

# HL GROUP SIPP

(Self-Invested Personal Pension)

A more engaging  
workplace pension

HARGREAVES  
LANSDOWN





**STEPHEN LEFLEY**  
Head of Workplace  
Solutions

“ The introduction of automatic enrolment caused a shift in the way many employers view their workplace pension. You are now required to make a company contribution, maybe for the first time. You’re also likely to see your pension membership increase, as the majority of employees need to be automatically joined.

Why waste time and money on a pension that offers poor value and your employees won’t understand?

Hargreaves Lansdown’s Group SIPP gives you an automatic enrolment solution with benefits for every member. Add our financial education and you have a workplace pension everyone can appreciate. ”

## HARGREAVES LANSDOWN’S GROUP SIPP

Our workplace pension is a Group SIPP (Self-Invested Personal Pension). A SIPP is a contract-based pension – each member owns, and is responsible for, their own pension. They work in much the same way as any other personal pension in terms of tax benefits, contribution limits and retirement options.

Employer contributions are paid gross and can usually be offset against the taxable profits of the business. Member contributions (deducted from pay) are boosted by basic-rate tax relief which we claim from the government and add to members’ pots automatically. Those that pay tax at a higher rate can claim further

tax relief through their tax return or local tax office. In addition to tax relief, the investments within a pension can grow free of UK income and capital gains tax.

Contributions are invested, to give them a chance to grow over time. Our SIPP differs from many workplace pensions because of the wide investment choice it offers, allowing members to pick funds from across the market.

We aim to help members achieve a wealthier retirement by providing investment research and financial education so they can make better financial planning decisions.

Unlike traditional pension providers, we make it really easy for people to understand and engage with their pension. They can manage it how they want; online, over the phone, in the post or even via our mobile and tablet app.

On 6 April 2015, new pension freedoms were introduced. Members over the age of 55 have flexibility over how they choose to take their pension and can now take as much of their hard-earned money as they like, whenever they like. 25% of the fund will normally be tax free and the rest taxed as income.

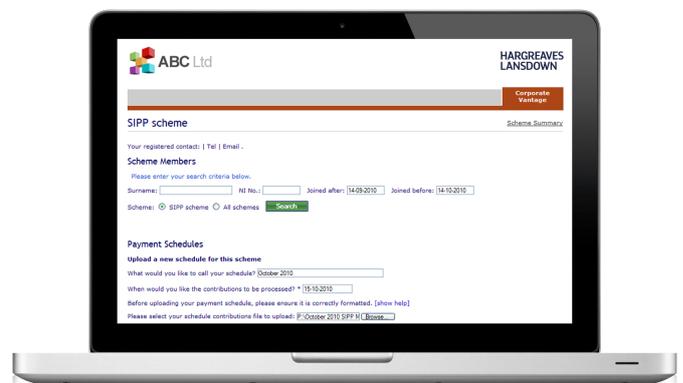
## WE HELP YOU RUN YOUR GROUP SIPP

Setting up and running your new Group SIPP is very straightforward.

We provide all the information you need to get started and to administer the Group SIPP on an ongoing basis. Payment and administration systems will be set up, allowing you to access a secure website.

Our system also provides a complete contribution and audit trail.

We provide full support if needed, so you understand the system and feel confident using it. If you ever have any doubts or questions, you simply call or email us – we will be happy to help.



### IMPORTANT INFORMATION

This guide has been written for employers and explains our non-advisory group pension service. It is not suitable for individual investors. None of the information contained in this guide should be taken as personal advice. If you are unsure you should seek personal advice. Hargreaves Lansdown can provide group pension and employee benefits advice for a charge. Tax rules can change and any benefits depend on individual circumstances. This guide is correct as at 6 April 2019. No part of this guide may be reproduced without permission. Issued by Hargreaves Lansdown Workplace Solutions (a trading name of Hargreaves Lansdown Asset Management), One College Square South, Anchor Road, Bristol, BS1 5HL. Hargreaves Lansdown Asset Management is authorised and regulated by the Financial Conduct Authority.

# WE HELP YOU COMMUNICATE YOUR GROUP SIPP

Every employer wants their employees to value their workplace pension. The key to achieving this is how you explain it. Employees can't appreciate what they don't understand.

To help you, we can provide tried and tested communication templates you can easily adapt:

## Launch email

Introduces the new pension and provides links to an eGuide and member website.

## Member eGuide

Employees can download an interactive guide which explains how the SIPP works, helps them make informed decisions and explains how to use the website.

All the communications we provide have been signed off and approved by our Technical and Compliance teams.

## Member website

The website is your employees' main resource for information and support. Members will find dedicated pages explaining pensions and retirement, along with current investment news and research.

The website's Knowledge Centre provides information on all areas of financial planning and members can:

- ✓ Download guides
- ✓ Access investment ideas
- ✓ Use interactive calculators

The website also allows members to manage their SIPP. For instance, they can:

- See a live valuation
- Analyse investment performance
- Switch investments
- Make lump sum payments
- Update contact details



# INVESTMENT CHOICE – THE REAL DIFFERENCE

What makes our SIPP different from many pensions? It offers a wide range of investment options - there should be something to appeal to almost any type of investor.

