

## Metaswitch Networks Plan 88

DC Implementation Statement – 6 April 2023 to 5 April 2024

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## 1. Introduction

This document is the Annual Implementation Statement (the “**Statement**”) for Metaswitch Networks Plan 88 (the “**Plan**”) which has been prepared by the Trustees of the Plan covering the year 6 April 2023 to 5 April 2024 (the “**Plan Year**”). The purpose of this Statement is to:

- detail any reviews of the Statement of Investment Principles (“**SIP**”) the Trustees have undertaken, and any changes made to the SIP over the Plan Year as a result of the review;
- set out the extent to which, in the opinion of the Trustees, the Plan’s SIP required under section 35 of the Pensions Act 1995 has been followed during the Plan Year; and
- describe the voting behaviour by, or on behalf of, the Trustees over the Plan Year.

A copy of this Statement has been published on a publicly accessible website and can be found at: <https://www.metaswitch.com/legal>.

## 2. Review and changes to the SIP

The SIP sets out the principles governing decisions about investments of the Plan.

The SIP was reviewed in 2023 and the Trustees adopted a new SIP, drafted by their investment adviser Aon, in April 2023. The new SIP more clearly defines the investment strategy and goals of the investment managers including their approach to responsible investment. Additionally, new sections were added on cost transparency as well as monitoring and reporting.

Since the end of the Plan year, the Trustees updated their SIP to include their policy on illiquid assets and minor changes to Cazenove’s investment objectives. This new SIP was approved in June 2024. As this was following the end of the Plan Year, this Statement is based on the SIP that was in place as at 5 April 2024.

## 3. Adherence to the SIP

The Trustees are of the opinion that the Plan’s SIP has been followed during the Plan Year.

### Investment strategy

The overall investment policy is to maximise the long-term investment performance of the Plan’s assets. The SIP sets out the types of investments that the Fund Managers (JP Morgan Cazenove Limited (“**Cazenove**”) and JM Finn & Co Ltd (“**JM Finn**”)) may invest the assets in; the proportion of assets in different classes of investments is determined by the Fund Managers in consultation with the Trustees.

### Compliance and Monitoring

The Trustees monitor compliance with the SIP through quarterly reports provided by the Fund Managers and regular meetings with them to ensure the strategy and objectives of the SIP are complied with. During the Plan Year, the Plan yielded returns of 12.4% p.a. net of costs and charges. When compared against the performance of comparator schemes, the Trustees are confident that the strategy remains effective. The Trustees are satisfied that the performance of the investment funds during the Plan Year remains consistent with its aims and objectives as set out in the SIP.

The Trustees also consider the long-term performance of the funds and the Fund Managers as part of a wider investment strategy review at least on a triennial basis. A review was undertaken between

December 2022 and May 2023, which led to changes in the default fund which were implemented during the Plan Year. The next investment strategy review is due to take place in the 2025/26 scheme year. The Trustees have discretion to replace a Fund Manager, if the Trustees' aims and objectives as set out in the SIP are not met over the long-term.

### Professional advice

The Trustees are aware of the requirement to take professional advice when setting and reviewing the investment strategy. The Trustees have appointed Aon to provide professional investment advice as required, in relation to the Plan's investment strategy and SIP.

## 4. Voting policies and engagement

In setting the Plan's investment strategy, the Trustees primary concern is to seek the best return that is consistent with an appropriate level of risk. This includes the risk that environmental, social and governance ("ESG") factors, including climate change, negatively impact the value of investments held if not understood and evaluated properly. The Trustees delegate day-to-day management of this risk to the Fund Managers, who apply their own policies in the selection, retention and realisation of investments. The Trustees review the Fund Manager's approach to sustainable investing, including voting policies and engagement, on an annual basis.

In this section of the Statement, the Trustees have provided information on the voting and engagement activities of the Plan's Fund Managers over the Plan Year.

### JM Finn

The portfolio managed by JM Finn is essentially actively managed, with a small allocation to passive funds (10.58% in the Plan Year). JM Finn's current policy is to default to neither voting on corporate issues nor directly engaging with a firm's management unless it is a specific issue where such a potential vote may positively or negatively impact their clients. The Trustees are aware that JM Finn are in discussions with a third party exploring their services in terms of both voting and engaging with companies.

During the Plan Year, there was no voting activity.

### Cazenove

The Plan invests in assets with voting rights attached. However, these investments are generally made via pooled investment funds with investment managers, where the Plan's investments are pooled with other investors. Due to this structure (which is typical within a DC context), there is limited scope and ability for the Trustees to engage with and influence the managers' voting approach, and direct control of the process of engaging with the companies that issue the underlying securities, whether for corporate governance purposes or other financially material considerations, is delegated to those underlying investment managers.

Cazenove reviews the underlying funds on a regular basis, at least once a year. These reviews include benchmarking of performance and fees, as well as performance reviews (including understanding key drivers of performance), investment due diligence meetings and operational due diligence reviews. Operational due diligence reviews, along with many areas, include review of the governance structure, portfolio turnover, conflicts of interest, ESG and stewardship policies (including engagement and voting policies). Along with a regular review cycle, Cazenove will review managers on an ad hoc basis if issues become apparent.

A high proportion of the Default Fund is invested in equities, held across a variety of funds and investment managers, and during the Plan Year, roughly 50% of the total assets were invested in six funds held with Vanguard Asset Management. A summary of the voting and engagement activities of the investment manager within these six funds is provided in the table below.

Further information concerning Vanguard's engagement and stewardship activities is provided in the **Appendix**, including details of the manager's key voting activities.

