## Careers Development Group Pension Scheme

## Chair’s Statement on DC Governance from 31 March 2022 to 31 March 2023

This is the Careers Development Group Pension Scheme (‘the Scheme’). Chair’s Statement (‘Statement’) which has been prepared by the Trustees of the Careers Development Pension Scheme (‘the Scheme’) to demonstrate how the Scheme has complied with the new DC governance standards introduced on 6 April 2015 under The Occupational Pension Schemes (Charges and Governance) Regulations 2015.

This Statement relates to the period from 31 March 2022 to 31 March 2023 and covers the following key areas:

1. Scheme Management, including The Trustee’s compliance with the statutory Trustee Knowledge and Understanding (‘TKU’) requirements;
2. Investment governance of the Scheme’s default arrangement;
3. Charges, transaction costs and value for money within the Scheme;
4. Administration, including the processing of core Scheme financial transactions;
5. The Trustee Board.

Any material developments since the year-end have also been noted, where the Trustees feel that they help in describing the ongoing governance of the Scheme.

# Scheme Management

Trustee Knowledge and Understanding

In September 2012 the Shaw Trust and the Careers Development Group merged and subsequently in August 2018 Shaw Trust became the Parent Company and controlling party of Careers Development Group. Shaw Trust took on the business and assets of the Careers Development Group.

At this time the Scheme was paid up and had been since April 1991.

In 2010 the Change in the Deed of Substitution of this scheme recognised that all parties to the deed were unable to locate copy of the Trust deed and scheme rules.

Mr Mark Earl remains the Employer appointed Trustee of the Scheme. Mark is the Chief People Officer for the Shaw Trust.

The Shaw Trust has sought advice from the Shaw Trust’s financial advisers concerning the Scheme and the Trustee and Shaw Trust consider that the Scheme should be wound up.

Conflicts of duty or interest and Risk Management

The Scheme is currently administered by Utmost Life and Pensions (formally Equitable Life). The Shaw Trust had a Financial Adviser who are an authority body on this scheme. However, the Shaw Trust intends on procuring new support in the next scheme year to wind up the scheme.

There is no formally documented Risk Register or Trustees Conflicts of Interest Register. This is known to the Trustee but the issue has been placed on hold in the expectation that the Scheme will be wound up.

# Investment governance and Scheme’s default arrangement

The Scheme does not have a default investment strategy. The Scheme has been paid up since 2004. There is no Statement of Investment Principles associated to the scheme due to the size of the scheme.

This has not been reviewed in anticipation that the Scheme will be wound up.

# Charges, transaction costs and value for money

Value for members assessment

For scheme year ends falling after 31 December 2021, certain schemes must carry out a more detailed value for members assessment.  This involves self-assessing the quality of the administration and governance with reference to seven key metrics and comparing their costs and charges and net returns against three other schemes.

This is applicable if the scheme has:

* less than £100 million total assets according to the most recent audited accounts
* operated for at least three years
* a most recent year-end that falls after 31 December 2021 and:
* has not notified the Pensions Regulator that it is in the process of winding up.

The Scheme meets the above and a value for members assessment was due to be undertaken.

However, the Trustees considered the criteria for the Value for Money Test and determined that it was unlikely that the Scheme would pass the Value for Money test without considerable modifications.  Therefore, the Trustee will undertake a review of the Scheme with a view to determining whether the Scheme should continue in its current form.

# Administration

Processing core financial transactions

The scheme is administered by Utmost Life and Pension. Utmost Life and Pensions is authorised by the Prudential Regulation Authority (PRA), and regulated by the Financial Conduct Authority (FCA) and the PRA. Our registration number is 775704 and details can be found on the [Financial Services Register](https://register.fca.org.uk/).

As of 31 December 2021 they are looking after 360,000 customers with around £6.7 bn of assets. Utmost Life and Pensions are also part of the wider [Utmost Group](http://www.utmostgroup.co.uk/); a growing specialist life assurance group currently managing £64bn of assets under administration and 560,000 customers.

The Trust’s financial adviser is an authority body on the Scheme and communicates directly with the scheme Administrators, Utmost Pensions and Life.

The Trustee is not aware of any agreed Service Level Agreements with Utmost Pensions and Life however any administrative queries are resolved in a sufficient time period by Utmost Pensions and Life. There have been no administrative issues throughout the period of this statement.

This area has not been further reviewed in anticipation that the Scheme will be wound up.

# Material Developments since the year-end

The Principal Employer has engaged with its financial adviser in order to begin a process for winding up the scheme.

This Statement regarding the governance standards of the Careers Development Group PensionScheme has been approved by the Trustees.

Signed:

A picture containing hanger, insect

Description automatically generated

**TRUSTEE**

**Dated: 10 December 2023**

*Signed by the Trustee of the Careers Development Group Pension* Scheme