams and aspirations for your retirement. It might be in a few years' time, but whenever it is, understanding how pensions work and how to access your savings is essential.

WHAT WILL WE TALK ABOUT?

Our one-hour Mid Life MOT seminar will cover:

- Wealth – broad view of your overall financial position, savings and your plans for retirement
- Wellbeing – importance of looking after your health, lifestyle and general wellbeing
- Planning and next steps

[Click here](#) to view the list of dates for the Mid-Life MOT seminar. Please note, spaces are limited and are available on a first come, first served basis.

My retirement my way Seminar: The Trustee would like to invite you to the Aviva My Retirement my way webinar. These sessions are aimed at Scheme members over the age 55 or considering retirement in the next 2 years.

WHAT WILL BE TALKED ABOUT?

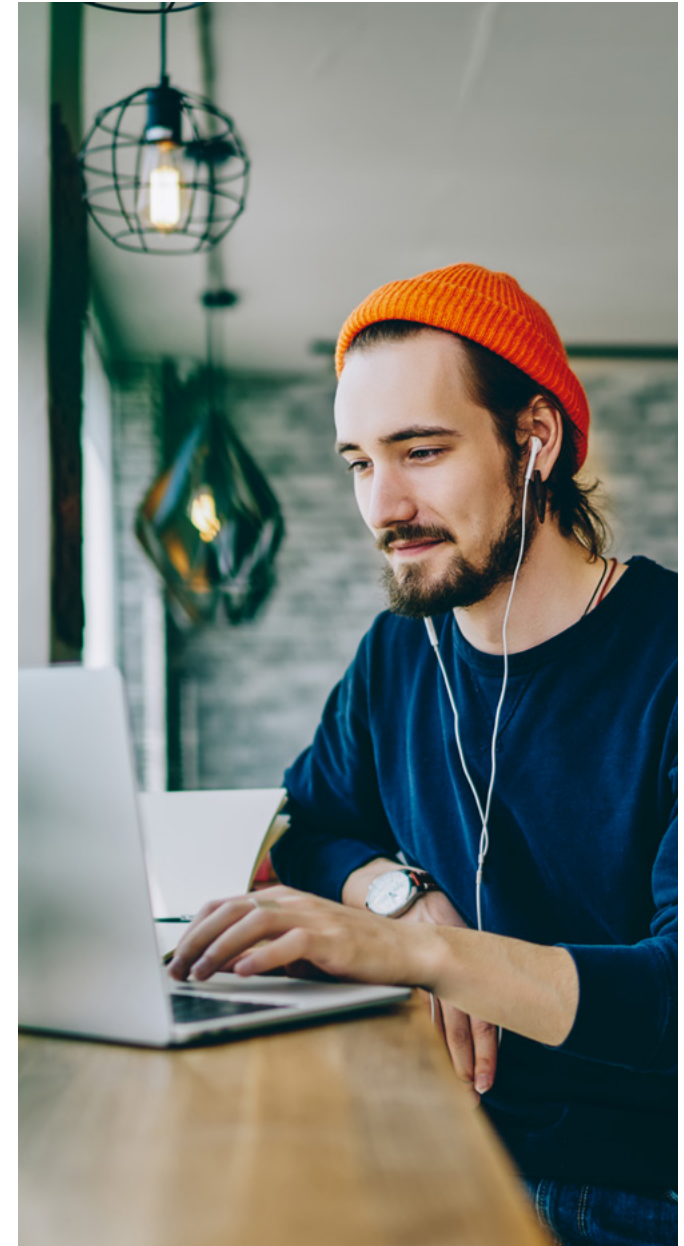
The one-hour My Retirement my way seminar will cover:

- Lifestyle
- Planning your finances in retirement
- Retirement options
- Next steps

[Click here](#) to view the list of dates for the My retirement my way seminar. Please note, spaces are limited and are available on a first come, first served basis.

These seminars will run online via Teams and there will be time for questions at the end.

Please note that these are generic sessions and we will not be able to cover Scheme specific information..



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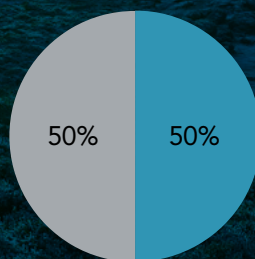
The investment markets

Equity markets returned strong positive growth between 31 March 2020 to 31 March 2021 across all regions. UK government bond yields (which move inversely to bond price) have increased leading to decreases in bond prices and producing negative returns in gilts. Over the first quarter in 2020, COVID-19 morphed into a global pandemic, with central banks policies easing aggressively to provide liquidity and mitigate the demand shock. As economies opened over the second quarter in 2020, governments continued to provide monetary stimulus programmes to help economic recovery. Beyond quantitative easing programmes, the US and UK central banks have kept interest rates at their record low over the last 12 months. Interest rates in the UK, US and the EU have remained unchanged since March 2020. The end of 2020 and early 2021 saw continued recovery in markets following the COVID-19 vaccine rollout and Joe Biden's election as the US President. In currency markets, Sterling has appreciated against the US dollar, the Euro and the Yen.

Asset allocation update

In July 2019, the Plan completed a partial buy-in of approximately £25m of its pensioner liabilities, with Just Retirement Limited, that insures a portion of the Plan's pensioner liabilities. Following this, in January 2020, the Plan agreed to update its strategic asset allocation to exclude the buy-in assets, and is now comprised of 50% of assets invested in return-seeking assets (diversified growth funds which include a range of different underlying strategies) and 50% in matching assets.

