



YOUR PARTNERSHIP PENSION

NEWSLETTER

WINTER 2024/25

The John Lewis Partnership Trust for Pensions:
**Dual-benefit member with Defined Contribution Section
(DC Section) savings and Defined Benefit
(DB Section) benefits or Prudential pension.**



WELCOME TO YOUR NEW-LOOK NEWSLETTER FOR 2024

This newsletter is for you because you have at least **two different kinds of retirement benefit** through your work with the John Lewis Partnership (previously known as having Hybrid benefits).

If you were a Partner before 31 March 2020:

The first is a Defined Benefit (DB Section) pension. This closed to what is known as 'future build up' on **31 March 2020**.

If you were a Partner after 1 April 2015:

The second, and the one that is most important to understand, is a Defined Contribution (DC Section) pension. You can make more decisions about this DC Section pension that could have a greater impact on your future.

See page 9 for more about the key differences between these two types of pensions.

KEY:

- Focuses on your DC Section benefits.
- Focuses on your DB Section pension.
- Covers general pension or Scheme news.

The back page lets you know who to contact, for each section.

ENHANCING OUR COMMUNICATION

We're committed to helping you understand your retirement savings, their impact on your future, and the steps you need to take to build the retirement you want. That's why we're improving the look, feel and timing of our communications. With more clarity, you'll see how everything fits into your bigger picture.

FINANCIAL UPDATE FOR THE DB SECTION

It's one of our responsibilities to carefully manage the Scheme alongside our professional advisers. Part of this is to check the funding levels to make sure we can continue to pay all benefits when they're due both now and in the future.

I can confirm your benefits are secure due to a combination of a healthy funding position, an appropriate investment strategy, the support of the Partnership and the security package in place with them.

We posted a summary of the latest funding update to all of our DB Section members in December 2024.



Venetia Trayhurn,
Trustee Chair of the John Lewis
Partnership Trust for Pensions

The John Lewis Partnership Trust for Pensions – we call this **the Scheme** and it is the collective name for the two sections:

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WHO LOOKS AFTER YOUR PENSION – THE TRUSTEE

The Scheme is separate from the Partnership. It's held in a trust and looked after by us, the Trustees. It's our duty to act in your best interests, and the best financial interests of everyone in the Scheme. Many of us are Partners so we really do bring your voice to the table.

Since our last newsletter, we've had some changes to the Trustee, mainly due to vacancies after some terms ended. We've welcomed current Partner Carl Lee (Council elected), David Bennett, Bridget Houghton and Robert Thomas (Partnership-appointed, professional trustees).

Want to join us and help make a difference?

We'll be looking for additional Trustees to join us in the second half of 2025. Look out for more details about this nearer the time.

Four of us are current or former Partners, elected by Partnership Council.	Four of us are completely independent, appointed by the Partnership, bringing our experience from other pension schemes.	One of us is a current Partner, appointed by the Partnership.
George Sergent Elected Trustee 	Venetia Trayhurn Chair of the Trustee 	Andrew Ingram Appointed Trustee 
Shalabh Baijal Elected Trustee 	David Bennett Appointed Professional Trustee 	
Matthew Day Elected Trustee 	Bridget Houghton Appointed Professional Trustee 	
Carl Lee Elected Trustee 	Robert Thomas Appointed Professional Trustee 	

NEW CONTACTS

There is going to be a change to one of your key contacts in February 2025.

This is because the day-to-day running of the DB Section will move from the Partnership's Pension Operations team to pensions specialists XPS (part of the XPS Group).

The next page explains who you contact now, and for what reasons; and who it will be from February 2025.



For members of the DB Section, we provided you with more information about the change in a short newsletter posted to your homes in December 2024. It's important you know that the benefits you're receiving, or are due to receive, won't change.

NEW CONTACTS CONTINUED

For any queries you have about either your DB Section benefits or DC Section you need to contact the Partnership's Pension Operations team.

