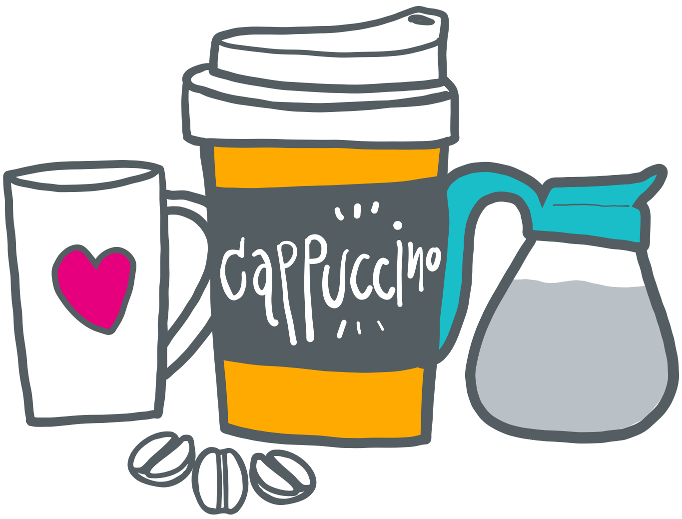
Have it your way

Your options for accessing your DC savings and helping you decide

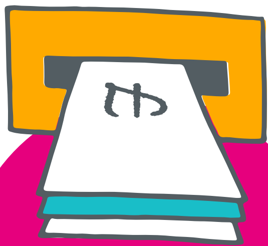
We all like having things our own way, right? That's why the ITV DC Plan lets you choose how you access your DC savings. When you think of 'retirement' you may think 'pension'. But you don't have to use your savings to provide a pension in the traditional sense – there are lots of other ways you can use your savings to finance your retirement (or anything else you want).

This leaflet explains your options and some of the things you'll want to consider when deciding what's right for you. Hopefully it'll get you thinking and making plans for your future.



3 ways you can access your DC savings

You can access your DC savings in 3 ways. You can choose one option, combine the options to suit your needs or, depending on the choices you make, change your options as your circumstances change. With all 3 approaches, you can take some of your DC savings tax free (under current rules) – see **Key features** for details.



Flexible access

Withdraw savings throughout your retirement when you need them – on a regular date or whenever it suits you – and leave the rest of your savings invested.

Cash

Take all your DC savings as cash when it suits you – either in one lump sum or in instalments, leaving the rest invested.

Annuity

Buy an income for life (the formal term for this is an 'annuity') with your DC savings – there are different types of annuity with different features affecting how much income you'd get.

When you can access your savings

You can start accessing your DC savings at any time between age 57 (55 until April 2028) and 75. If you're below age 65, you'll need ITV's consent (or, if you've left ITV, the Trustees' consent). If you're seriously ill and can't work, you may be able to access your savings before 55.

You may be able to access your savings if you're still employed by ITV, but check with ITV Pensions first as it could reduce how much you can contribute to a pension scheme in future (if that's your intention) – because of something call the 'Money Purchase Annual Allowance'. Once you start accessing your DC savings, you can't continue contributing to the DC Plan.

Key features

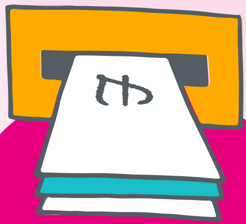
Here's a summary of your **3 main options and things you need to know**.

