



# PENSION NEWS

Airbus Group UK Pension Scheme

Newsletter for members in receipt of a pension. Issued May 2018

# Chairman's Introduction

Welcome to this edition of Pension news. You will be able to see what the performance has been of each of the funds in which your pension pot has been invested.

Due to the various regulations that surround the Scheme, the Trustees have undertaken an exercise to take a fresh look at several governance topics to ensure that they remain fit for purpose and that the Scheme can be considered as a good one. This has included a review of several internal policies such as Terms of Reference for sub-committees, Conflicts of Interest and Gifts & Hospitality, all of which have been reviewed and updated where applicable in line with Airbus guidelines.

The Trustees continuously monitor the Scheme's approach to governance required by outside regulators. This includes assessing the Scheme against the Pension Regulator's Defined Contribution Code of Practice which has to be reviewed regularly on an on-going basis. The Chairman's Statement in the Report & Accounts further examines compliance with the DC Code and addresses several other matters related to the running of the Airbus DC Pension Plan.

It has been a busy year for all involved with the Scheme and future years will continue to be full of activity. This newsletter outlines some of the key objectives that the Scheme is working towards in order to remain compliant and create an excellent member experience.

If you have any feedback on Pension News we welcome your comments alongside any ideas for future topics that you would like to see covered.

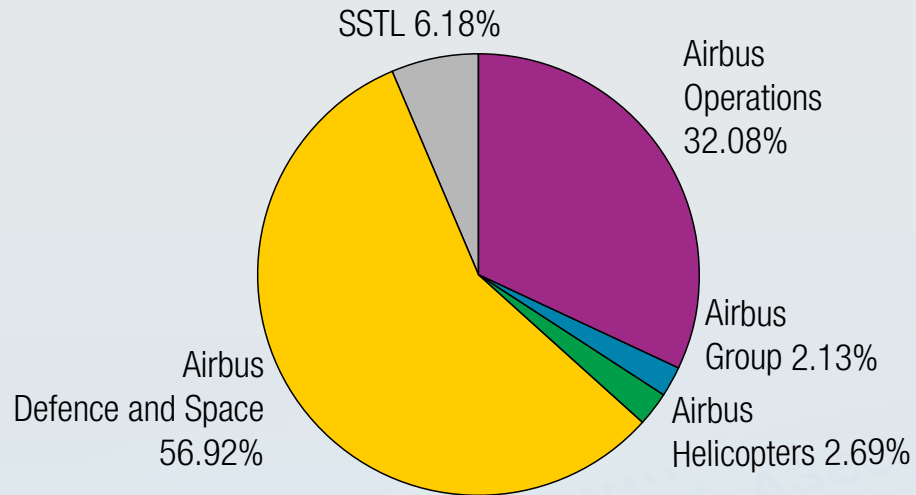
*Bill Newman*



**Bill Newman, Chairman of Trustees**

# Scheme Report

## Contributions by Employer @ 31 December 2017



## Membership by Type

### Active Members @ 31 December 2018

|              |             |
|--------------|-------------|
| Schedule 1   | 3792        |
| Schedule 2   | 446         |
| Schedule 3   | 256         |
| <b>Total</b> | <b>4494</b> |

|                         |             |
|-------------------------|-------------|
| Deferred Pensioners     | 1907        |
| Pensioners & Dependants | 761         |
| <b>Total Membership</b> | <b>7162</b> |

## Scheme Finances

The Scheme's auditor Ernst and Young LLP, has given an unqualified audit opinion on the financial statements for year ending 5 April 2018, confirming that the financial statements give a true and fair view of the Scheme's financial transactions during the year and the net assets at the year end.

The auditor has also given an unqualified statement on the contributions, confirming that the contributions payable to the Scheme for the year ended 5 April 2017 have been paid in accordance with the Schedule of Contributions. You can request a copy of the full Annual Report and Accounts from the Pensions Manager.



