

ELECTRICITY SUPPLY PENSION SCHEME

c/o Capita, 65 Gresham Street, London, EC2V 7NQ

General Correspondence address: Capita Pensions Solutions Ltd, Hartshead House, 2 Cutlers Gate, Sheffield, S4 7TL

To: Group Administrators of the ESPS
and Companies' Pensions Managers/Officers

cc: EPTL Council Members and Board Directors

1 November 2023

Dear Colleague

2023 AGM of Scheme Members

1. This letter sets out the arrangements for advising members of the Scheme AGM. Please take the actions required promptly.
2. In my letter emailed on 8 August 2023 it was advised that this year's AGM of Scheme members will be held on **Tuesday 21 November 2023** starting at 1.00pm. The AGM will be a virtual meeting again, the same as last year. Details of how members can register to attend were contained in the previous communications and have been repeated below:
 - Anyone who wishes to attend the Scheme AGM virtually will need to provide contact details. This information will be held to allow us to contact attendees if arrangements are changed and will be dealt with in accordance with data privacy legislation.
 - Additionally, a "test" run for joining the AGM will be held for members on 14 November 2023 at 12.00.
 - If members wish to attend the Scheme AGM "virtually" they will also need to register. For the Scheme AGM itself please register by using the following link:
<https://attendee.gotowebinar.com/register/3066023791338572374>
 - For the "test" meeting which will be held on 14 November at 12.00 for those new to the virtual arrangements please register by using the following link:
<https://attendee.gotowebinar.com/register/206905431516341854>
3. I now enclose a copy of the formal notice of the meeting. Please ensure that this, together with the Notes to the Agenda, are brought to the attention of members (including pensioner members) through appropriate means. In accordance with EPTL's communications arrangements, even where there has been earlier notification of the date and venue of the 2023 Scheme AGM, Groups are encouraged to now publicise the agenda. You may wish to combine this information with details of any Group meetings which are being held.

4. Communications with members should inform them that copies of the Scheme Annual Report and Accounts and the minutes of last year's Scheme AGM will be emailed to members who register for attendance for the Scheme AGM using the link above. In addition, as noted in the previous communication details of the Scheme AGM, including those noted above, information will be published on the ESPS website <https://www.espspensions.co.uk> including how to register to attend the online meeting in due course.
5. Members should also be reminded that if they require copies of Group Reports these can be obtained from the Group Administrator (whether these are an electronic copy of hard copy will depend on the individual Group).

Yours faithfully

A handwritten signature in black ink, appearing to read 'Kevin Groves', with a stylized flourish at the end.

Kevin Groves
Scheme Secretary to the ESPS