

KEY INFORMATION DOCUMENT

Purpose

This document provides you with key information about this investment product. It is not marketing material. The information is required by law to help you understand the nature, risks, costs, potential gains and losses of this product and to help you compare it with other products.

Product

Fund Name	The CBF Church of England Property Fund
Income Shares (ISIN)	GB0005390546
Name of manufacturer	CCLA Investment Management Limited (the "Manager")
Website	www.ccla.co.uk
Client Services	0800 022 3505

The Manager is authorised and regulated by the Financial Conduct Authority (FCA).

This document is dated 4 August 2022

What is this product?

Type

The CBF Church of England Property Fund (the "Fund") is an Investment Fund, administered as a Common Fund and is established under the Church Funds Investment Measure 1958 (as amended). The Fund is not a Collective Investment Scheme within the meaning of the Financial Services and Markets Act 2000 (FSMA) and is not regulated by the FCA or other regulatory bodies under FSMA. The Fund is entitled to charitable status by virtue of section 99(4) of the Charities Act 2011.

Objectives

- The Fund aims to provide a high level of income and long-term capital appreciation.

Investment policy

- The Fund is an actively managed, diversified portfolio of UK commercial property. It will principally invest in UK commercial properties (both freehold and leasehold) but may invest in other assets, which may be either liquid or illiquid in nature. The Fund will gain this exposure by investing primarily in the COIF Charities Property Fund. Investors should refer to the separate Key Information Document for the COIF Charities Property Fund for further information on the investment policy.
- The Fund's powers also permit investment in The CBF Church of England Deposit Fund, sterling accounts with authorised banks in the United Kingdom, sterling negotiable certificates of deposit and other similar short-term money market instruments.
- The Fund is managed in accordance with the policies of the Church of England's Ethical Investment Advisory Group.
- The return achieved by the Fund is dependent on the performance of the assets that the Fund invests in after deducting the costs, expenses and fees of running the Fund.

Benchmark

The Fund's performance can be assessed by reference to the comparator benchmark, MSCI/AREF UK Other Balanced Quarterly Property Fund Index.

Intended retail investor

The Fund is intended for eligible charity investors, with at least a basic knowledge of property related investments, which are affiliated with the Church of England and seeking to invest in an actively managed fund that reflects the investment objective and investment policy of the Fund. Investors should be looking to invest for at least five years and understand that their capital may be at risk, have the ability to bear losses and appreciate that the value of their investment and any derived income may fall as well as rise.


Term

The Fund has no fixed maturity date and cannot be terminated unilaterally by the Manager. The Fund may be wound up if the Trustee holds the opinion that winding up the Fund is in the interests of investors.

What are the risks and what could I get in return?

Risk indicator



 **The risk indicator assumes you keep the product for the recommended holding period (RHP) of five years. The actual risk can vary significantly if you cash in at an early stage and you may get back less.**

- The summary risk indicator is a guide to the level of risk of this product compared to other products. It shows how likely it is that the product will lose money because of movements in the markets or because we are not able to pay you. The risk of the Fund may be significantly higher than the one represented in the summary risk indicator where the Fund is not held for the recommended holding period.
- The Fund should be considered illiquid as it is not admitted to trading on a secondary market and no alternative liquidity facility is promoted by the Manager or a third party. Property is recognised as an illiquid asset and is thus most suited to long-term investment.
- We have classified this product as 2 out of 7, which is a low risk class. This rates the potential losses from future performance at a low level, and poor market conditions are very unlikely to impact the capacity of the Manager to pay you. This classification is not guaranteed and may change over time and may not be a reliable indication of the future risk profile of the Fund. The lowest category does not mean risk free.
- A more detailed description of risk factors that apply to this product is set out in the latest Scheme Information, which is available on the Manager's website or by request.
- This product does not include any protection from future market performance, so you could lose some or all of your investment.
- If we are not able to pay you what is owed, you could lose your entire investment.
- However, you may benefit from a consumer protection scheme (see the section 'What happens if the Manager is unable to pay out?'). The indicator shown above does not consider this protection.

Performance scenarios

Market developments in the future cannot be accurately predicted. The scenarios shown are only an indication of some of the possible outcomes based on recent returns. Actual returns could be lower.

Investment of £10,000		1 year	3 years	(RHP) 5 years
Stress scenario	What you might get back after costs Average return each year	£9,207 -7.93%	£9,376 -2.13%	£9,291 -1.46%
Unfavourable scenario	What you might get back after costs Average return each year	£10,169 1.69%	£11,773 5.59%	£13,746 6.57%
Moderate scenario	What you might get back after costs Average return each year	£10,552 5.52%	£12,553 7.87%	£14,934 8.35%
Favourable scenario	What you might get back after costs Average return each year	£10,943 9.43%	£13,377 10.19%	£16,214 10.15%

- This table shows the money you could get back over the next 1, 3 and 5 years, under different scenarios, assuming that you invest £10,000.
- The scenarios illustrate how your investment could perform. You can compare them with the scenarios of other products.
- The scenarios presented are an estimate of future performance based on evidence from the past on how the value of this investment varies and are not an exact indicator. As future returns are unlikely to mirror the last 5 years, investors should treat these illustrations with caution. What you get will vary depending on how the market performs and how long you keep the product.
- The stress scenario shows what you might get back in extreme market circumstances, and it does not take into account the situation where we are not able to pay you.
- The figures shown include all the costs of the product itself but may not include all the costs that you pay to your advisor or distributor. The figures do not take into account your personal tax situation, which may also affect how much you get back.

