

AGENDA SUPPLEMENT (1)

Meeting: Audit and Governance Committee

Place: [Online Meeting](#)

Date: Wednesday 18 November 2020

Time: 10.00 am

The Agenda for the above meeting was published on 10 November 2020. Additional documents are now available and are attached to this Agenda Supplement.

Please direct any enquiries on this Agenda to Tara Shannon, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718352 or email tara.shannon@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

10 **Pension Assurance on Pension Fund Accounts 2019/2020 (Pages 3 - 6)**

- Appendix B – Pension Fund Management Representation Letter

DATE OF PUBLICATION: 17 November 2020

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Date 18 November 2020

County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN

Dear **Engagement Partner**

Wiltshire Pension Fund

This representation letter is provided in connection with your audit of to the financial statements of Wiltshire Pension Fund (the “Fund”) financial statements for the 31st March 2020 for the purpose of expressing an opinion as to whether the financial statements show a true and fair view of the financial transactions of the Fund during the period from 1st April 2019 to 31st March 2020 and of the amount and disposition at the end of the Fund period of its assets and liabilities, other than the liabilities to pay pensions and benefits after the end of the period, in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and making a statement about contributions.

We confirm, to the best of our knowledge and belief, the following representations.

1. We understand and have fulfilled our responsibilities for the preparation of the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice which show a true and fair view, as set out in the terms of the audit engagement letter.
2. Significant assumptions used by us in making accounting estimates, including those measured at fair value and assessing the impact of Covid-19 on the Fund, are reasonable.
3. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of IAS24 “Related party disclosures”.
4. All events subsequent to the date of the financial statements and for which the applicable financial reporting framework requires adjustment of or disclosure have been adjusted or disclosed, including disclosure of the impact that Covid-19 has had over the Fund financial statements.

5. The effects of uncorrected misstatements and disclosure deficiencies are immaterial at this stage, both individually and in aggregate, to the financial statements as a whole. This could be amended and appendices included in the representation letter at the date the Fund accounts are signed, as part of the closing audit work.
6. We confirm that the financial statements have been prepared on the going concern basis and disclose in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom all matters of which we are aware that are relevant to the Fund's ability to continue as a going concern, including principal conditions or events and our plans. We do not intend to wind up the Fund. We are not aware of any material uncertainties related to events or conditions that may cast significant doubt upon the Fund's ability to continue as a going concern. We confirm the completeness of the information provided regarding events and conditions relating to going concern at the date of approval of the financial statements, including our plans for future actions.

Information provided

7. We have provided you with all relevant information and access as agreed in the terms of the audit engagement letter.
8. All transactions have been recorded and are reflected in the financial statements and the underlying accounting records.
9. We acknowledge our responsibilities for the design, implementation and maintenance of internal control to prevent and detect fraud and error.
10. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
11. We are not aware of any fraud or suspected fraud that affects the Fund and involves:
 - i. management;
 - ii. employees who have significant roles in internal control; or
 - iii. others where the fraud could have a material effect on the financial statements.
12. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the Fund's financial statements communicated by employees, former employees, analysts, regulators or others.
13. We are not aware of any instances of non-compliance, or suspected non-compliance, with laws, regulations, and contractual agreements whose effects should be considered when preparing financial statements except for the 2019 Fund accounts which are expected to be signed thirteen months after the regulatory deadline.
14. We have disclosed to you the identity of the Fund's related parties and all the related party relationships and transactions of which we are aware.

15. There are no claims in connection with litigation which have been or are expected to be received.
16. We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.
17. We confirm that the Fund is a registered pension scheme. We are not aware of any reason why the tax status of the Fund should change.
18. We confirm that:
 - (i) we consider that the Fund has appropriate processes to prevent and identify any cyber breaches other than those that are clearly inconsequential; and
 - (ii) we have disclosed to you all cyber breaches of which we are aware that have resulted in more than inconsequential unauthorised access of data, applications, services, networks and/or devices.
19. We have not made any reports to The Pensions Regulator nor are we aware of any such reports having been made by any of our advisors. We also confirm that we are not aware of any other matters which have arisen that would require a report to The Pensions Regulator.
20. There have been no other communications with The Pensions Regulator or other regulatory bodies during the Fund year or subsequently concerning matters of noncompliance with any legal duty.
21. We have not commissioned advisory reports which may affect the conduct of your work in relation to the Fund's financial statements.
22. We confirm that, under section 27 of the Pensions Act 1995, no Member of the Fund is connected with, or is an associate of Deloitte LLP, which would render Deloitte LLP ineligible to act as auditor to the Fund.
23. You have been informed of all changes to the Fund rules.
24. No transactions have been made which are not in the interests of the Fund members or the Fund during the Fund year or subsequently.
25. We confirm that the Fund does not hold investments in the Principal or Participating employers in excess of 5% of the net assets of the Fund.

We confirm that the above representations are made on the basis of adequate enquiries of management and staff (and where appropriate, inspection of evidence) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully,

Richard Britton
Chair of Audit Committee

Andy Brown
Interim Corporate Director of Resources (s151)

Signed on behalf of the Wiltshire Pension Fund
by the Chair of the Audit Committee meeting at which this letter was approved