Wiltshire Pension Fund

The Fund is administered by Wiltshire Council for local authorities within Wiltshire and other local government associated organisations. It meets the cost of pension benefits due to current and former employees of these organisations. The current membership as at 31 March 2015 included 21,606 active members, 14,200 pensioners and 23,789 deferred members.

Responsibility for the Report

Wiltshire Council

The Council has to arrange for the proper administration of the Wiltshire Pension Fund. In particular, it needs to ensure an economic, efficient and effective use of resources in carrying out this administration and that the Fund's investments are safeguarded.

The Council has delegated this responsibility to the Wiltshire Pension Fund Committee. It also, however, has to ensure that one of its officers has responsibility for the financial aspects of that administration, this being the Associate Director Finance.

Wiltshire Pension Fund Committee

There are seven elected members of the Committee, comprising five Wiltshire Councillors and two Swindon Borough Council members. In addition, there are two representatives of the admitted bodies and two observers representing staff interests. Details of the membership of the Committee in 2014/2015 are shown in the Wiltshire Pension Fund Annual Report.

Included amongst the powers delegated by the Council to the Committee are requirements to:

- arrange and keep under review the investment of the Fund through one or more properly authorised investment managers, and to
- appoint investment managers and external advisers as necessary to support the work of the Committee.

Chief Finance Officer

The Chief Finance Officer is responsible for preparing the financial statements of the Wiltshire Pension Fund, which must show the financial position of the Fund at the accounting date and its income and expenditure for the year.

In preparing the statements, suitable accounting policies must be selected and applied consistently and judgements and estimates made where necessary that are reasonable and prudent and comply with the appropriate accounting Code of Practice.

Proper accounting records must be maintained and kept up to date and all reasonable steps must be taken to prevent and detect fraud and other irregularities. An anti-fraud and corruption and whistle blowing policy has been implemented for the Fund.

Actuarial Statement

This statement has been prepared in accordance with Regulation 57(1)(d) of the Local Government Pension Scheme (Administration) Regulations 2013, and chapter 6 of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the UK 2014/2015.



Wiltshire Council 101 Description of Funding Policy

The funding policy is set out in the latest Wiltshire Council Funding Strategy Statement (FSS). In summary, the key funding principles are as follows:

- to ensure the long-term solvency of the Fund, using a prudent long term view. This will ensure that sufficient funds are available to meet all members' /dependants' benefits as they fall due for payment;
- to ensure that employer contribution rates are reasonably stable where appropriate;
- to minimise the long-term cash contributions which employers need to pay to the Fund, by recognising the link between assets and liabilities and adopting an investment strategy which balances risk and return (NB this will also minimise the costs to be bourne by Council Tax payers)
- to reflect the different characterisitics of different employers in determining contribution rates. This involves the Fund having a clear and transparent funding strategy to demonstrate how each employer can best meet its own liabilities over future years; and
- to use reasonable measures to reduce the risk to other employers and ultimately to the Council Tax payer from an employer defaulting on its pension obligations.

The FSS sets out how the administering Authority seeks to balance the conflicting aims of securing the solvency of the Fund and keeping employer contributions stable.

For employers whose covenant was considered by the Administering Authority to be sufficiently strong, contributions have been stabilised. Asset-liability modelling has been carried out which demonstrate that if these contribution rates are paid and future contribution changes are constrained as set out in the FSS, there is still a better than 2 in 3 chance that the Fund will return to full funding over 20 years.

Funding Position as at the last formal valuation

The most recent actuarial valuation carried out under Regulation 36 of the Local Government Pension Scheme (Administration) Regulations 2008 was as at 31 March 2013. This valuation revealed that the Fund's assets, which at 31 March 2013 were valued at £1,484 million, were sufficient to meet 71% of the liabilities (i.e. the present value of promised retirement benefits) accrued up to that date. The resulting deficit at the 2013 valuation was £610 million.

Individual employers' contributions for the period 1 April 2014 to 31 March 2017 were set in accordance with the Fund's funding policy as set out in its FSS.

Principal Actuarial Assumptions and Methods used to value the liabilities

Full details of the methods and assumptions used are described in the actuary's report dated 31 March 2014.

Method

The liabilities were assessed using an accrued benefits method which takes into account pensionable membership up to the valuation date, and makes an allowance for expected future salary growth to retirement or expected earlier date of leaving pensionable membership.



Assumptions

A market-related approach was taken to valuing the liabilities, for consistency with the valuation of the Fund assets at their market value.

The key financial assumptions adopted for the 2013 valuation were as follows:

The key demographic assumption was the allowance made for longevity. The life expectancy assumptions are based on the Funds VitaCurves with improvements in line with the CMI_2010 model, assuming the current rate of improvements has reached a peak and will converge to a long term rate of 1.25%p.a. Based on these assumptions, the average future life expectancies at age 65 are as follows:

	Males	Females
Current Pensioners	22.3 years	24.5 years
Future Pensioners*	24.1 years	26.9 years

*Currently aged 45

Copies of the 2013 valuation report and Funding Strategy Statement are available on request from Wiltshire Council, the administering authority to the Fund.

Experience over the year since April 2013

Experience has been broadly as expected over the period to 31 March 2015 (excluding the effect of any membership movements). Real bond yields have fallen dramatically and the effect of this has been offset by the effect of strong asset returns, meaning that funding levels are likely to have marginally increased over this period.

The next actuarial valuation will be carried out as at 31 March 2016. The Funding Strategy statement will also be reviewed at that time.

Audit

The Audit Commission has appointed KPMG to act as the external auditor of the Council, and therefore the pension fund.

Investment Management Policy

Overall responsibility for investment policy lies with the Wiltshire Pension Fund Committee, which reports directly to Wiltshire Council.

The Investment Strategy is revised annually by the Fund. The latest Strategic review was undertaken during 2011, new mandates have been implemented resulting from this.

The current strategy has the dual aim of increasing returns and reducing risk by increasing diversification and alternative approaches. Details of the strategy are provided in the Fund's Statement of Investment Principles (SIP) – the Wiltshire Fund's SIP can be supplied upon request or viewed at www.wiltshirepensionfund.org.uk/investment-principles.