# Defined Benefit Investments

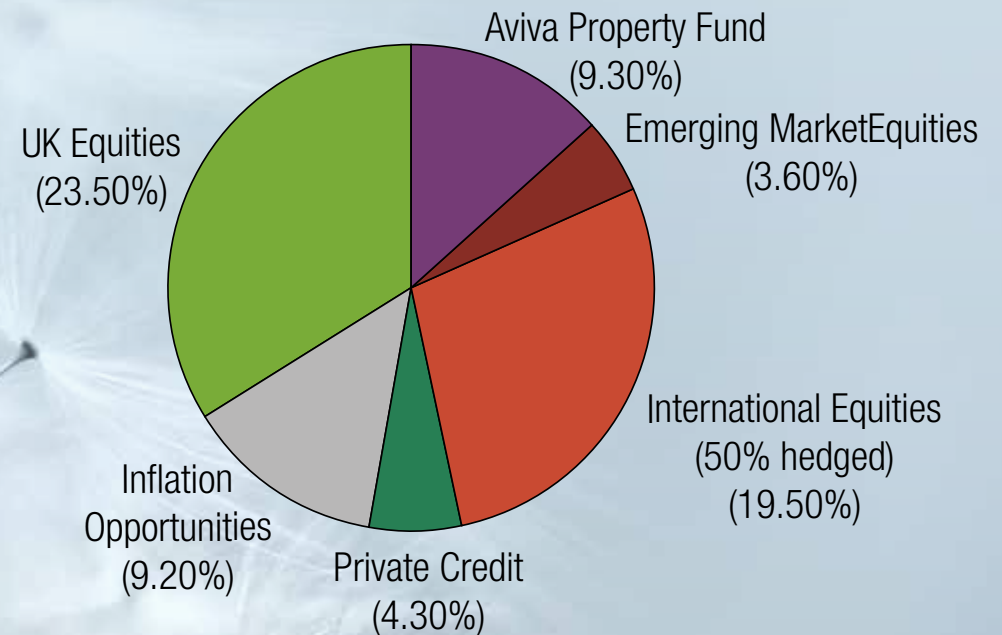
Over the twelve-month period to 31 December 2017 the Scheme assets performed well. Equity markets, and particularly those overseas, had an increase in value which was boosted by Sterling's depreciation after the UK Referendum to leave the EU.

UK Government bonds did well over the period but, in the first part of 2017, the bond markets fell due to an expectation of rising inflation and optimism about the global economic outlook which led to a reduced appetite for safer investments.

Comprehensive details of the Trustee Board's investment strategy are set out in the Statement of Investment Principles (SIP) a copy of which can be obtained from the Scheme's mailbox at [ukpensions@airbus.com](mailto:ukpensions@airbus.com)

The Trustees of the Scheme have made a commitment to invest in the IFM Global Infrastructure Fund. The process requires a suitable investment to be found by the fund and can take 18-24 months for the investment to be completed.

## Asset Allocation @ 31 December 2017



# Key Events in 2018

## Cassidian Scheme Merger

In 2017, Airbus made a decision to consult on closing the Cassidian Pension Scheme and move all of the members to the Airbus Group UK Pension Scheme. The consultation has now closed and the members moved to the Scheme from 9 April 2018. With the merger come a few key changes to the Scheme:

- A new section of the Scheme will be created to take the legacy section of the Cassidian Scheme
- Some additional funds will be made available to members. The details of the funds are being worked through with the Scheme's investment consultants and more information will be provided when it is available
- An additional Member Nominated Trustee and Company Nominated Trustee will be appointed to the Scheme's Trustee Board. Details of the new Trustees are available later in this newsletter.

Bringing Cassidian members into the Scheme will not affect you or your fund.

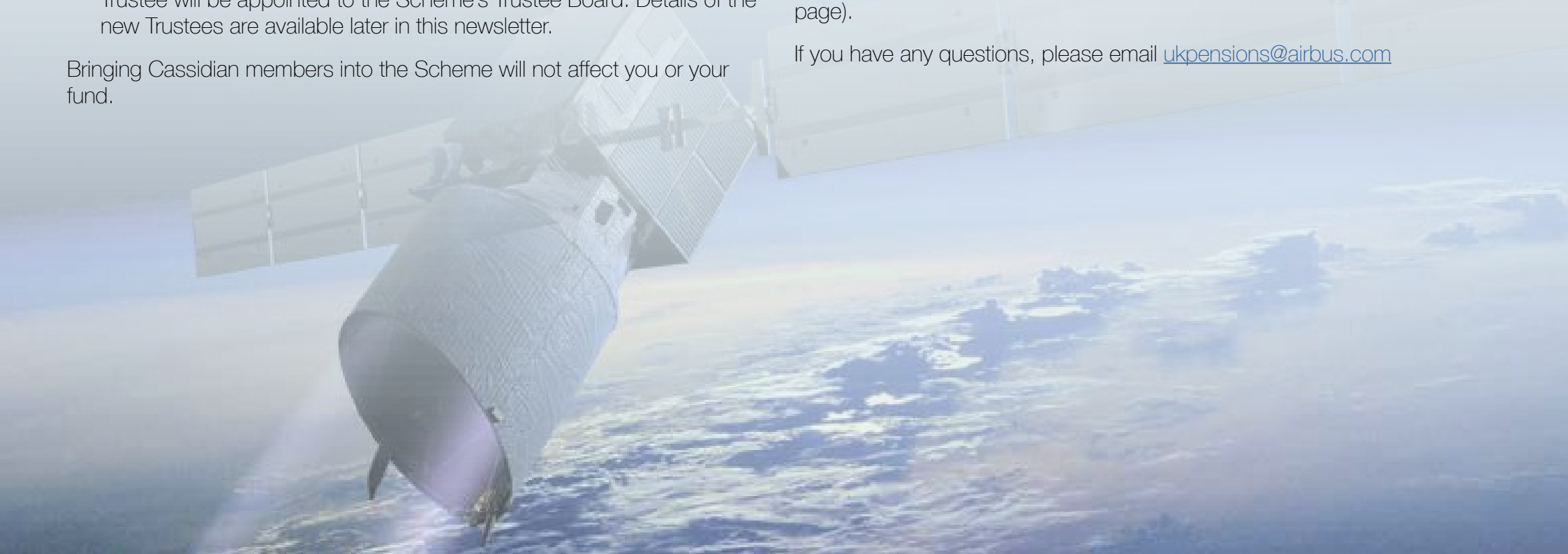
## General Data Protection Regulation – GDPR