However, **from February 2025 this will change** and you'll then need to contact XPS. **See the back page for contact details.**

	Before February 2025 Contact the Partnership's Pension Operations team	From February 2025 Contact XPS
DB SECTION OR PRUDENTIAL	Any query you have about your benefits and retirement in the DB Section or Prudential.	
DC SECTION	<p>Most queries, including retirement or transfer quotes; how much is in your DC Section pension pot; benefit statements and how much you contribute.</p> <p>The only thing you need to contact someone else about is your investments (see below).</p> <p>Because your DC Section investments are managed by Legal & General you can use the L&G online portal or app to see how your DC Section investments are performing. You can find out more about the online portal and the app on page 12.</p>	

BECAUSE YOU'RE A DUAL-BENEFIT MEMBER

You may hear from both XPS and Legal & General in the future, but your main point of contact for queries and quotations will be XPS.

You may also receive two separate benefit statements from next year – one for your DB Section benefits, and one for your DC Section pension pot.



KEY DIFFERENCES BETWEEN A DB PENSION AND A DC PENSION POT

Understanding the key differences between these two pension types is crucial for making informed retirement planning decisions. Here, we explore how DB and DC pensions differ in terms of structure, benefits, and contributions.

DB PENSIONS ●

These schemes are designed to give you a benefit based on a known formula considering how long you were in the scheme and your 'final salary'. Typically, this is a percentage of your pay as an annual income for each year you were a contributing member.

A 'final salary' scheme uses your annual pay at (or near) the end of your employment (or when a scheme closes) to work out what pension is owed to you. Usually, in the DB Section, your final salary would be calculated as the highest annual average of your Pensionable Pay over any three consecutive Benefit Years.

You have less flexibility with a DB pension. The benefits are a guaranteed income payable for life, with limited options for transferring to other schemes or taking large lump sums.

DC PENSIONS ●

These pensions are designed to help you save regularly into an individual pension pot in your name. You, and the Partnership, pay in on a regular basis and this money is invested. So, how much you get from the money you've saved up over the years is based on four things:

- how much you and the Partnership pay in
- how your investments perform
- the charges you pay, and
- how you take your money when you retire

You have more flexibility and options with a DC pension pot. You can move your pension pot between employers. We've provided more information on **page 18** about your options at retirement.

INFORMATION ABOUT YOUR DC SECTION PENSION - BOOST YOUR SAVINGS

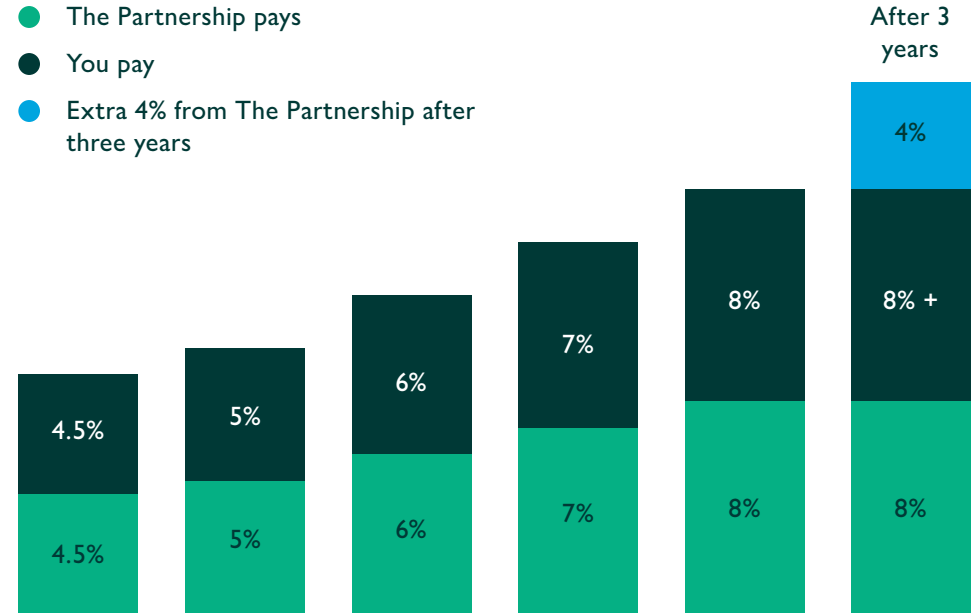
If you're a current Partner you can boost your savings.

Did you know that you could benefit from a contribution into your pension of up to 20% of your ranking pay each month?