The full list of managers as at 31 March 2015 were:



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Statement of Accounts 2014/2015

Company	Mandate	Share of
		Fund
Baillie Gifford	Global Equity	15.0%
CBRE Global Multi Manager	Property	13.0%
Loomis Sayles	Fixed Income	10.5%
Barings	Absolute Return Fund	10.0%
Legal & General	Passive UK Equity	12.5%
Legal & General	Global Equities	5.0%
Legal & General	Government Bonds	5.0%
Legal & General	Fundamental Equities	12.5%
Investec	Emerging Market Multi Asset	10.0%
Partners Group	Infrastructure	5.0%
M&G Investment Management	UK Companies Financing Fund	1.5%

During the year, the managers transacted purchases of $\pounds 940.3$ million ($\pounds 911.9m \ 2013/14$) and sales of $\pounds 945.4$ million ($\pounds 897.9m \ 2013/14$). The value of assets under management at 31 March 2015 was $\pounds 1,837.7$ million, broken down by managers as follows:

Legal & General	£719.3 million
Baillie Gifford	£322.0 million
Western Asset Management	£3.6 million
CBRE Global Multi Manager	£210.0 million
Barings Asset Management	£197.4 million
Loomis Sayles	£197.8 million
Jubilee Advisors	£22.8 million
M&GInvestment Management	£11.8 million
Berenberg Bank	£4.3 million
Partners Group	£10.5 million
Investec	£137.9 million
Total	£1,837.4 million

			% of
		£ million	Fund total
Geographical analysis	United Kingdom	586.0	31.9
	North America	169.7	9.2
	Europe	65.8	3.6
	Asia, ex Japan	7.6	0.4
	Other - Overseas	73.1	4.0
	Other - Pooled Funds	935.2	50.9
		1,837.4	100.0
Sector analysis	Equities	1148.3	62.5
	Fixed interest bonds	201.4	11.0
	Cash & Derivatives	14.3	0.8
	Property	191.7	10.4
	Long-Short Hedge Fund	22.8	1.2
	Emerging Market	137.9	7.5
	Infrastructure	10.5	0.6
	Index linked bonds	110.5	6.0
		1,837.4	100.0

Safe custody of all investments is the responsibility of BNY Mellon and as such, they are registered in the name of, and are held by, its nominee companies or, alternatively, by overseas agents.



The Wiltshire Pension Fund

Fund Account For the year ended 31 March 2015	Notes	2014/2015	2013/2014
		£000	£000
Contributions and benefits			
Contributions receivable	5	85,529	79,128
Individual transfers		1,785	2,902
		87,314	82,030
Benefits payable	6	(74,067)	(76,669)
Payments to and on account of leavers	7	(31,249)	(4,789)
		(105,316)	(81,458)
Management Expenses	8&12	(7,112)	(4,679)
		(25,114)	(4,107)
Returns on investments			
Investment income	9	21,443	18,377
Change in market value of investments	11	211,110	136,981
Net returns on investments		232,553	155,358
Net Increase in the fund during the year		207,439	151,251
Opening Net Assets of the Fund		1,645,164	1,493,913
Closing Net Assets of the Fund		1,852,603	1,645,164



Wiltshire Council 105 The Wiltshire Pension Fund

Net Asset Statement At 31 March 2015	Notes	31 March 2015	31 March 2014
		£000	£000
INVESTMENT ASSETS	11		
Fixed interest securities		0	163,143
Index linked securities		0	933
Equities		342,126	267,461
Pooled investment vehicles		1,289,293	997,888
Property		191,695	170,936
Derivative assets		1,171	2,649
Cash held on deposit		15,383	26,042
Other investment balances		431	3,465
		1,840,099	1,632,517
INVESTMENT LIABILITIES	11		
Derivatives liabilities		(2,702)	(1,066)
Total net investments		1,837,397	1,631,451
Current assets	13	18,912	18,150
Current liabilities	14	(3,706)	(4,437)
Net assets of the Fund at 31 March		1,852,603	1,645,164

The accounts summarise the transactions of the Fund and deal with the net assets at the disposal of Wiltshire Council. They do not take account of obligations to pay pensions and benefits which fall due after the end of the Fund year. The actuarial position of the Fund, which does take account of such obligations, is dealt with in the actuarial statements and these accounts should be read in conjunction with these.

Notes

Forming part of the financial accounts

1. Basis of Preparation

The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2014/2015 which is based upon International Financial Reporting Standards (IFRS), as amended for the UK public sector.

IAS26 requires the actuarial present value of promised benefits to be disclosed. A separate report has been prepared by Hymans Robertson and is enclosed below after note 19. The Chancellor's budget statement on 22 June 2010 declared that future pension increases should be linked to the Consumer Prices Index (CPI) rather than the Retail Prices Index (RPI). The report after note 19 has been prepared on the CPI basis.

The accounts have been prepared on an accruals basis except where otherwise stated, i.e. income and expenditure is accounted for as it is earned or incurred, rather than as it is received and paid.



2. Accounting Policies

The principal accounting policies of the Fund are as follows:

Contributions

Contributions are received from employer bodies in respect of their own and their pensionable employees' contributions. Employers' contributions (for both Normal and Deficit Funding) are prescribed in the Actuary's Rates and Adjustment Certificate following the review of the Fund's assets and liabilities during the triennial valuation. The Employees' contributions are included at the rates prescribed by the Local Government Pension Scheme Regulations.

Employer augmentation contributions are accounted for in accordance with the agreement under which they are being paid.

Benefits and Refund of Contributions

The benefits payable and refunds of contributions have been brought into account on the basis of all valid claims approved during the year.

Transfers to and from Other Schemes

No account is taken of liabilities to pay pensions and other benefits after the year end. Transfer values, which are those sums paid to, or received from, other pension schemes relating to previous periods of employment, have been brought into account on a cash basis.

Investment Income

Dividends, interest and coupon receipts have been accounted for on an accruals basis. Income on pooled investments is accumulated and reflected in the valuation of units.

Valuation of Investments

Investments are shown in the accounts at market value, determined on the following basis:

(i) **Quoted securities**

Quoted Securities have been valued at 31 March 2015 by the Fund's custodian using the bid price where a quotation was available on a recognised stock exchange or unlisted securities market.

(ii) Unquoted securities

Unquoted securities have been valued according to the latest trades, professional valuation, asset values or other appropriate financial information.