Asset allocation



■ RETURN-SEEKING ASSETS ■ MATCHING ASSETS

The DB Section Investment performance to 31 March 2021

1-Year Return	1-Year Benchmark	3-Year Return p.a.	3-Year Benchmark p.a.
3.5%	-5.0%	6.1%	4.2%

Note: Total plan performance excludes performance of the buy-in asset



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Introducing Buck – your new Plan administrators

The more contact you make with your Dun and Bradstreet Pension Plan the more likely you are to make the best decisions for your pension, and we recognise that accessibility to Plan information is an important factor in making these decisions. We have been aware of some disruption of service offered by Mercer’s move from Birmingham and had been monitoring the situation closely. Following a review of service and a thorough assessment of potential providers, we’re very pleased to be moving from our old Plan administrator Mercer to Buck – one of the largest pensions organisations in the world.

Who are Buck?

They are a cornerstone of the pension and benefits industry whose advisers have been entrusted for over 100 years to provide administrative services to their clients. Buck has over 200 clients globally and we trust that their people-first, hands-on administration approach to pensions will mean a better service for you.

What does this mean for you?

You’ll have seen some communications introducing Buck, but what does this mean for you? We carefully monitor the performance of our administrator and believe that the transfer over to Buck will improve waiting times and provide better visibility and access to your benefits.

Although we’re changing administrators, we’ve made sure that you still have access to the same great benefits. Your benefits and savings will not change. However, look out for a new portal which will help facilitate this transition and where you can look forward to an improved experience in managing your pension.

You’ll be able to

- View and manage your D&B Pension Portal profile
- Review and change your Expression of Wish
- Read member and Plan documentation
- Find out important information about the Plan

We’ll be sharing more details about how to use the portal and dealing with your queries through Buck but in the meantime these are the key steps in this transition.

Planning to take your retirement benefits?

If you plan to take your retirement benefits we recommend that you call Buck to discuss your options after 20 September.

You can call them on 0330 123 9687.

Date	What’s happening?	What to do?
26th August to 19th September	Transfer Period – During this time all the membership data is transitioned to Buck.	<ul style="list-style-type: none"> • Business as usual: you are still able to access your pension savings through Mercer’s OneView at www.merceroneview.co.uk/DAB. • Be patient with us: queries may take longer to respond to in this time but we’re working hard behind the scenes to keep disruptions to a minimum
20th September	Welcome to Buck – all Plan members will now be managed by Buck.	<ul style="list-style-type: none"> • Login to your new Plan portal: all your membership data will now be held by Buck and you can contact them with any of your queries via the details listed below

Before 20 September 2021

– contact the Mercer administration team

Telephone: 0330 102 7939

Email: D&Bpensions@mercer.com

After 20 September 2021

– contact the Buck administration team

Telephone: 0330 123 9687

Email: dnpensionplan@buck.com

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Funding update

Full plan valuation

The Plan's Actuary produces a full Plan valuation once every three years with interim valuations carried out every year. In the valuation the Actuary calculates the value of the Plan's liabilities on an ongoing basis and compares this with the value of the available assets. The ratio of the value of available assets against the calculated value of liabilities is called the 'funding level'. In 2020 the funding level was 96%.

As 2021 is a full valuation year there is no interim funding level to report. The results of the full Plan valuation will be available in next year's newsletter.

Chairman's annual governance statement

Each year, the Chairman releases a statement summarising the governance of the Plan, in accordance with legislation.

By law, this statement covers the default investment arrangement for members, the core financial transactions, the charges and costs for the Plan and Trustee knowledge and training. The Auditors, as a part of the audit, assess the Plan's governance in eight areas. In all eight areas the Plan performed better than the benchmark of their total client base.

The Chairman was satisfied that the Plan met all areas for good governance and good 'value for members' for the Plan year ended 5 April 2020.

If you would like to read the most recent full Governance Statement, it can be found in the 2020 Annual Report, available at www.dnbpensionplan.co.uk



Useful links and contacts

Whether you need help with taking care of your money, pensions support or financial support during serious life events such as illness or divorce, MoneyHelper is a government-backed provider that can help you with all this.

You may be more familiar with the Money advisory service, Pension wise or the Pensions advisory service, the three legacy brands that now make up MoneyHelper. You can trust that you'll find all the same helpful advice, face to face appointments and tools to support your financial health but now helpfully located under one roof at www.moneyhelper.org.uk

MORE RESOURCES

If you are a DB or Old Money Purchase member:

Dun & Bradstreet (UK) Pension Plan
Buck (Bristol)
PO Box 319
Mitcheldean
GL14 9BF

Telephone: 0330 123 9687

Email: dnbpensionplan@buck.com

If you are a DC member:

Aviva Corporate Client Services
PO Box 1550
Milford
Salisbury
Wiltshire
SP1 2TW

Telephone: 0800 068 1431
(ask for the Dun & Bradstreet team)

Email: DunandBradstreet@aviva.com

For DC members who would like information on their retirement options, there is an information centre:

Aviva
PO Box 1550
Milford
Salisbury
Wiltshire
SP1 2TW

Email: DunandBradstreet@aviva.com

NEED MORE INFORMATION?

Find out more on the Plan website www.dnbpensionplan.co.uk. If you need more information about the Plan, you can also contact the Chairman of the Trustee and the Secretary to the Trustee. Their contact details are:

Chairman of the Trustee: Andy Jermy
Email: chair@dnbpensionplan.co.uk

Secretary to the Trustee
Email: secretary@dnbpensionplan.co.uk