When you join the Partnership, you're automatically enrolled in the DC Section. You pay 4.5% of your ranking pay and the Partnership also pays 4.5%.

But, you can choose to pay more, with the option to pay 4.5, 5, 6, 7 or 8% of your ranking pay into the DC Section. The more you pay, the more the Partnership pays too (up to 8%).

Once you've worked at the Partnership for three years, it will increase its contribution by 4%, which means you could benefit from a total contribution of 20% each month into your pension pot.



You can choose to pay more than 8% to boost your pension pot. Anything you pay over 8% is an additional contribution. For more information about how to increase your contributions, visit OnePlace via the Partner Intranet which will give you guidance on how to do this in Workday.

INFORMATION ABOUT YOUR DC SECTION PENSION - GROWING YOUR PENSION POT

Starting to save early means that your money has lots of time to grow before you retire. We invest your contributions on your behalf to help them grow over time. So, the more you invest when you're younger, even if it's a small amount, the longer it has to grow and the more you're likely to get when you retire.

Put simply – the more you pay and the longer you contribute, the more you'll be likely to get when you retire (depending on how your investments perform).



Remember, investments are designed to provide growth over the long term, but it's normal for them to go down as well as up in the short term.



STAYING IN CONTROL OF YOUR DC SECTION PENSION POT

Managing your pension pot has never been easier – because there are now **two** different ways to help you to stay in control of your DC Section pension pot.

WE'RE EXCITED TO INTRODUCE THE NEW LEGAL & GENERAL APP

You can now check in on your pension pot at any time with the app. It provides easy access to your DC Section information to help you plan and manage your pension pot.

The app allows you to:

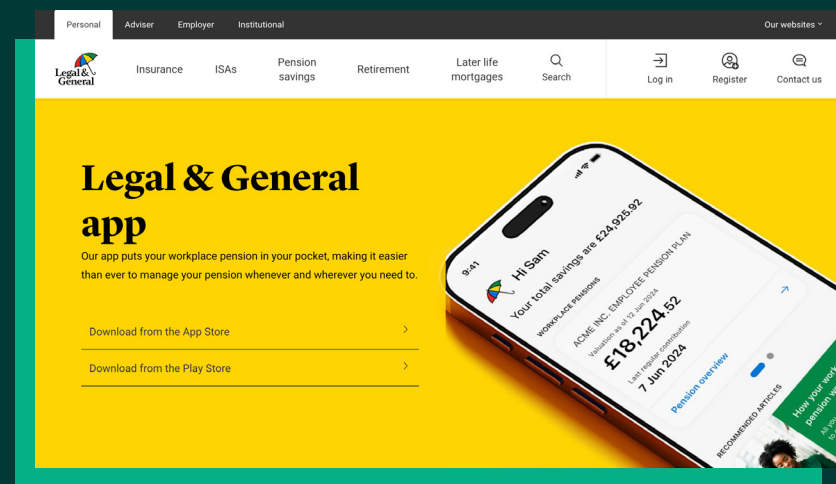
- See your contributions
- Check your fund value
- See how your investments are performing
- Keep your details up to date
- Get help if you need it
- Tell us who you would like to nominate as your beneficiaries

EASY. SECURE. INFORMATIVE.

You can use your fingerprint, facial recognition or PIN to log in securely.



You can download the app from the Apple app store or the Play store:
www.legalandgeneral.com/app
Or you can scan the QR code.



LOG IN TO YOUR ONLINE PORTAL

As well as the new app, you can also view your DC Section information on the online portal that sits on Legal & General's site, **Manage your Account (MYA)**.



You can log in by visiting the website and selecting **'Manage Your Account'**: www.legalandgeneral.com/workplace/j/jlp

It's simple to log in – you'll just need your customer reference number to register. You can find this in one of these documents:

- Welcome letter
- Welcome email

If you don't have this to hand, get in touch with Legal & General who will be happy to help you.

Once you've logged on you can:

- Check your fund value
- See how your investments are performing
- Change how your money is invested
- See your online benefit statement and request an up to date statement at any time
- Use the online tools to help with your financial planning
- Tell us who you would like to nominate as your beneficiaries

PLANNING YOUR FUTURE

Information for both DC and DB pensions.