(iii) Pooled investment vehicles

Pooled investments are stated at bid price for funds with bid/offer spreads, or single price/net asset value where there are no bid/offer spreads, as provided by the investment manager.

(iv) Fixed Interest Stocks

Segregated fixed interest stocks are valued on a clean basis. Accrued income is accounted for within investment income.

(v) **Derivative Contracts**

Derivatives are stated at market value. Exchange traded derivatives are stated at market values determined using quoted prices. For exchange traded derivative contracts which are assets, market value is based on quoted bid prices. For exchange traded derivative contracts which are liabilities, market value is based on quoted offer prices.

Over the Counter (OTC) derivatives are stated at market value using pricing models and relevant market data as at the year end date.



Forward foreign exchange contracts are valued by determining the gain or loss that would arise from closing out the contract at the reporting date by entering into an equal and opposite contract at that date.

All gains and losses arising on derivative contracts are reported within 'Change in Market Value'.

Reported changes in the market value of investments over the year of account include realised gains or losses arising upon the disposal of investments during the year.

Foreign Currency Translation

All investments held in foreign currencies are shown at market value translated into sterling using the WM 4PM rate on 31 March 2015.

Foreign currency transactions are accounted for on the basis of the equivalent sterling value of the underlying transactions, by applying the relevant exchange rate ruling at the time. Where overseas securities are acquired with currency either previously purchased directly or accruing from the sale of securities, the sterling book cost of the new security will be based on the exchange rate ruling at the time of the purchase of that security. Any profit or loss arising on currency transactions either realised or unrealised, will be reflected in the Net Asset Statement.

Investment Management Expenses

Investment management expenses are based on the quarter end market value of the investments held. The fees paid are determined by the agreed fee scales for each individual manager.

Acquisition Costs of Investments

Transaction costs are charged as part of investment management expenses. These include costs charged directly to the fund such as fees, commissions, stamp duty and other fees.

Administration Expenses

A proportion of the relevant officers' salaries, salary on-costs and general overheads, have been charged to the Fund on the basis of time spent on Fund administration.

Taxation

The Fund is a registered pension scheme for tax purposes and as such is not liable for UK income tax on investment income, nor capital gains tax. As Wiltshire Council is the administering authority, VAT input tax is recoverable on all expenditure.

Income earned from investments in stocks and securities in the USA is exempt from US tax and is not subject to withholding tax. Most tax deducted from income on European investments is also recoverable.

Additional Voluntary Contributions (AVCs)

The accounts of the Fund in accordance with regulation 5 (2) (C) of the Pension Scheme (Management and Investment of Funds) Regulations 1998 do not include transactions in respect of AVCs. These are money purchase arrangements made by individual Fund members under the umbrella of the Local Government Pension Scheme, to enhance pension benefits.



3. Critical Judgement in Applying Accounting Policies

Pension Fund Liability

The Pension Fund liability is calculated every three years by the appointed actuary, with annual updates in the intervening years. The methodology used is in line with accepted guidelines and in accordance with IAS19. Assumptions underpinning the valuations are agreed with the actuary and are summarised in the actuarial position statement (on page 89). This estimate is subject to significant variances based on changes to the underlying assumptions.

4. Assumptions made about the Future and Other Major Sources of Estimation Uncertainty

The Statements of Accounts contains estimated figures that are based on assumptions made by the Council about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

The items in the net asset statement at 31 March 2015 for which there is significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if actual results differ from assumptions
Debtors	At 31 March 2015, the fund had a balance of £18.9m for debtors (£4.8m relate to a long term debtor). A review of significant balances suggested that no impairment is currently necessary. However, in the current economic climate, it is not certain that all debts will be paid.	If collection rates deteriorate it may be necessary for an allowance to be included in the accounts for doubtful debts.
Hedge Fund of Funds	The fund of funds is valued at the sum of the fair values provided by the administrators of the underlying funds plus adjustments that the fund of funds directors or independent administrators judge necessary. These investments are not publicly listed and as such there is a degree of estimation involved in the valuation.	The total hedge fund of funds value in the financial statements is £22.8m. There is a risk that this investment may be under or overstated in the accounts. Using the volatility data provided by the Fund's investment advisor the fund of funds valuation may be over/understated by £1.9m.



Wiltshire Council 109 5. Contributions Receivable

	2014/2015 £000	2013/2014 £000
Employer		
Employer - Normal	51,605	46.466
- Augmentation	868	3,513
- Deficit Funding*	13,765	11,498
Members		
- Normal	19,047	17,404
- Additional Contributions	244	247
	85,529	79,128
Analysis of contributions receivable		
	2014/2015	2013/2014
	£000	£000
Contributions from employees		
(Including Additional Contributions) - Wiltshire Council	8,224	7,396
- Other scheduled bodies	9,460	8,887
Admitted bodies	1,608	1,368
	19,292	17,651
Contributions from employers	19,292	17,651
(Including Augmentations)		
- Wiltshire Council	26,016	27,499
- Other scheduled bodies	32,725	27,841
- Admitted bodies	7,496	6,137
	66,237	61,477
Total contributions receivable	95 500	70.400
	85,529	79,128

* Deficit funding contributions are being paid by the employer for the three years commencing from 1 April 2014 with a minimum specified in the Rates and Adjustment Certificate dated 31 March 2014 in order to improve the Fund's funding position. The recovery period at the last valuation over which the deficit funding is recovered is mainly 20 years for scheduled bodies and 14 years or the length of the employer's contract (whichever is the shorter) for admitted bodies.



6. Benefits payable

	2014/2015	2013/2014
	£000	£000
Pensions	62,118	59,388
Commutation and lump sum retirement benefits	10,648	16,023
Lump sum death benefits	1,301	1,258
	74,067	76,669
Analysis of benefits payable	2014/2015	2013/2014
	£000	£000
Pensions payable		
- Wiltshire Council	34,225	32,187
- Other scheduled bodies	21,566	22,891
- Admitted bodies	6,327	4,310
	62,118	59,388
Retirement and Death grants payable		
- Wiltshire Council	4,586	8,146
- Other scheduled bodies	5,609	7,719
- Admitted bodies	1,754	1,416
	11,949	17,281
Total benefits payable	74,067	76,669

7. Payments to and on account of leavers

	2014/2015	2013/2014
	£000	£000
Individual transfer out to other schemes	3,961	4,775
Bulk transfer out to other schemes	27,167	
Refunds to members leaving service	98	13
State Scheme Premiums	23	1
	31,249	4,789

8. Management Expenses

	2014/2015 £000	2013/2014 £000
Administration costs Investment Management expenses	1,471 5,518	1,410 3,153
Oversight & Governance	123 7,112	116 4,679

Investment Management expenses includes \pounds 1.45m of performance-related fees paid to the fund's investment managers. Transaction costs of \pounds 198k (\pounds 277k 2013/14) have been incurred by the Fund and are included within the Fund Account.