	Lets you	Fixed or flexible?	Tax and tax-free cash	If you die	Accessibility	Investing
Flexible access	Withdraw your savings throughout your retirement to provide income to suit your needs The Money Purchase Annual Allowance will apply once you start taking savings to provide an income (see **6 things to think about** to find out more)	**Flexible** Choose when and how much you withdraw: request different amounts when you need to or set up a regular income payment – whatever suits you	Take up to 25% of your savings tax free up to a limit* (currently) ~~either~~ up front ~~or over time~~. Withdrawals above the tax-free cash allowance are liable for income tax, a bit like your salary	Pass any savings you haven't withdrawn to your beneficiaries (currently tax free if you die before age 75)	**Choose your provider** You'll need to transfer your savings out of the DC Plan to a provider you choose. The Trustees have set up a flexible access arrangement with Legal & General or you can choose your own provider – it's up to you	While your savings are invested in the DC Plan, and once you move to them to your chosen provider, you're responsible for choosing how to invest them in a way that suits your circumstances — as with any investment, there's a risk they can go down as well as up in value
Cash	Take your savings in one lump sum or in instalments The Money Purchase Annual Allowance will apply once you start withdrawing savings as cash (see **6 things to think about** to find out more)	**Flexible** Decide the number of lump sums you want to take and how much and when to take them — you don't have to take a fixed amount on a fixed date (you can't set up regular income payments though)	25% of each cash sum you take is tax free up to a limit* (currently) 75% of each cash sum is liable for income tax, a bit like your salary	Pass any savings you haven't taken as cash to your beneficiaries (currently tax free if you die before age 75)	**Through the DC Plan** Take up to 5 cash lump sums *and/or* **Choose your provider** Transfer your savings out of the DC Plan if you want to take more than 5 cash lump sums or take up to 4 lump sums from the DC Plan and then transfer any remaining savings to a provider – it's up to you	Whether your savings are invested in the DC Plan or with another provider, you're responsible for choosing how to invest them in a way that suits your circumstances – as with any investment, there's a risk they can go down as well as up in value
Annuity	Use your savings to buy an annuity (an income for life)	**Fixed** Receive a fixed amount on an agreed date, usually monthly, quarterly or yearly – once you've purchased your annuity you can't change your mind	Take up to 25% of your savings as cash up to a limit* (currently tax free) before purchasing your annuity; your annuity is liable for income tax, a bit like your salary	The benefits paid when you die depend on the options you choose when you purchase the annuity – for example, you could choose an annuity that stops when you die or one that continues being paid to an eligible beneficiary	**Choose your provider** You'll need to purchase an annuity with an external provider. The Trustees have appointed HUB Financial Solutions to help you shop around for the best option. The service is paid for by the DC Plan. If you prefer, you can obtain quotations either yourself or through an independent financial adviser	Once you purchase your annuity, you won't need to manage or invest your savings

* **Limit on tax-free cash:** The maximum lump sum you can take tax free, across all registered pension schemes, is £268,275 (or a higher amount if you have a protection from the Lifetime Allowance) (under current rules).

Helping you **decide**

Who might consider this option....



Flexible access

- Members who want to set their own level of income and/or who want the flexibility to vary their income from month to month or year to year to suit their outgoings
- Members who want to take some of their savings tax free (currently) – but not income – and then continue to contribute more than £10,000 a year (for most people) (the Money Purchase Annual Allowance) to their retirement savings
- Members planning to withdraw savings over a long time (more than 5 years)
- Members who are interested in leaving some of their savings to family or other beneficiaries when they die

Cash

- Members who have an immediate need for cash
- Members who want to take occasional lump sums and don't want their savings to provide regular income, and who don't want to continue contributing more than £10,000 a year (the Money Purchase Annual Allowance) to their retirement savings
- Members who can take cash without this pushing them into a higher tax band and therefore paying more tax — for example, you might go into a higher tax band if you have other taxable income during the tax year
- Members who have other sources of income

Annuity

- Members who want the security of a fixed income for the whole of their lifetime
- Members who don't want to make investment decisions once they start accessing their savings
- Members whose health, lifestyle or life expectancy means they may get better terms and a higher income if they buy an annuity

Depending on which option(s) you choose and your chosen provider, these options may have different features, rates of payment, charges and tax implications, as well as different rates for converting DC savings into an annuity. Make sure you're aware of these before deciding what to do.

You're not alone

Deciding how to use your DC savings can be a complex choice that will depend on your personal circumstances. But you're not alone – ITV Pensions will support you and there are other services that can help you make choices that suit your plans and fit your circumstances.

Support from ITV

It's good to talk, right? ITV Pensions runs regular group 'Know-how' sessions to help you understand your options and what steps you can take to plan for retirement, whether you're just starting out or getting ready to access your DC savings. Visit the **Know-how** page of the Hub to find out more and book a session. We'll also invite members to join us from time to time.

Guidance through the MoneyHelper service

If you're over 50 with DC savings, you should book a session with the Government's free and independent guidance service, Pension Wise (part of the MoneyHelper service). It's a very useful service that can give you information about the options available. You can get guidance by phone. Find out more at **MoneyHelper – Pension Wise**.

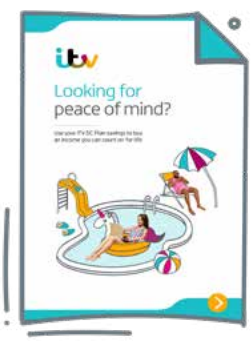
Advice tailored to you

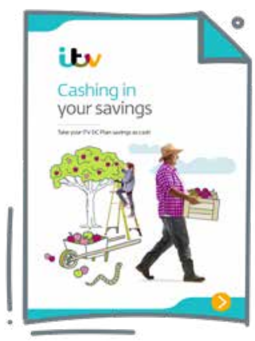
ITV Pensions and Pension Wise can explain your choices but they're not allowed, by law, to advise about your specific circumstances. Even if you've never thought about speaking to an independent financial adviser (IFA) before, now might be the time to do so. You may find it really pays off. An IFA will help you decide the best way to access your savings. What's more, they'll look at the big picture by considering all your savings.