Fund name	Voting activity
Vanguard FTSE UK All Share Index	Total meetings eligible to vote: 688 Total resolutions eligible to vote: 10,232 % of resolutions voted on for which eligible: 99% % voted with management: 99% % voted against management: 0% % abstained: 0% % of resolutions on which voted, vote contrary to the recommendation of proxy adviser: 4%
Vanguard S&P 500 UCITS ETF	Total meetings eligible to vote: 504 Total resolutions eligible to vote: 7,203 % of resolutions voted on for which eligible: 99% % voted with management: 99% % voted against management: 0% % abstained: 0% % of resolutions on which voted, vote contrary to the recommendation of proxy adviser: 7%
Vanguard FTSE All-World ETF	Total meetings eligible to vote: 5,386 Total resolutions eligible to vote: 54,988 % of resolutions voted on for which eligible: 98% % voted with management: 94% % voted against management: 5% % abstained: 1% % of resolutions on which voted, vote contrary to the recommendation of proxy adviser: 28%
Vanguard FTSE Japan UCITS ETF	Total meetings eligible to vote: 4,690 Total resolutions eligible to vote: 37,069 % of resolutions voted on for which eligible: 99% % voted with management: 90% % voted against management: 9% % abstained: 2% % of resolutions on which voted, vote contrary to the recommendation of proxy adviser: 35%
Vanguard FTSE Emerging Markets	Total meetings eligible to vote: 4,690 Total resolutions eligible to vote: 37,069 % of resolutions voted on for which eligible: 99% % voted with management: 90% % voted against management: 9% % abstained: 2% % of resolutions on which voted, vote contrary to the recommendation of proxy adviser: 35%

Vanguard FTSE Developed Europe ex UK	Total meetings eligible to vote: 2,119 Total resolutions eligible to vote: 27,132 % of resolutions voted on for which eligible: 98% % voted with management: 95% % voted against management: 4% % abstained: 0% % of resolutions on which voted, vote contrary to the recommendation of proxy adviser: 23%
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## Appendix: Vanguard Asset Management

This Appendix provides additional detail on the engagement and stewardship activities of Vanguard Asset Management over the Plan Year. This information has been obtained directly from the manager.

### Engagement and stewardship activities

Vanguard Investment Stewardship utilises the Institutional Shareholder Services (“ISS”) ProxyExchange platform for the execution of votes. They have developed a robust custom policy that ISS have implemented on their behalf along with rigorous controls and oversight mechanisms to ensure the accurate application of the Vanguard policy.

Vanguard do not consult with individual clients / investors before voting. They understand that people have a wide variety of deeply felt humanitarian, ethical, environmental, and social concerns, and that some may want to see their beliefs reflected in their investments. As a fiduciary and the steward of lifetime savings for more than 30 million investors worldwide, Vanguard is required to manage their funds in the best interests of shareholders and obligated to maximise returns in order to help shareholders meet their financial goals.

Vanguard Investment Stewardship team makes every effort to cast proxy votes at all meetings at which their funds are eligible to vote. Each fund advised by Vanguard has adopted a voting policy, which details the general positions of the funds on recurring proxy proposals at public companies. In some cases, country-specific guidelines for key markets are applied. An experienced team of analysts evaluates each proposal on a case-by-case basis and casts the funds’ votes in accordance with Vanguard’s voting guidelines, and based on their analysis of the impact of the proposal on long-term value.

Vanguard publishes a substantial amount of information on its engagement and stewardship activities.

### Examples of Significant Voting Activity

This table below provides examples of key voting activity carried out by Vanguard over the Plan Year.

Holding name	Summary of the resolution	Voting activity	Outcome of the vote
Alphabet Inc.	Approve Recapitalization Plan for all Stock to Have One-vote per Share	For	Fail
Berkshire Hathaway Inc.	Report on Physical and Transitional Climate-Related Risks and Opportunities	For	Fail
Berkshire Hathaway Inc.	Report on Audit Committee's Oversight on Climate Risks and Disclosures	For	Fail
BP Plc	Approve Shareholder Resolution on Climate Change Targets	Against	Fail
Charter Communications, Inc.	Report on Lobbying Payments and Policy	For	Fail
Coterra Energy Inc.	Report on Reliability of Methane Emission Disclosures	For	Pass
DocuSign, Inc.	Advisory Vote to Ratify Named Executive Officers' Compensation	Against	Fail
Dollar Tree, Inc.	Advisory Vote to Ratify Named Executive Officers' Compensation	Against	Pass
Ecolab Inc.	Elect Director John J. Zillmer	Against	Pass
Fortescue Metals Group Ltd.	Approve Remuneration Report	Against	Fail
Sumitomo Mitsui Financial	Elect Director Kunibe, Takeshi	Against	Pass

Group, Inc.			
Sumitomo Mitsui Financial Group, Inc.	Elect Director Isshiki, Toshihiro	Against	Pass
Sumitomo Mitsui Financial Group, Inc.	Elect Director Gono, Yoshiyuki	Against	Pass
Sumitomo Mitsui Financial Group, Inc.	Elect Director Kawasaki, Yasuyuki	Against	Pass
Sumitomo Mitsui Financial Group, Inc.	Elect Director Matsumoto, Masayuki	Against	Pass
Sumitomo Mitsui Financial Group, Inc.	Elect Director Tsutsui, Yoshinobu	Against	Pass
Sumitomo Realty & Development Co., Ltd.	Elect Director Onodera, Kenichi	Against	Pass
Sumitomo Realty & Development Co., Ltd.	Elect Director Nishima, Kojun	Against	Pass
United Parcel Service, Inc.	Report on Effectiveness of Diversity, Equity, and Inclusion Efforts	Against	Fail
Wells Fargo & Company	Report on Prevention of Workplace Harassment and Discrimination	For	Pass