9. Investment Income

	2014/2015	2013/2014
	£000	£000
Quoted securities		
 - UK fixed interest bonds (coupon receipts) 	10,183	7,759
 Overseas fixed interest bonds (coupon receipts) 	259	369
 - UK index linked bonds (coupon receipts) 	0	13
- UK equities	138	421
- Overseas equities	1,177	1,938
Pooled Investment Vehicles		
- Overseas equities	0	94
- UK property	9,535	7,655
- Infrastructure	0	35
Cash held on deposit		
- Sterling Cash	136	93
- Overseas Cash	15	0
	21,443	18,377

10. Stock Lending

The Council participates in a securities lending programme administered by BNY Mellon. Securities in the beneficial ownership of the Council to a value of £17.5 million (0.96% of the total) were on loan at 31 March 2015. Collateral for these securities is held in a pooled form, the Wiltshire Pension Fund's share (0.04%) representing a value of £18.8 million (107.04%). Income earned from this programme amounted to £0.048 million in the year.

	2014/2015	2013/2014
	£ million	£ million
WPF Securities on loan	17.5	27.7
(percentage of total)	1.00%	1.70%
WPF Collateral share of pool	0.04%	0.14%
Value of WPF pooled share	18.8	30.6
Percentage of securities on loan	107.0%	110.4%
Income earned in year	0.048	0.043



11. Investments

Reconciliation of investments held at beginning and end of year

The PRAG guidance, Accounting for Derivatives in Pension Schemes, recommends that derivatives are set out separately in the investment reconciliation table for reasons of clarity and are reconciled on a 'net' basis as opposed to 'gross' as reported in the Net Assets Statement.

Transaction costs have been debited through the Fund Account and have been disclosed as part of the Investment Management Expenses. Costs are also borne by the Fund in relation to transactions in pooled investment vehicles.

Details of investments held at year end



13		
	31 March 2015 £000	31 March 2014 £000
INVESTMENT ASSETS		
Fixed Interest Securities		
- UK fixed interest Government bonds	0	7,131
- UK fixed interest Corporate bonds	0	146,856
- Overseas fixed interest Government bonds	0	5,026
- Overseas fixed interest Corporate bonds	0	2,378
- Emerging markets government bonds	0	1,752
Index Linked Securities	0	163,143
- UK index linked Corporate bonds	0	933
	0	933
Equities		
- UK equities	36,739	23,865
- Overseas equities	305,387	243,596
	342,126	267,461
Pooled Investment Vehicles		
- UK equities	242,103	226,922
- Overseas equities	564,066	586,997
- UK fixed interest Government bonds	0	0
- Overseas fixed income	201,386	0
- Overseas fixed interest Government bonds	0	169
- Overseas fixed interest Corporate bonds	0	950
- UK index linked Government bonds	110,472	91,085
- Property	191,695	170,936
- Emerging Market Debt	67,981	0
- Emerging Market Equities	69,911	0
- Long-Short Hedge Fund	22,839	86,138
- Infrastructure	10,535	5,627
Oral hald a data di	1,480,988	1,168,824
Cash held on deposit	15 100	05 407
- Sterling Cash	15,132	25,427
- Overseas Cash	251	615
Other Investment Balances	15,383	26,042
- Derivatives Assets	1,171	2,649
- Outstanding dividend entitlements	10	3,162
- Recoverable tax	421	303
	1,602	6,114
INVESTMENT LIABILITIES	.,	•,
- Derivatives Liabilities	(2,702)	(1,066)
Total of investments held	4 927 207	1 621 461
Total of investments nero	1,837,397	1,631,451
NET CURRENT ASSETS & LIABILITIES		
Current Assets	18,912	18,150
Current Liabilities	(3,706)	(4,437)
Total net current assets	15,206	13,713
	1,852,603	1,645,164



Derivative Contracts

Objectives and Policies

The Wiltshire Pension Fund Committee have authorised the use of derivatives by their investment managers as part of the investment strategy for the Fund.

The main objective for the use of key classes of derivatives and the policies followed during the year are summarised as follows:

Options – The Fund allows its managers to invest in options as part of their portfolio construction to assist them in achieving performance targets. These options are limited to 'Over-the-Counter' contracts purchased on major exchanges and must not exceed specified limits. Option exposures are limited and hedged through the use of futures.

Futures – The Fund allows a number of its managers to invest in futures, within specified exposure limits, as part of their overall portfolio construction to assist them in achieving performance targets.

Forward foreign exchange – In order to maintain an appropriate diversification of investments within the Fund and take advantage of overseas investment returns a proportion of the investment portfolio is invested overseas. To balance the risk of investing in foreign currencies a dynamic currency hedging programme, using forward foreign contracts, is in place to reduce the currency exposure of the overseas investments. The overseas equity investments are hedged this way.