If you don't have an IFA, you can find one who's authorised and regulated by the Financial Conduct Authority at: **Unbiased** or **MoneyHelper – Find a retirement adviser**. To help pay for your advice, read up about the **Pensions Advice Allowance**.

Find out about your other options

You can find out more about the different ways of accessing your DC savings in our other leaflets at **www.itvdcplan.com/retiring**.





6 things to think about

Depending on the value of your DC savings, deciding how to use savings may be a complex decision. Here are some things to think about when deciding what's right for you.

1 See the big picture

Consider: have you got any savings or pensions elsewhere?

If you've worked at a few places, the chances are you may have savings in other pension plans. Now's the time to start digging through your paperwork and finding out how much you've got elsewhere, to give you a view of your total retirement income. If you need help tracking down old pensions, use this Government website: **Trace other pensions**.

2 What the State Pension will cover

Consider: how much State Pension you might get and what it will cover.

The State Pension could cover a fair bit of your basics, leaving your DC savings to top that up. The amount you get will depend on a few things, so you might want to get your own quote on this Government website: **State Pension forecast**.

3 Your lifestyle needs

Consider: your spending needs and whether you'll need more money at different times.

Think about whether you'll need more money at different times of your retirement. For example, you might want more when you're younger and more active, although you might also need to consider whether you'll need to pay for care, for example, when you're older.

4 How long you think you'll live

Consider: how long your savings may need to last.

Based on current, average life expectancy, your savings may need to last for 20 to 25 years if you start accessing them at age 65. And perhaps for even longer – a 60-year-old woman has a 1-in-17 chance of living to 100 (1-in-30 for men). Depending on your financial commitments and your lifestyle, you'll need to make sure you don't run out of money if you do live longer than expected. You'll also want to make sure you spend your hard-earned savings!

Work out your own life expectancy on this Government website: **Life expectancy**.

5 Who you need to provide for

Consider: **whether you need to provide for yourself only or for others too.**

If you need to provide for loved ones, think about the best way of doing that. You should also think about the way that different options are taxed.

6 Managing your tax bill

Consider: **how to minimise your tax bill.**

It's important to make sure you understand the tax implications of your choices. All three options – flexible access, cash and annuity – currently allow you to take up to 25% of your DC savings tax free up to a limit. The maximum lump sum you can take tax free across all registered pension schemes is £268,275 (or a higher amount if you have a protection from the Lifetime Allowance) (under current rules). But when and how those tax-free savings are paid is different under each option – see **Key features**. This means there are advantages and disadvantages in terms of how you access the tax-free part of your savings.

If you take your savings as cash or receive income through flexible access and then want to continue contributing to your retirement savings, the maximum amount you (and your employer, if applicable) will be able to contribute tax efficiently will reduce to £10,000 each year. This is called the Money Purchase Annual Allowance and applies for the rest of your life.

This is a complicated area of pensions, so please speak to ITV Pensions if you want more information.

Need to get in touch?

Specific queries about your savings

If you have a specific query about your DC savings or would like details of your retirement options, please get in touch with XPS, the DC Plan's administrator. You'll be asked to confirm your National Insurance number, so please have this to hand.

itvpension@xpsgroup.com

0118 214 2836

ITV DC Plan, XPS Administration,
PO Box 562, Middlesbrough, TS1 9JA

General queries about the DC Plan

If you have a general question about the DC Plan, get in touch with ITV Pensions.

enquiries@itv-pensions.com

01772 884488

ITV Pensions, 5 Caxton Road, Fulwood Park,
Fulwood, Preston PR2 9NZ

Don't let a scammer enjoy your retirement

Fraudsters would love to get their hands on your retirement savings — and their tactics are becoming even more sophisticated.

Anyone cold calling you about pensions shouldn't be! It's illegal. If you're contacted about a 'great' offer, be very wary, particularly if you're thinking of transferring your savings out of the DC Plan — scammers see this as a golden opportunity.

Find out more about scams, how to avoid them and how to recognise the signs at **Scams** on the MoneyHelper website.

The Trustees, ITV Pensions and XPS, the DC Plan administrator, can't give you financial advice. This leaflet isn't designed to give investment or financial advice – it's simply to give you more information about your options for accessing your savings and what you need to consider. It's based on the Trustees' understanding of legislation and HMRC rules at April 2023; these may change in future.