On 25 May 2018, GDPR regulations will come into force. The GDPR regulation will take over from the current Data Protection Act.

The Trustees are working closely with third parties and legal experts to understand what this means for the Scheme. The way in which member data is processed will not change but there are some practical tasks (such as the updating of policies and running a data audit to understand the information we hold) which are currently ongoing.

A key requirement is for the Trustees to inform you who we may share your data with and why. In order for us to remain compliant, we must send you a privacy notice to explain this. As the privacy notice is applicable to all members (regardless of which part of the Scheme they are in), the Trustees have decided to put the privacy notice in this newsletter (shown on the next page).

If you have any questions, please email [ukpensions@airbus.com](mailto:ukpensions@airbus.com)



# Privacy Notice

## Who we are

Airbus Group Pension Scheme Trustees Limited is the trustee (“the Trustee”) of the Airbus Group UK Pension Scheme (“the Scheme”).

As the Trustee of the Scheme, we hold certain personal information (known as “personal data”) about scheme members and, where applicable, their dependants and beneficiaries. Most of the personal data held and processed by the Trustee in running the Scheme will be personal data (in other words, it is information from which you as an individual can be identified).

For legal purposes, the Trustee is known as the “data controller”, as we decide the purposes for and the means by which the personal data we hold is processed. The Scheme also works with joint data controllers which include Legal & General and Airbus.

## What Information we collect about You

Depending on the circumstances and the stage of your membership, we may hold some or all of the following information about you:

- your name and date of birth
- your address
- your national insurance number
- your gender
- details of your bank account (to pay benefits)
- details about your dependants and/or beneficiaries
- medical and other details about your health
- details of your pay and any associated benefits, bonuses etc

- your email address
- details of your race / ethnicity
- details of sexual orientation
- details of religious / philosophical political beliefs
- details of membership of trade union

## How we use that Information

The Trustee has a legitimate interest in holding and processing the above information about you as it is needed for us to properly administer the Scheme and to calculate and pay benefits. We also keep the above information in order to allow us to comply with our obligations towards members under the Scheme governing documents, as well as under relevant legislation. We will not collect any personal data from you that we do not need.

Personal data relating to the Scheme is held on paper and on computer systems. As the “data controller”, the Trustee must process this information fairly and lawfully.

As part of running the Scheme, we may also need to hold and process particularly sensitive information about you and/or your dependants and beneficiaries (known as “sensitive personal data”). Under the legislation, details relating to health, racial or ethnic origin, religious or other similar beliefs, sexual orientation and political affiliations are regarded as “sensitive personal data”. Except where the legislation allows it, this information cannot be processed or passed to a third party without your explicit consent.

Personal data may also be used for automated decision making. This may include:

- Eligibility for auto enrolment
- Eligibility for SMART (salary sacrifice)

- Default investment switching. This is based on a combination of factors such as age and target retirement date. This will be used to automatically switch your investments if you are in a lifestyle fund

## Who we Share it with

We are not allowed to disclose personal data about you to other parties except:

- when required for contractual or legal reasons or other specifically identified purposes; or
- where you have given your consent.