The Fund had the following derivative contracts outstanding at the year end relating to its fixed interest investment and dynamic currency mandate. The details are:

<u>Future Contracts</u> Nature	Nominal Amount	Duration	Economic Exposure	Asset value at year end	Liability value at year end
Fixed Income Security	£000		£000	£000	£000

0 0



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115 Forward Cash Currency Contracts

Statement of Accounts 2014/2015

Forward Cash Currency					
Contract	Settlement date	e Currency bought	t Currency sold	Asset value	Liability value
				£000	£000
Forward OTC	0 to 6 months	Sterling	Australian Dollar	11	
Forward OTC	0 to 6 months	Sterling	Brazil Real		(18)
Forward OTC	0 to 6 months	Sterling	Canadian Dollar		(44)
Forward OTC	0 to 6 months	Sterling	Chilean Peso		(3)
Forward OTC	0 to 6 months	Danish Krone	Sterling		(7)
Forward OTC	0 to 6 months	Sterling	Danish Krone	1	(51)
		5			
Forward OTC	0 to 6 months	Euro	Sterling	1	(361)
Forward OTC	0 to 6 months	Sterling	Euro	3	(979)
Forward OTC	0 to 6 months	Hong Kong Dollar	Sterling	15	(1)
Forward OTC	0 to 6 months	Sterling	Hong Kong Dollar	27	(1) (12)
		otoning			(1-)
Forward OTC	0 to 6 months	Sterling	Indian Rupee		(4)
Forward OTC	0 to 6 months	Sterling	Indonesian Rupiah		(2)
Forward OTC	0 to 6 months	Sterling	Israeli Shekel		(2)
Forward OTC	0 to 6 months	Japanese Yen	Sterling	141	
Forward OTC	0 to 6 months	Sterling	Japanese Yen	20	(146)
Forward OTC	0 to 6 months	Sterling	Malysian Ringgit	1	
Forward OTC	0 to 6 months	Sterling	Mexican New Peso		(4)
Forward OTC	0 to 6 months	Sterling	New Taiwan Dollar		(14)
Forward OTC	0 to 6 months	Sterling	New Turkish Lira		(2)
Forward OTC	0 to 6 months	Sterling	New Zealand Dollar		(1)
Forward OTC	0 to 6 months	Sterling	Norwegian Krone		(16)
Forward OTC	0 to 6 months	Sterling	Polish Zloty		(5)
Forward OTC	0 to 6 months	Sterling	Singapore Dollar		(11)
Forward OTC	0 to 6 months	Sterling	South African Comm Rand		(21)
Forward OTC	0 to 6 months	Sterling	South Korean Won		(39)
Forward OTC	0 to 6 months	Swedish Krona	Sterling		(24)
Forward OTC	0 to 6 months	Sterling	Swedish Krona		(14)
Forward OTC	0 to 6 months	Sterling	Swiss Franc		(168)
Forward OTC	0 to 6 months	Sterling	Thailand Baht		(4)
Forward OTC	0 to 6 months	US Dollar	Sterling	8	(740)
Forward OTC	0 to 6 months	Sterling	US Dollar	943	(9)
				1,171	(2,702)



Financial Instruments

Classification of financial instruments

The accounting policies describe how different asset classes of financial instruments are measured, and how income and expenses, including fair value gains and losses are recognised. The following table analyses the carrying amounts of financial assets and liabilities by category and net asset statement heading. No financial assets were reclassified during the accounting period.

As at 31 March 2015

	Designated as Fair value through Profit and Loss	Loans and Receivables	Financial liabilities at amortised cost
	£000	£000	£000
Financial assets			
Fixed interest securities	0	0	0
Index linked securities	0	0	0
Equities	330,341	11,785	0
Pooled investment vehicles	1,289,293	0	0
Property	191,695	0	0
Derivative assets	1,171	0	0
Cash held on deposit	0	21,364	0
Other Investment balances	431	0	0
Debtors	0	12,931	0
	1,812,931	46,080	0
Financial Liabilties			
Derivative Liabilities	(2,702)	0	0
Creditors	0	(3,682)	0
	(2,702)	(3,682)	0
	1,810,229	42,398	0



Wiltshire Council 117 As at 31 March 2014

	Designated as Fair value through Profit and Loss	Loans and Receivables	Financial liabilities at amortised cost
	£000	£000	£000
Financial assets			
Fixed interest securities	163,143	0	0
Index linked securities	933	0	0
Equities	254,703	12,758	0
Pooled investment vehicles	997,888	0	0
Property	170,936	0	0
Derivative assets	2,649	0	0
Cash held on deposit	0	31,448	0
Other Investment balances	3,465	0	0
Debtors	0	12,744	0
	1,593,717	56,950	0
Financial Liabilties			
Derivative Liabilities	(1,066)	0	0
Creditors	0	(4,437)	0
	(1,066)	(4,437)	0
	1,592,651	52,513	0

Net gains/(losses) on financial instruments

	2015 £000	٠	2014 £000
Financial assets			
Fair value through profit and loss	211,110		136,981
Loans and receivables	(2,468)		(6,770)
Financial liabilities			
Fair value through profit and loss Loans and receivables	(2,792)		(714)
Total	205,850		129,497

Financial Risk Disclosure

As an LGPS Pension Fund, the Fund's objective is to achieve a relatively stable "real" return above the rate of inflation over the long term. In order to achieve this objective the Fund holds financial instruments such as securities (equities, bonds), property, pooled funds (collective investment schemes) and cash and cash equivalents. The Fund's activities expose it to a variety of financial risks including Market Risk, Credit Risk and Liquidity Risk.

All the Fund's investments are managed by appointed Investment Managers. All investments are held by BNY Mellon who act as custodian on behalf of the Fund. Each investment manager is required to invest the assets managed by them in accordance with the terms of a written investment mandate or pooled fund prospectus.



Statement of Accounts 2014/2015

The Wiltshire Pension Fund Committee has determined that these managers are appropriate for the Fund and are in accordance with its investment strategy. The Committee obtains regular reports from each investment manager and its Investment Consultant on the nature of investments made and associated risks.

The analysis below is designed to meet the disclosure requirements of IFRS 7.

a) Market Risk

Market risk represents the risk that the fair value of a financial instrument will fluctuate because of changes in market prices. This could be as a result of changes in market price, interest rates or currencies. The objective of the Funds Investment strategy is to manage and control market risk exposure within acceptable parameters, while optimising the return.

In general excessive volatility in market risk is managed through diversification across asset class and investment manager. Each manager is also expected to maintain a diversified portfolio within their allocation.

1) Market Price Risk

Market price risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting the market in general.

By diversifying investments across asset classes and managers, the Fund aims to reduce the exposure to price risk. Diversification of asset classes seeks to reduce correlation of price movements, whilst the appointment of specialist managers enables the Fund to gain from their investment expertise.

Market Price - Sensitivity Analysis

The sensitivity of the Fund's investments to changes in market prices has been analysed using the volatility of returns experienced by asset classes. The volatility data has been provided by the Fund's Investment Advisor (Mercers) and is broadly consistent with a one-standard deviation movement. The volatility is measured by the (annualised) estimated standard deviation of the returns of the assets relative to the liability returns. Such a measure is appropriate for measuring "typical" variations in the relative values of the assets and liabilities over short time periods. It is not appropriate for assessing longer term strategic issues. The analysis assumes that all other variables, in particular, interest rates and foreign exchange rates, remain constant.