Imagine your ideal retirement to help you shape your decisions today. Whether you dream of travelling, spending time with family, or exploring new hobbies, your choices now can make it happen later.

Managing finances can feel overwhelming, but planning for retirement is essential. The good news? You don't have to compromise your current stability. Just a few minutes spent reviewing your pension or seeking advice can help you find the right balance.

Check your pension benefits regularly and set clear financial goals, to better prepare for the life you want. Remember, the best retirement is one you've planned for.

And remember to factor in other pensions, the State Pension, and any additional income sources as you shape your future too! See **page 17** for a list of actions you can take in your countdown to retirement.

THINGS FOR YOU TO CONSIDER:

I've already retired and I'm taking my DB pension

Even if you're already retired, there are ways to maximise your income.

- If you're not yet taking the State Pension, you can consider delaying it. If don't need it straight away – this could lead to a larger income
- If you're already taking the State Pension, check if you can get pension credit and the Winter-Fuel-Payment at: gov.uk/pension-credit/eligibility (the deadline to claim for the Winter-Fuel-Payment in 2024 is 21 December)
- Use the Age UK benefit calculator to see if you can get any support such as a reduction in your council tax: ageuk.org.uk/information-advice/money-legal/benefits-entitlements/benefits-calculator

THINGS FOR YOU TO CONSIDER CONTINUED:

I'm still a Partner

With your DC Section pension you could consider:

- Increasing your contributions (see page 10)
 - The Partnership will then also increase how much they put into your pot up to 8% (or 12% if you've been a Partner for three years or longer)
 - Contributions are also tax efficient, which means more of your salary goes into your retirement fund rather than being paid as tax
- Reviewing your investments
 - You might want to check that your pot is invested in a way that's right for you. Please be aware, we're reviewing the investment options that are available to you in 2025 so these may change
- Making additional contributions above 8%. Even small extra payments can build up over time

I'm no longer a Partner and work elsewhere

Look at your current workplace pension to see what changes are available to you. They could be:

- Getting more contributions from your employer if you increase your own
- Reviewing the different investment choices
- Working a little longer and changing your target pension age as this means you and your employer could continue to add to your pension pot, and the money could be invested for longer



You can also check for gaps in your National Insurance payments and potentially boost your State Pension. You might have gaps if you've ever worked part time or taken career breaks such as maternity, paternity or adoption leave.

Check your National Insurance record online at:
gov.uk/check-national-insurance-record

WHAT OTHER RETIREMENT SAVINGS DO YOU HAVE?

To make sure you're considering the bigger picture, don't forget about other retirement savings and income that you might have, including:

- Any other Partnership pension such as with Prudential or additional contributions that you have/had made
- Any other workplace pensions you have
- Your State Pension - you can check your State Pension forecast by visiting www.gov.uk/check-state-pension
- Other savings, investments, or income from working

By considering all of your savings, you can work out a more accurate overview of how much you might have when you retire.



IF YOU'VE GOT...

15 YEARS TO GO

Think about:

- What you've got
- When you'd like to retire and start to take your benefits
- What retirement could look like for you, and how much you might need

10 YEARS TO GO

Think about:

- The options you have when taking your benefits
- Whether your DC Section savings are invested in the way that suits your retirement goals
- If free, impartial guidance or financial advice can help you

5 YEARS TO GO

Think about:

- What the next phase of life could look like
- When and how you want to take the money you've saved
- Whether you'd like to take financial advice or get free, impartial guidance



You might have pensions elsewhere, or other income that you should consider when you're looking at the bigger picture. Remember, the State Pension will contribute to your income too.



You can log on to the L&G app or your online portal and see how much you've built up in the DC Section. You can use the online tools to see how much you could get in retirement.



Getting help when you're making a decision

Deciding how to take your retirement savings is a big decision and you might find it helpful to get free guidance or pay for financial advice from an impartial financial adviser. Visit the Government-backed **MoneyHelper.org.uk** for free guidance or information about financial advice.



YOUR RETIREMENT OPTIONS

Deciding when and how to take your retirement savings is a big decision. There's lots to consider but there's also plenty of information available to help and support you.