What happens if the Manager is unable to pay out?

The assets of the Fund are held for the benefit of investors by HSBC Bank plc (the “Custodian”), who have been appointed by CBF Funds Trustee Limited (the “Trustee”) and so are held separately from the assets of the Manager. In the event of insolvency of the Manager, the Fund’s assets in the safekeeping of the Custodian will not be affected. However, in the event of insolvency of the Custodian, or its delegates, the Fund could suffer a loss.

If the Manager cannot meet its obligations (for example, where the Manager has stopped trading and there is insufficient assets to meet their obligations), investors in the Fund are not covered by any compensation scheme and could, in the worst case, lose their entire investment.

What are the costs?

Presentation of costs

The Reduction in Yield (RIY) shows what impact the total costs you pay will have on the investment return you might get. The total costs take into account one-off, ongoing and incidental costs.

The amounts shown here are the cumulative costs of the Fund itself, for three different holding periods. The figures assume you invest £10,000. The figures are estimates and may change in the future.

Costs over time

The person selling you or advising you about this product may charge you other costs. If so, this person will provide you with information about these costs and show you the impact that all costs will have on your investment over time.

Investment of £10,000			
Scenarios	If you cash in after 1 year	If you cash in after 3 years	If you cash in after 5 years (RHP)
Total costs	£445	£675	£905
Impact on return (RIY) per year	4.45%	2.25%	1.81%

Composition of costs

The table below shows the impact each year of the different types of costs on the investment return you might get at the end of the recommended holding period and the meaning of the different cost categories:

This table shows the impact on return per year			
One-off costs	Entry costs	1.75%	The impact of the costs you pay when entering your investment. These are already included in the price.
	Exit costs	1.55%	The impact of the costs you pay when exiting your investment. These are already included in the price.
Ongoing costs	Portfolio management costs	0.48%*	The impact of the costs of us buying and selling underlying investments for the product.
Incidental costs	Other ongoing costs	0.68%*	The impact of the costs that we take each year for managing your investments including custody costs.
	Performance fees	N/A	The impact of performance fees on your investment.
	Carried interests	N/A	The impact of carried interests on your investment.

*This figure is calculated from annualised historical data and therefore the actual costs paid by an investor may differ.

How long should I hold it and can I take money out early?

Recommended holding period is at least five years.

The Fund is intended for long-term investors with an investment horizon of five years. This reflects the investment objective of the Fund, the likely strategies used by the Manager and the costs of dealing in the asset class. Whilst there is no minimum holding period requirement, requests by investors for the redemption of shares are subject to a minimum notice period of 90 calendar days.

The Fund deals on the last Tuesday of each month. Redemption requests received by 5.00pm on a business day will be dealt on the first dealing day following expiry of the notice period.

Investors are reminded that commercial property can be an illiquid asset class and the Manager has the discretion to defer redemptions beyond the minimum notice period, up to six months, subject to a period of notice of not less than 30 days to investors, if it believes doing so is in the interest of investors and the good management of the Fund.

How can I complain?

Complaints concerning the operation of the Fund should be referred to The Head of Client Services at CCLA, One Angel Lane, London EC4R 3AB or by email to client.services@ccla.co.uk.

The complaints policy is available on the Manager's website.

If you were advised on investing into the Fund, any complaints regarding that advice should be taken up with the party who provided it.

Other relevant information

The Fund has indirect holdings in direct property, which is inherently illiquid, and investors should take particular note of the risk sections of the Scheme Information, and the actions the Manager may have to take in stressed market conditions, such as suspending or delaying Fund dealings. The Fund also has a minimum redemption notice period of 90 days. The Fund is therefore not suitable for investors that might have a need for immediate liquidity in their investments.

Income shares only are available for investment; a scheme exists to allow income distributions to be reinvested into additional shares automatically.

Income is paid for the preceding quarter at the end of February, May, August and November.

The minimum initial investment in the Fund is £10,000; there is no minimum for subsequent investments.

CCLA have not considered the suitability or appropriateness of this investment against your individual needs and risk tolerance. To ensure you understand whether our product is suitable, please read the Scheme Information for the Fund which is available on the Manager's website or by request.

As set out in the Scheme Information, investment in the Fund is only available to charities with objects connected with the work of the Church of England. If you are unsure of your eligibility, please contact Client Services on 0800 022 3505 or by email to client.services@ccla.co.uk.

This Key Information Document is updated at least every twelve months.