Movements in market prices would have increased or decreased the net assets valued at 31 March 2015 and 2014 by the amounts shown below.

2) Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The Fund's exposure to interest rate movements from its investments in cash & cash equivalents, fixed interest and loans at 31 March 2015 and 2014 are provided below.

Interest Rate – Sensitivity Analysis

The Pension Fund recognises that interest rates vary and can impact on the fair value of the assets. The sensitivity of the Fund's investments to changes in interest rates has been analysed by showing the affect of a 100 basis point (1%) change in interest rates. This analysis assumes that all other variables, in particular foreign currency rates, remain constant.



	Value	Change in n	etassets
As at 31 March 2014	£000	£000	£000
		+100 BP	-100 BP
Cash held on deposit	26,042	260	(260)
Fixed Interest Securities	163,143	(13,084)	13,084
Loans	12,758	0	0
	201,943	(12,824)	12,824

A 1% increase in interest rates will reduce the fair value of the relevant net assets and vice versa. The loans identified are part of the M&G Financing Fund. Borrowers pay a fixed annual interest rate agreed at the outset.

3) Currency Risk

Currency risk represents the risk that the fair value of financial instruments will fluctuate because of changes in foreign exchange rates. The Fund is exposed to currency risk on financial instruments that are denominated in a currency other than sterling. When sterling depreciates the sterling value of foreign currency denominated investments will rise and when sterling appreciates the sterling value of foreign currency denominated investments will fall.

Currently Wiltshire Pension Fund has a dynamic hedging arrangement in place. This reduces the volatility of returns over the long term.

The tables below show approximate exposures to each of the three major foreign currencies based on manager benchmarks and target allocations. This is based on the two global equity managers Baillie Gifford and Legal & General.

US Dollar	Euro	Yen
17.88%	7.41%	3.18%
£'000	£'000	£'000
291,676	120,887	51,842
	17.88% £'000	17.88% 7.41% £'000 £'000

Currency Risk – Sensitivity Analysis

The sensitivity of the Fund's investments to changes in foreign currency rates has been analysed using a 10% movement in exchange rates in either direction. This analysis assumes that all variables, in particular interest rates, remain constant.

A 10% strengthening or weakening of Sterling against the various currencies at 31 March 2015 and 31 March 2014 would have increased or decreased the net assets by the amount shown below.

2014	Assets Held	Change in net asset	
	at Fair Value	+10%	-10%
	£000	£000	£000
US Dollar	291,676	29,168	(29,168)
Euro	120,887	12,089	(12,089)
Yen	51,842	5,184	(5,184)
Net Currency Exposure	464,405	46,441	(46,441)

As the Fund has a dynamic hedging arrangement in place only a proportion of the gains/losses would be experienced. One important point to note is that currency movements are not independent of each other. If sterling strengthened generally it may rise against all the above currencies producing losses across all the currencies.



b) Credit Risk

Credit risk represents the risk that the counterparty to the financial instrument will fail to meet their obligations and the Fund will incur a financial loss.

The Fund is exposed to credit risk through its investment managers, custodian and its daily treasury management activities. Credit risk is minimised through the careful selection and monitoring of counterparties.

A securities lending programme is run by the Fund's custodian, BNY Mellon, who manage and monitor the counterparty risk, collateral risk and the overall lending programme. The minimum level of collateral for securities on loan is 102%, however more collateral may be required depending upon the type of transaction. This level is assessed daily to ensure it takes account of market movements. The current collateral Wiltshire Pension Fund accepts is AAA rated supranational debt, AA rated debt and FTSE 350 Equity DBV. Securities lending is capped by investment regulations and statutory limits are in place to ensure that no more than 35% of eligible assets can be on loan at any one time.

Forward currency contracts are entered into by the Fund's currency overlay manager – Berenberg. These contracts are subject to credit risk in relation to the counterparties of the contracts which are primarily banks. The responsibility for these contracts rests with Berenberg. Prior to appointment full due diligence was undertaken, they are regulated by BaFin (the German equivalent of FCA) and meet the requirements set out in the LGPS (Management and Investment of Funds) Regulations 2009.

Another source of credit risk is the cash balances held internally or by managers. The Pension Fund's bank account is held at HSBC, which holds a AA- long term credit rating and it maintains its status as a well capitalised and strong financial institution. The management of the cash held in this account is managed by the Council's Treasury Management Team in line with the Fund's Treasury Management Strategy which sets out the permitted counterparties and limits. Cash held by investment managers is invested with the custodian in a diversified money market fund rated AAAm.

The Fund's exposure to credit risk at 31 March 2015 and 2014 is the carrying amount of the financial assets.

2000

2014

	£000
Fixed interest securities	163,143
Index linked securities	933
Derivative assets	1,583
Cash held on deposit	26,042
Other investment balances	3,465
Current assets	18,150
	213,316

c) Liquidity Risk

Liquidity risk represents the risk that the Fund will not be able to meet its financial obligations as they fall due. The main liabilities of the Fund relate to the benefits payable which fall due over a long period of time. The investment strategy reflects this and set out the strategic asset allocation of the Fund. Liquidity risk is mitigated by investing a proportion of the Fund in actively traded instruments in particular equities and fixed income investments. The Fund maintains a cash balance to meet operational requirements.

The following tables analyse the Fund's financial liabilities as at 31 March 2015 and 2014, grouped into relevant maturity dates.



2014	Carrying Amount £000	Less than 12 months £000	Greater than 12 months £000
Accounts Payable	93	93	0
Benefits Payable	1,348	1,348	0
Sundry Creditors	2,996	2,996	0
	4,437	4,437	0

Fair Value Hierarchy

The Fund measures fair values using the following fair value hierarchy that reflects the significance of the inputs used in making the measurements:

- Level 1: Unadjusted quoted prices in an active market for identical assets or liabilities that the Fund has the ability to access at the measurement date.
- Level 2: Inputs other than quoted prices under Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3: Unobservable inputs for the asset or liability used to measure fair value that rely on the Funds own assumptions concerning the assumptions that market participants would use in pricing an asset or liability.