The earliest age you can take your retirement savings is currently age 55 (this is changing to age 57 in 2028). If you have a DB Section pension, you might have a Protected Minimum Pension Age, which means the increase to 57 may not apply to you.

You can contact the administrator to check this ([see the back page](#)).

IN BOTH THE DB AND DC SECTIONS YOU CAN...

Take either of them separately.

- 25% is usually tax-free but the remaining amount is taxable as income
- You need to consider if you have other sources of income to support you

IN THE DC SECTION YOU CAN...

Leave your money invested and take a series of cash lump sums.

- 25% of each amount you take is usually tax free, but the rest is taxable as income. You can spread your withdrawals over a number of years to minimise the tax you pay.
- The rest of your money stays invested until you withdraw it.

Buy a guaranteed income. This is also called an annuity.

- 25% is usually tax free and you can use the rest to buy a guaranteed income for a fixed period or for the rest of your life. Each payment you receive will be taxable as income.
- When buying an annuity, you need to consider the different features and choose one that is right for you. For example, you can choose to pay a dependant's pension if you die.

Leave your money invested.

- If you decide not to take your retirement savings at your target retirement age they will remain invested.
- Your savings have longer to grow – but could go down in value too. If they don't hear from you, Legal & General will automatically extend your retirement age by 5 years but you can still take your retirement savings at any time.

Transfer to a different pension arrangement to take a flexible income. This is also called drawdown. You can use your pension pot to provide an income while some remains invested.

- 25% is usually tax free but the rest is taxable as income. You can stop or change the amount you are taking at any time.
- You will need to choose an investment approach for the money that remains invested.

IN THE DC SECTION YOU CAN... CONTINUED:

From February 2025, you'll have the option to transfer into the L&G Mastertrust Pension Access Scheme

- The L&G Mastertrust Pension Access Scheme (the L&G Scheme) is a pension scheme separate from the John Lewis Partnership Trust for Pensions (the Scheme). Moving your pension pot from the Scheme into the L&G Scheme is one way of giving yourself flexible access to your DC section benefits. Other insurers and providers also offer the ability to flexibly access your DC section benefits.
- The L&G Scheme is part of the Legal & General Mastertrust (L&G Mastertrust), which is a defined contribution pension scheme. It is overseen by the trustees of the L&G Mastertrust rather than us, the Trustee of the Scheme. The trustees of the L&G Mastertrust are legally bound to look after your money in a similar way to the Scheme. Legal & General will send you more information about your options with the L&G Scheme as you get closer to your target retirement age.
- The Trustee is not recommending or favouring one option or provider over any other. You are free to transfer from the Scheme to any suitable pension provider you choose, and you should carry out your own assessment of the options available to you, taking financial advice if you choose.

IN THE DB SECTION YOU CAN...

Take a guaranteed income for life.

- This is calculated using a formula which is described on **page 9**.

Take a cash lump sum.

- 25% is usually tax free.
- If you take a cash sum, your guaranteed income will be reduced.

Choose to retire early or late.

- If you retire early, this can result in a reduction in benefits.
If you retire late, it can result in increased benefits.

Retire early due to ill-health.

- If you can't work due to serious health issues, you might be able to take your pension early under ill-health retirement provisions.

THINK YOU'VE LOST A PENSION?

It can be hard to keep track of your different pension pots – especially if you've changed jobs or moved home. If you think you might have lost track of a private pension from a previous employer, you can contact the Government's pension tracing service: www.gov.uk/find-pension-contact-details or call **0800 731 0193**.

INFORMATION ABOUT THE DB SECTION MEMBERSHIP

There are two types of members and we've included how many of each we had in both 2023 and 2024 (at 31 March each year):

2023



91,097

41,831

2024



89,413

39,631

- Deferred members* (Partners who are in the DB section but not yet retired)
- Pensioners (Retired Partners or their dependants)

*including members who're no longer building up DB benefits in the Scheme due to the closure of this section from 1 April 2020 but who continue to contribute to the DC Section from that point and were considered at that time a 'Hybrid Active' member.

Also included in these figures are members who receive a pension, but who've subsequently rejoined the scheme and contribute to the DC Section; known as Flexi-Pensioners.