As the Trustee needs help from various advisers to properly administer the Scheme, we share personal data with the following:

- your current, past or future employer which may include group companies which are based outside the EEA. Where data is sent outside the EEA, appropriate safeguards are put in place to ensure that your data is kept secure. If your data is being transferred outside of the EEA (for example if you are working in a different country), your employer will be responsible for providing you with information about this and the safeguards that will be in place
- your past pension schemes/providers to query any information that is held
- the Scheme's professional advisers, including the Scheme actuary, auditor, medical advisers, investment adviser and lawyers
- the third parties who are responsible for the day-to-day administration of the Scheme on behalf of the Trustee including tracing agents and existence checkers
- HM Revenue & Customs and other legal/statutory bodies (such as the Pensions Ombudsman, the Pensions Regulator and the UK Courts) – the Trustee can be fined and subject to other action if it fails to provide certain information to these authorities

- the advisers and printers who help us prepare various communications we send to you, such as the annual benefit statement
- our appointed insurance company or companies for the purposes of life insurance and additional voluntary contributions
- depending upon how we pay pensions, the personal data we have to supply in order to effect a BACS transfer (the Bankers' Automated Clearing Service) or CHAPS (the Clearing House Automated Payment System) in the UK and/or a payment via HSBC when pensions are being paid overseas

## How Long we keep Personal Data for

We must keep all personal data safe and only hold it for as long as necessary. To meet the requirements of both UK tax and pensions law, we must keep certain personal data (for example, details about the date a member joins the Scheme, their name and address, and details of benefits paid) for a minimum of 6 years. But, given the nature of pension schemes, the Trustee may be required to keep some of your personal information for the rest of your life.

However, we review the personal data held in relation to the Scheme on a regular basis in accordance with our data retention schedule. If we conclude that certain personal data is no longer needed, that personal data will generally be destroyed.

## Your Rights

You have the right to see personal data that is held about you and a right to have a copy provided to you, or someone else on your behalf, in a machine readable (namely, digital) format.

If at any point you believe that the personal data we hold about you is inaccurate/wrong, you can ask to have it corrected.

You can require the Trustee to restrict/limit the processing of your personal data in certain circumstances, for example, whilst a complaint about its accuracy is being resolved.

You can object to your personal data being processed, although the Trustee can override this objection in specific instances where they have a legitimate interest in processing that information

Where you have given us your consent to processing your personal data, you can withdraw that consent at any time by notifying us (see “Who to contact” below). It may be possible for the Trustee to continue processing your personal data where this is justified.

You can request that your personal data is deleted altogether although the Trustee can override this request in certain circumstances.

You should be aware that taking any of the above steps could impact on the payment of your benefits and/or your participation in the Scheme and/or our ability to answering questions relating to your benefits.

Information will generally be provided to you free of charge, although the Trustee can charge a reasonable fee in certain circumstances.

## Who to Contact about your Personal Data

If you wish to:

- see your personal data or to exercise any of the rights mentioned above
- make a complaint about how we have handled your personal data

Please contact the Scheme Secretary or Pensions Manager by emailing [ukpensions@airbus.com](mailto:ukpensions@airbus.com)

## Making a Complaint to the Information Commissioner's Office

If you are not satisfied with our response to any query you raise with us, or you believe we are processing your personal data in a way which is inconsistent with the law, you can complain to the Information Commissioner's Office whose helpline number is: 0303 123 1113.

## Updates to this Notice

This notice is the latest version as at 06 February 2018. This notice will be updated from time to time. You will be able to see the latest version at <http://www.airbus.com/company/uk-pensions.html>





# Trustees and Pensions Consultative Committee

## Pensions Consultative Committee

The Pensions Consultative Committee (PCC) is made up of elected members of the Scheme to represent the views of the wider membership. The Company and Trustees often use the PCC to discuss potential changes to the Scheme and likewise, the PCC uses the forum as an opportunity to feed back any ideas that have been raised by Scheme members. The PCC meets regularly to discuss topical issues both within the Scheme and on wider pension industry issues.

There have been recent elections in Portsmouth and Filton. Below is a list of PCC members and the constituencies they represent as at May 2018:

| Name            | Constituency                            | Status              |
|-----------------|---|---------------------|
| David Hobbs     | Brize Norton, Oxford                    | PCC Member          |
| Vacancy         | Broughton                               | PCC Member          |
| Matthew Johnson | Broughton                               | PCC Member          |
| Phil Wadey      | Corsham, Hawthorn, Poynton, Oakhanger   | Chairman of the PCC |
| Vacancy         | Farnborough                             | PCC Member          |
| Tracey Blythe   | Filton                                  | PCC Member          |
| Richard Ware    | Filton                                  | PCC Member          |
| Tim Gilbert     | Guildford SSSL                          | PCC Member          |
| Steve Chafer    | Guildford, Leicester, Newcastle, Strand | Trustee             |
| Craig Musker    | Newport                                 | PCC Member          |
| Ian Westall     | Pensioners                              | Trustee             |
| Guy Newham      | Portsmouth                              | PCC Member          |
| Steve Parker    | Portsmouth                              | Trustee             |
| Denise Chappell | Stevenage                               | PCC Member          |
| Mick Sheahan    | Stevenage                               | PCC Member          |

The PCC welcomes contact from members across the Scheme and encourages you to get in touch with any feedback, questions or comments that you may have.