## Default fund

Unless members tell us otherwise, their contributions are automatically invested in the default fund. This fund aims to provide a good balance between risk and reward for the average long-term investor. You can read more about the default fund [here](#).

## Investment choice

Members with the confidence to choose their own investments will find plenty of choice with over 3,000 funds, as well as shares, investment trusts, exchange-traded funds (ETFs), government and company bonds, and cash.

## Alternative ways to invest

Members can also make additional investments for themselves, which they can see alongside their SIPP. If they are happy making their own investment decisions, they can choose from a Stocks and Shares ISA, Lifetime ISA, and/or a Fund and Share Account.

## Cost

The charges your members pay will vary, depending on their investment choices. You can refer to our Terms & Conditions for further information about our charges.

## HOW WE HELP NOVICE INVESTORS GET STARTED

For those who like the idea of choosing their own funds, but need a little help to get started – we provide plenty of ideas. Hargreaves Lansdown's Research Team undertakes rigorous analysis and meets with hundreds of fund managers to choose their favourite funds.

Members using our experts' ideas also benefit from our Fund Alert Service. If something happens to a fund they hold – for example the fund manager leaves – we'll let them know.

Members can choose what level of involvement they want from:



## FUNDS

Three simple fund ideas - **Adventurous**, **Balanced** and **Conservative**. Take them as they are or mix and match.

## Master Portfolios

Ready-made portfolios for different types of investors, with different attitudes to risk.

## Wealth 50

A list of funds that our Research Team believes to be the best across the major sectors.

# MEMBER SUPPORT

Members have all the tools they need to take control. They can manage their SIPP when they like and how they like.

Your employees can talk to us 6 days a week. Our Helpdesk is different – there are no automated menu options, just a real person who knows what they're talking about.

Members receive a twice yearly statement through the post. Alternatively they can 'go paperless' and manage their statements online.

Members can log in to manage their account online via the website or through our free app for smartphone and tablet.

## Retirement Service

Making the wrong choice at retirement can ruin a lifetime of pension saving. Our Retirement Service educates members about all their options at this critical time.

On 6 April 2015, new pension rules took effect. We offered access to the new options from day 1, meaning our clients were amongst the very first in the UK to benefit.

As a leading annuity broker, we shop around on your members' behalf, finding the best rate in a matter of minutes with the aim of getting them the best pension income.

For those who want more flexibility, we offer a low cost drawdown service. Members can mix and match or take their entire fund as cash, if they want.

## Pension Transfer Service

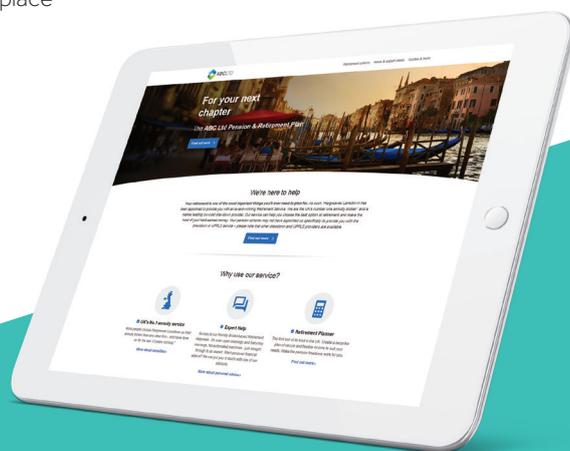
Our transfer service offers members the option to bring any old pensions they may have (e.g. private or workplace) to their new SIPP so they could:

- ✓ Have all their pensions in one place
- ✓ Have less paperwork
- ✓ See all their pensions on one statement
- ✓ Open their pensions to new investment opportunities

We also provide information on the factors members should consider before transferring, such as checking whether any penalties will be applied or valuable guarantees lost, so they can decide for themselves if they're better off leaving their pensions where they are.

## Leavers

When your employee leaves they can choose to continue contributing or stop and leave the fund invested. If they want they can transfer the pension to another provider.



# ADDITIONAL SERVICES

This service is designed for employers who are confident about setting up and running a workplace pension, without advice. If your position changes and you find you need more support, or have a specific issue, we can offer expertise in a number of areas for an additional fee.

## Employer advice

Typical areas we advise on include pension scheme governance, compliance with automatic enrolment, default fund recommendation, salary sacrifice and flexible benefits.

## Employee advice

Some employees may need personal financial advice – perhaps they have more complex needs or simply want the reassurance advice can provide. Our team of Financial Advisers can help with either one-off or ongoing advice. The cost will be agreed with and borne by the employee.

# WHY CHOOSE HL?

We are a leading pensions and corporate benefits specialist and asset management company.

We help hundreds of companies create and deliver the best possible benefits package for their workforce.

Our success is based on making employees smarter with their money so they can make better financial decisions and appreciate the benefits they are offered.

We are a financially strong, FTSE 100 company.

You can trust us to be around – for you and your employees – for the long term.