OUR INVESTMENTS

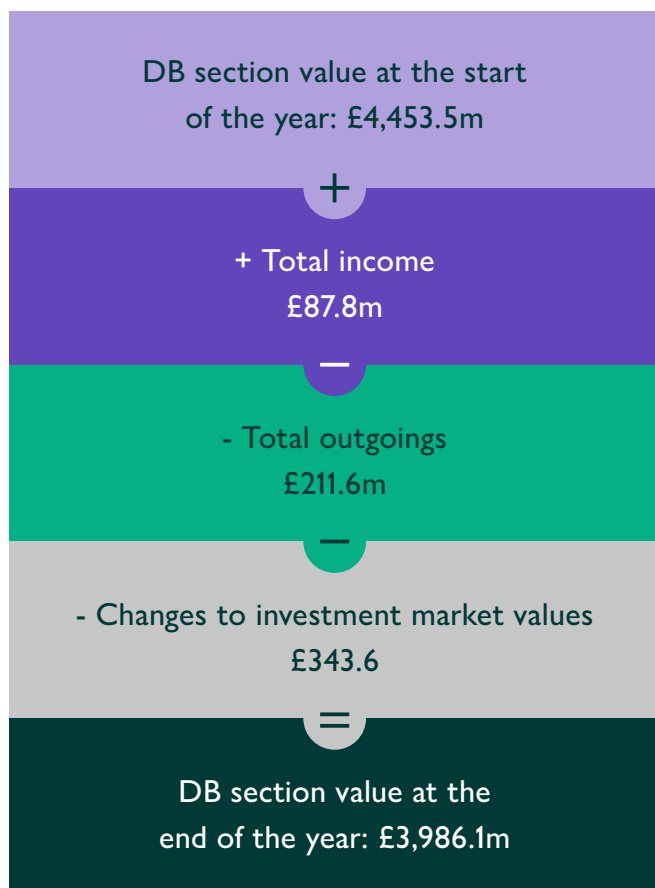
We vary our investments to maximise returns for our members. You can find the reasons outlined in our Statement of Investment Principles at johnlewispartnership.co.uk/meta/jlp-trust-for-pensions.html.

This chart shows a breakdown of investments:



- **51.1% Liability matching portfolio**
This part of the portfolio is designed to reduce risk because it has assets that move up and down with the cost of providing pensions
- **43.2% Diversified growth**
This part of the portfolio is designed to deliver steady growth with lower risk than equities
- **5.7% Other**
Mainly cash to cover day-to-day transactions

INFORMATION ABOUT YOUR DB SECTION - KEY FIGURES IN THE YEAR TO 31 MARCH 2024



DB section value at the start of the year: £4,453.5m

+ INCOME

● Partnership contributions	£13.8m
● Investment income	£55.7m
● Other income	£5.4m
● Transfers between sections	£12.9m
+ Total income	£87.8m

- OUTGOINGS

● Benefits paid and payments made to and on account of leavers	£199m
● Administration and investment expenses and taxes	£12.6m
- Total outgoings	£211.6m