The tables below analyse financial instruments, measured at fair value at the end of the reporting period 31 March 2015 and 31 March 2014, by the level in the fair value hierarchy into which the fair value measurement is categorised. This has been produced from analysis provided by our custodian BNY Mellon.

2014	£000 Level 1	£000 Level 2	£000 Level 3	£000 Total
Fixed Interest Securities	2,359	160,784		163,143
Index Linked Securities		933		933
Equities	254,112		13,349	267,461
Pooled Funds:				0
- Other		992,261	5,627	997,888
- Property		138,154	32,782	170,936
Derivative assets				0
- Futures	(49)			-49
- Options				0
- Forward FX	1,632			1,632
	258,054	1,292,132	51,758	1,601,944
Cash Deposits	26,038	4		26,042
Other Investment balances	3,465			3,465
	287,557	1,292,136	51,758	1,631,451

During 2014/15 there were no transfers between level 1 and 2 of the fair value hierarchy.



The following tables present the movement in level 3 instruments for the year end 31 March 2015 and 31 March 14.

12 Investment management expenses

	2014/2015 £000	2013/2014 £000
Management & Investment Admin Fees Custody & Performance Measurement	5,414 104	3,035 118
	5,518	3,153

Additional Manager fees of £1.3m have been incurred by the fund as a result of investing in pooled fund investments.

13 Current assets

Contributions due at the year end have been paid to the Fund subsequent to the year end in accordance with the Rates & Adjustment Certificate.

14 Current Liabilities

	31 March 2015 £000	31 March 2014 £000
Managers / Custody fees HMRC Other	1,207 702 1,797	943 661 2,833
	3,706	4,437

15. Additional Voluntary Contributions (AVCs)

Fund members paid contributions totalling £0.593 million (£0.433 million in 2013/14) into their AVC funds during the year. At the year end, the value of funds invested on behalf of Fund members totalled £3.529 million (£3.293 million in 2013/14), made up as follows:



	£ million
Equitable Life Assurance Society	
- With Profits Fund	0.599
- Unit Linked Managed Fund	0.234
- Building Society Fund	0.028
Clerical Medical Funds	
- With Profits Fund	0.155
- Unit Linked Managed Fund	1.027
NPI Funds	
- Managed Fund	0.027
- With Profits Fund	0.101
- Global Care Unit Linked Fund	0.057
- Cash Deposit Fund	0.032
Prudential	
- With Profits Cash Accumulation Fund	0.453
- Deposit Fund	0.211
- Diversified Growth Fund	0.196
- Equity Passive	0.029
- Long Term Growth Fund	0.145
- Pre-Retirement Fund	0.128
- Property Fund	0.107
	3.529

As mentioned earlier, AVC investments are not included in the Fund's financial statements.

16. Employer Related Assets

There are no employer related assets within the Fund.

17. Related Party Transactions

The Wiltshire Pension Fund is administered by Wiltshire Council. Consequently there is a strong relationship between the Council and the Pension Fund.

The Council incurred costs of £1.097m (2013/14: £1.076m) in relation to the administration of the Fund and was subsequently reimbursed by the Fund for these expenses. The Council is also the single largest employer of members of the Pension Fund and contributed £26m to the Fund in 2014/15 (2013/14: £27.4m). A balance of £0.87m was owed by the Pension Fund to the Council at year end.

Part of the pension fund cash holdings are invested on the money markets by the treasury management operations of Wiltshire Council, through a service level agreement. During the year to 31 March 2015, the fund had an average investment balance of £3.5m (31 March 2014: £3.4m), earning interest of £19k (2013/14: £18k) in these funds.

Governance

There are two members of the Pension Fund Committee D Hall and L Stuart that are active members of the Pension Fund. These individuals are the employer bodies' representatives.

18. Guaranteed Minimum Pension

The Fund continues to make progress on updating the details of Guaranteed Minimum Pensions (GMP) that were not previously shown on member's records. The Fund is working with HMRC on the GMP reconciliation project where all records will need to be reconciled by March 2018.

GMP elements of member's LGPS pension are not increased by the Fund for Pre 1988 GMP (in respect of the period 06/04/1978 to 05/04/1988) but for Post 1988 (in respect of the period 06/04/1988 to 05/04/1997) it is increased by a maximum of 3%. The Government increase the State Pension for the member fully on the Pre 1988 GMP element and for Post 1988 GMP element it is only increased if CPI is above 3%.



The effect of LGPS pensions not showing the correct amount of GMP for its members would mean that their pension would be increased by more than it should be.

Although these overpayments are costs to the Fund they have been included as expenditure in previous pension fund accounts, therefore no restatement is necessary.

19. Contingent Liabilities and Contractual Commitments

Outstanding capital commitments (investments) at 31 March 2015 totalled Euro 36.285m (31 March 2014: Euro 42.725m).

These commitments relate to outstanding call payments due on unquoted limited partnership funds held in the infrastructure part of the portfolio. The amounts 'called' are irregular in both size and timing from the original commitment.



Wiltshire Council 125 Actuarial Statement in respect of IAS26 as at 31.03.2015

Introduction

CIPFA's Code of Practice on Local Authority Accounting 2014/15 requires administering authorities of LGPS funds that prepare pension fund accounts to disclose what IAS26 refers to as the actuarial present value of promised retirement benefits.

The actuarial present value of promised retirement benefits is to be calculated similarly to the defined obligation under IAS19. There are three options for its disclosure in pension fund accounts:

- Showing the figure in the Net Assets Statement, in which case it requires the statement to disclose the resulting surplus or deficit;
- As a note to the accounts; or
- By reference to this information in an accompanying actuarial report.

If an actuarial valuation has not been prepared at the date of the financial statements, IAS26 requires the most recent valuation to be used as a base and the date of the valuation disclosed. The valuation should be carried out using assumptions in line with IAS19 and not the Pension Fund's funding assumptions.

I have been instructed by the Administering Authority to provide the necessary information for the Wiltshire Council Pension Fund, which is in the remainder of this note.