## Pensions Team

Airbus has an experienced in-house pensions team to help you plan for your retirement. Members of the team are not authorised to give financial advice but they can help you to understand what options you have at retirement, and answer general queries on any aspect of your pension and information about the Scheme. If you would like to make an appointment to speak to a team member, please contact [ukpensions@airbus.com](mailto:ukpensions@airbus.com)

## Changes to the Trustee Board

In September 2017, Steve Parker was re-elected unopposed to his position as a Member Nominated Trustee.

In December 2017, Keith Davies resigned from his post on the Trustee Board and was replaced by Ed Rackham.

Due to the Cassidian Merger, two new Trustees will be added to the Board with effect from the June meeting. Karen Thomas will be the Company Nominated Trustee and Paddy Francis will be the Member Nominated Trustee.

## Trustee and Advisers

|   |  |
|---|--|
| Trustee   | Airbus Group Pension Scheme Trustees Limited   |
| Trustee Board of Directors                            | Bill Newman (Chairman) – Independent<br>Steve Chafer – Member Nominated Director<br>Nigel Ede – Airbus Defence and Space<br>Steve Parker – Member Nominated Director<br>Ed Rackham – Airbus Operations<br>Ian Westall – Member Nominated Director<br>Marcus Wilhelm – Airbus Group |
| Principal Employer                                    | Airbus Defence and Space Limited   |
| Head of Pensions & Secretary to the Trustee           | Clive Bugeja – Airbus Group Limited  |
| Pensions Manager                                      | Laura Millard – Airbus Group Limited   |
| Scheme Actuary  | Adam Boyes – Willis Towers Watson Limited  |
| Administrator   | Willis Towers Watson Limited   |
| Auditors  | Ernst & Young LLP  |
| Banker  | HSBC Bank  |
| Investment Consultant                                 | Lane Clark & Peacock LLP   |
| Defined Contributions/AVC/Retirement Account Provider | Legal & General Assurance Society Limited  |
| Solicitors and Legal Adviser                          | Sacker & Partners LLP  |

# Scheme Contacts

## Scheme Website

[www.airbus.com/company/uk-pensions.html.html](http://www.airbus.com/company/uk-pensions.html.html)

## Scheme Email Address

[ukpensions@airbus.com](mailto:ukpensions@airbus.com)

The on-line administration site, ePA, can be found at:  
<https://epa.towerswatson.com/doc/AST/login.htm>

The Legal & General Manage your Account site can be found at:  
[www.landg.com/manageyouraccount](http://www.landg.com/manageyouraccount)

If you have left employment you should contact Towers Watson to raise any queries about your pension at:

Airbus Group UK Pension Scheme  
Towers Watson Limited, PO Box 545, Redhill, RH1 1YX

Tel: 01707 607618

E-mail: [airbuspensions@towerswatson.com](mailto:airbuspensions@towerswatson.com)

If you have queries about the management of the Scheme or you require details of the dispute resolution procedure, please contact Laura Millard, Pensions Manager at:

Airbus Group Pension Scheme Trustees Limited  
Gunnels Wood Road, Stevenage, SG1 2AS

Tel: 01438 773071

E-mail: [laura.millard@airbus.com](mailto:laura.millard@airbus.com)

## The Department for Work and Pensions

Details or a personal quotation of your State pension can be obtained from [www.thepensionsservice.gov.uk](http://www.thepensionsservice.gov.uk) or by phoning 0845 60 60 265.

## Independent Financial Advice

The Airbus Group pensions team, the Trustee Directors, the PCC members and Legal & General are not authorised to give you financial or investment advice. To obtain impartial financial advice, members are advised to contact an Independent Financial Adviser (IFA).

You can find a list of the IFAs in your postal area by contacting IFA Promotion on 0117 971 1177 or visiting [www.unbiased.co.uk](http://www.unbiased.co.uk)

**If you have difficulty reading this document  
you can obtain an audio copy by contacting  
the Pensions Manager.**