- INVESTMENT MARKET CHANGE

● Changes to investment market values	£343.6m
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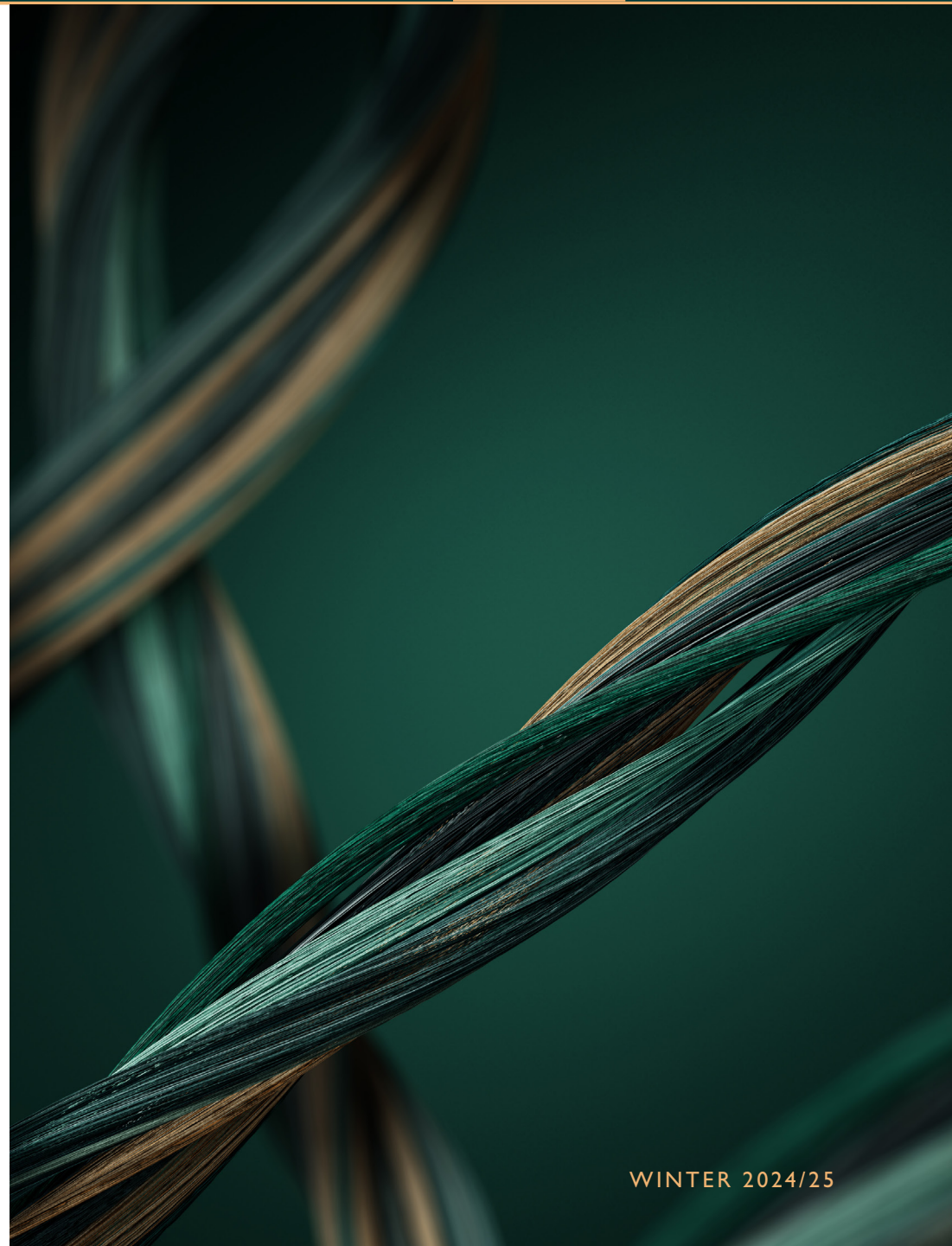
DB section value at the end of the year: £3,986.1m

DB INVESTMENT STRATEGY REVIEW

During 2024, we reviewed our long-term investment strategy with the help of our investment advisers. We've now agreed where we'll invest the DB Section's funds (known as asset allocation), and the potential plan of how to divide up those investments (known as asset classes).

This is like creating a recipe for our investments – we decide what percentage of the funds go into different types of investments based on the goals of the DB Section.

Our review included considering environmental, social and corporate governance risks and opportunities in line with our Responsible Investment Policy (see page 26).



INFORMATION ABOUT YOUR DC SECTION - INVESTMENT STRATEGY REVIEW

Investments that work for you.

Every three years, we, with expert advice, conduct a thorough review of the DC Section's investment options. This is to make sure they're still suitable for members. Remember, it's normal for investments to fluctuate in value - this is a natural part of the investment cycle.

We'll send you a letter during 2025 to let you know the results of the latest review. You should take the time to read the letter and check the investments your pension pot is invested in are right for you. It's important to make sure the way your pension pot is invested reflects how and when you intend to take your benefits.

You might want to check the investments your pot is in are right for you. It's important to make sure the way your pension savings are invested reflects how and when you intend to take them. If you'd like to find out more about the current investment options, you can read the **Investment Options Guide**.

You can log onto **Manage Your Account** (MYA) or the Legal & General app and change how your pension savings are invested. See **the next page** for news about how we provide responsible investments for you to choose from.