Balance sheet		
Year ended	31 Mar 2015	31 Mar 2014
	£m	£m
Present Value of Promised Retirement Benefits	2,942	2,452

Liabilities have been projected using a roll forward approximation from the latest formal funding valuation as at 31 March 2013. I estimate this liability at 31 March 2015 comprises £1,336m in respect of employee members, £632m in respect of deferred pensioners and £974m in respect of pensioners. The approximation involved in the roll forward model means that the split of scheme liabilities between the three classes of member may not be reliable. However, I am satisfied the aggregate liability is a reasonable estimate of the actuarial present value of the benefit promises. I have not made any allowance for unfunded benefits.

The above figures include both vested and non-vested benefits, although the latter is assumed to have a negligible value.

It should be noted the above figures are appropriate for the Administering Authority only for preparation of the accounts of the Pension Fund. They should not be used for any other purpose (i.e. comparing against liability measures on a funding basis or a cessation basis).

Assumptions

The assumptions used are those adopted for the Administering Authority's IAS19 report as required by the Code of Practice. These are given below. I estimate that the impact of the change of assumptions to 31 March 2015 is to increase the actuarial present value by £394m.

Financial assumptions

My recommended financial assumptions are summarised below:

Year ended	31 Mar 2015	31 Mar 2014
	% p.a.	% p.a.
Inflation/Pension Increase Rate	2.4%	2.8%
Salary Increase Rate	4.3%	4.6%
Discount Rate	3.2%	4.3%



Longevity assumption

As discussed in the accompanying report, life expectancy is based on the Fund's VitaCurves with improvements in line with the CMI_2010 model, assuming the current rate of improvements has reached a peak and will converge to a long term rate of 1.25% p.a. Based on these assumptions, the average future life expectancies at age 65 are summarised below:

	Males	Females
Current Pensioners	22.3 years	24.5 years
Future Pensioners*	24.1 years	26.9 years

*Future pensioners are assumed to be currently aged 45

Please note that the assumptions are identical to those used for the previous IAS26 disclosure for the Fund.

Commutation

An allowance is included for future retirements to elect to take 50% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 75% of the maximum tax-free cash for post-April 2008 service.

Professional notes

This paper accompanies my covering report titled 'Actuarial Valuation as at 31 March 2015 for IAS19 purposes' dated 30 April 2015. The covering report identifies the appropriate reliances and limitations for the use of the figures in this paper, together with further details regarding the professional requirements and assumptions.

Catherine McFadyen FFA 20 May 2015 For and on behalf of Hymans Robertson LLP



Scheduled/Resolution bodies

Wiltshire Council Swindon Borough Council Wiltshire & Swindon Fire Authority Wiltshire Police Authority Wiltshire Probation Service Alderbury Parish Council Amesbury Parish Council Blunsdon St Andrews Parish Council Bradford-on-Avon Town Council Calne Town Council Chippenham Town Council Corsham Town Council Cricklade Town Council Devizes Town Council Haydon Wick Parish Council Highworth Town Council Malmesbury Town Council Marlborough Town Council Melksham Town Council Melksham Without Parish Council Mere Parish Council Purton Parish Council Royal Wootton Bassett Town Council Salisbury City Council Steeple Ashton Parish Council Stratton St Margaret Parish Council Trowbridge Town Council Wanborough Town Council Warminster Town Council Westbury Town Council Wilton Town Council Wroughton Parish Council All Saints (Netheravon) Academy Bishop Wordsworth Academy Bybrook Valley Academy Churchfield Academy Colebrook Infants Academy Commonweal Academy Corsham Primary Academy Corsham Secondary Academy inc Corsham Regis Dauntseys Academy Devizes Academy Diocese of Bristol Academy Trust Diocese of Salisbury Academy Trust Dorcan Technology Academy Eastrop Infants Academy Education Fellowship Excalibur Academy Goddards Park Academy Gorse Hill Academy Hardenhuish School Ltd Hazelwood Academy Highworth Warneford Academy Holy Family Academy

Holy Rood Infants Academy Holy Rood Junior Academy Holy Trinity Calne Academy Holy Trinity Devizes Academy John Bentley Academy John of Gaunt Academy King William Academy Kingdown Academy Kingsdown Academy Lavington Academy Lethbridge Academy Lydiard Academy Malmesbury Academy Malmesbury Primary Academy The Manor Academy The Mead Primary Academy inc Castle Mead Academy inc River Mead Academy Millbrook Academy Morgan Vale Academy New College Oasis Community Learning Peatmoor Primary Academy Pewsey Primary Academy Pewsey Vale Academy Queens Crescent Academy Ridgeway Academy Rowde Academy Royal Wootton Bassett School Salisbury 6th Form Academy Sarum Academy Sevenfields Academy Shaw Ridge Academy Sheldon Academy South Wilts Grammar School Southfield Junior Academy Springfields Academy St Augustine's School St Catherine's Academy St Edmund's Calne Academy St Edmunds Girls Academy Salisbury St Joseph's Academy Devizes St Joseph's Academy Swindon St Laurence Academy St Leonard's Academy St Mary's Swindon Academy Swindon College United Learning Trust UTC Swindon Wansdyke Academy Wellington Academy Westlea Academy White Horse Academies Wiltshire College Woodford Valley Academy

Admitted bodies

4 Children ABM Catering Ltd Action for Blind People Agincare Aster Communities Aster Group Aster Living Aster Property Management Atkins Ltd **Balfour Beatty** Barnardos Capita Business Services Ltd Care & Support Swindon (SEQOL) Caterlink CIPFA Collaborative Schools Community First Crime Reduction Initiatives Direct Cleaning Elior UK Enara FCC Environment Great Western Hospitals Greenwich Leisure Limited Host Innovate Services Leonard Cheshire Lifeways Mainline Contract Services Mears Care Ltd Nuffield Health Places For People Leisure Plains Partnership The Order Of St John Care Trust Oxford Health NHS Trust Salisbury and South Wilts Museum Selwood Housing Seren Group Somerset Care Ltd Southern Health NHS Foundation Trust Swindon Commercial Services Swindon Dance Twigmarket Visit Wiltshire Westlea Housing Association Wiltshire and Swindon Sports Partnership Wiltshire CCG



These accounts form a summary from the Wiltshire Pension Fund Annual Report and Financial Statements publication. This provides information on its activities and a full detailed statement of its accounts. Requests for this report, or any other queries arising from the Wiltshire Pension Fund Accounts, should be addressed to the Chief Financial Officer, County Hall, Bythesea Road, Trowbridge, BA14 8JN.