INVESTING RESPONSIBLY

Our Responsible Investment (RI) Policy outlines our approach to managing Environmental, Social, and Governance (ESG) risks and opportunities.

When managing the DC pension and the investment choices available to you, we carefully consider ESG factors and regularly review how our investment managers integrate these. This is important, as these factors can significantly affect an investment's value and future performance.

Our latest RI policy is online at: johnlewispartnership.co.uk/meta/jlp-trust-for-pensions.html.

It outlines our:

- beliefs on RI issues
- views on how it's implemented
- aim to achieve net zero by 2050 or earlier
- approach to engagement and stewardship
- views on excluding investments in certain industries
- short and medium-term priorities

*net zero refers to the balance between the amount of greenhouse gases produced, and those removed from the atmosphere.

JARGON BUSTER

Environmental - How a company impacts the planet.

Social - How a company treats people.

Governance - How a company is run.

Stewardship - A term used when referring to a companies approach to investing and making sure they are doing the right thing for profits, but also for people and the planet.





ANNUAL CLIMATE REPORT

Climate change can affect the Scheme, presenting both risks and opportunities for investment in companies or assets that could benefit from environmental initiatives.

We follow the recommendations of the Taskforce on Climate-Related Financial Disclosures (TCFD) and produce a yearly report on how we identify, assess and manage climate-related risks and opportunities.

Our latest report includes more information on our net zero target, and the work to be completed to better define what this means in reality.

OUR MEASUREMENTS

We report and monitor on the following:

- **Total greenhouse gas emissions** – associated with the Scheme's investments
- **Carbon footprint** – a measure of how many tonnes of CO₂ emissions each £ we invest causes
- **Data quality** – to measure how much of our investments have high quality data
- **Binary target measurement** – how much of our investments are in climate-related opportunities, aligned with a climate change goal of limiting the increase in the global average temperature to 1.5°C above pre-industrial levels

OUR TARGET

Our long-term target is to reach 'net zero' emissions by 2050 across both DB and DC sections of the Scheme.

This guides our investment strategy, selection of investment managers and the make-up of our investments.

Find out more detail in our third annual TCFD report at johnlewispartnership.co.uk/meta/jlp-trust-for-pensions.html.



Net zero is the balance between the amount of greenhouse gases that are produced and the amount that's removed from the atmosphere.

GETTING HELP WHEN YOU'RE MAKING A DECISION

Deciding how to take your pension pot is a big decision and you might find it helpful to get free guidance or pay for financial advice from an impartial financial adviser.

FREE GUIDANCE FROM PENSION WISE

If you're over age 50, you can get free, impartial guidance from Pension Wise, a service from MoneyHelper, backed by Government.

You can have an appointment online or over the phone, or in some cases face to face. A pension specialist will discuss your various pension pots and explain your options.

You can find out more about what to expect and how to book an appointment by visiting: www.moneyhelper.org.uk. You can also call MoneyHelper free on **0800 011 3797**.

You need to click Pensions & Retirement and choose 'Book a Pension Wise appointment' from the drop down box.

FINANCIAL ADVICE

For more tailored advice regarding your specific situation, you may need to consult a regulated financial adviser.

Make sure the adviser is regulated by checking the Financial Conduct Authority's (FCA) register at: www.register.fca.org.uk.



UNTIL 3 FEBRUARY 2025...

**...your contact for both your DB Section
and your DC Section pension is:**

THE DB PENSION OPERATIONS TEAM

Email: pension.operations@johnlewis.co.uk

You should receive a response within three working days

Visit the Pension Hub: www.partnerintranet.co.uk

Write to: Pension Operations, John Lewis Partnership Trust
for Pensions, 1 Drummond Gate, Pimlico, London, SW1V 2QQ

Call: 0330 236 6359 (Internal 777-5227)
between 9.30am and 5.30pm

AFTER FEBRUARY 2025...

**...your contacts for both your DB Section
and your DC Section pension is:**

XPS

Email: jlpxpsgroup.com

You should receive a response within three working days

Online secure portal: www.mypension.com/jlp

Call: 0330 236 6359

However, if you have a question about your investments in
the DC Section, please contact Legal & General:

Email: jlppensions@landg.com

Call: 0345 070 4059 between 8.30am and 7pm