

The Audit Findings Report City of London Pension Fund

Year ended 31 March 2022

October 2023



Contents

The contents of this report relate only to the Section Page matters which have come to our attention, 1. Headlines 3 which we believe need to be reported to you as part of our audit planning process. It is 2. Financial statements 4 not a comprehensive record of all the 3. Independence and ethics 14 relevant matters, which may be subject to change, and in particular we cannot be held responsible to you for reporting all of the Appendices risks which may affect the Pension Fund or 17 all weaknesses in your internal controls. This A. Action plan report has been prepared solely for your 19 B. Follow up of prior year recommendations benefit and should not be quoted in whole or C. Audit adjustments 20 in part without our prior written consent. We do not accept any responsibility for any loss 21 D. Fees occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as this report was not prepared for, nor intended for, any

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1. Headlines

This table summarises the key findings and other matters arising from the statutory audit of City of London Pension Fund ('the Pension Fund') and the preparation of the Pension Fund's financial statements for the year ended 31 March 2022 for those charged with governance.

Financial Statements

Under International Standards of Audit (UK) (ISAs) and the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to report whether, in our opinion:

- the Pension Fund's financial statements give a true and fair view of the financial position of the Pension Fund and its income and expenditure for the year; and
- have been properly prepared in accordance with the CIPFA/LASAAC code of practice on local authority accounting and prepared in accordance with the Local Audit and Accountability Act 2014.

Our audit work was completed on site/remotely during November 2022 - February 2023. Our findings are summarised on pages 4 to 12. We have identified no adjustments to the financial statements that have resulted in an adjustment to the Pension are detailed in Appendix C. We have also raised audit work in Appendix A. Our follow up of recommendations from the prior year's audit are detailed in Appendix B.

Our work is substantially complete and there are no matters of which we are aware that would require modification of our audit opinion or material changes to the financial statements, subject to the following outstanding matters;

- completion of the 2020/21 financial statements audit by your predecessor auditor and our review of their workpapers;
- receipt of management representation letter;
- review of the final set of financial statements.

We have concluded that the other information to be published with the financial statements, is consistent with our knowledge of your organisation and the financial statements we have audited.

Our anticipated audit report opinion will be unmodified.

Note this report was issued in March 2023 at the Audit and Risk Management Committee changes to the report are identified in blue text for ease of review. Note there has been one change to the report since March. This relates to the Actuarial disclosures which have materially changed. The reason for this change is that due to the audit ongoing until after the latest triennial valuation, as required by the auditing standards we required management to assess if this data should be used to revalue Fund's reported financial position. Audit adjustments the liability at the 31st March 2022. As this led to material changes in the financial statements this was required to be updated. This change led us to undertaking further recommendations for management as a result of our work in reviewing the updated Actuarial reports and testing the data's accuracy that was used in the triennial review.

2. Financial Statements

Overview of the scope of our audit

This Audit Findings Report presents the observations arising from the audit that are significant to the responsibility of those charged with governance to oversee the financial reporting process, as required by International Standard on Auditing (UK) 260 and the Code of Audit Practice ('the Code'). Its contents have been discussed with management and will be discussed with the Audit and Risk Management Committee .

As auditor we are responsible for performing the audit, in accordance with International Standards on Auditing (UK) and the Code, which is directed towards forming and expressing an opinion on the financial statements that have been prepared by management with the oversight of those charged with governance. The audit of the financial statements does not relieve management or those charged with governance of their responsibilities for the preparation of the financial statements.

Audit approach

Our audit approach was based on a thorough understanding of the Pension Fund's business and is risk based, and in particular included:

- An evaluation of the Pension Fund's internal controls environment, including its IT systems and controls; and
- Substantive testing on significant transactions and material account balances, including the procedures outlined in this report in relation to the key audit risks

Conclusion

We have substantially completed our audit of your financial statements and subject to outstanding queries being resolved, we anticipate issuing an unqualified audit opinion following the completion of the following items:

- completion of the 2020/21 financial statements audit by your predecessor auditor and our review of their workpapers;
- receipt of management representation letter;
- review of the Annual report; and
- review of the final set of financial statements.
- consideration of any post balance sheet events that arise prior to the sign off date.

Acknowledgements

We would like to take this opportunity to record our appreciation for the assistance provided by the finance team and other staff.

2. Financial Statements



Our approach to materiality

The concept of materiality is fundamental to the preparation of the financial statements and the audit process and applies not only to the monetary misstatements but also to disclosure requirements and adherence to acceptable accounting practice and applicable law.

Materiality levels remain the same as reported in our audit plan on 16 January 2023.

We detail in the table below our determination of materiality for City of London Pension Fund.

Materiality for the financial statements
Performance materiality

Trivial matters

13,881,000 This represents 1% of the Net Assets

Pension Fund Amount (£) Qualitative factors considered

reported at 31 March 2022.

9,716,700 This represents 70% of the Materiality threshold above.

694,000 This represents 5% of the overall materiality.



2. Financial Statements - Significant Matters

Significant Matter	Commentary
Pension Triennial valuation	We have:
Triennial valuations for local government pension funds have been published. These valuations, which are as at 31 March 2022, provide updated information regarding the funding position of the Pension Fund and set employer contribution rates for the period 2023/24 – 2025/26. These valuations also provide updated information for the net pension liability on employer balance sheets. We have performed testing of the completeness and accuracy of triennial valuation source data. This was to support our work providing assurances to auditors of employer bodies. As part of this work, we tested a sample of this data and found the source data to be complete and accurate/or include a summary of findings. This additional testing is only required after each triennial review, rather than annually.	 Reviewed the updated IAS 26 report. Using our expert tested the key assumptions within the report. Sample tested the completeness and accuracy of the data used in the triennial report. Tested the relevant disclosures within the accounts regarding the updated valuation. We have not identified any issues regarding the updated disclosures and report from our work, however, this did lead to additional work on this area. This is a national issue and we have determined a fee increase of £6k for all Pension Fund audits for the work related to this.
This has resulted in additional work in the 2021-22 Pension	

Fund audit on both the updated IAS 26 report, the data used

and the key assumptions within the report.

2. Financial Statements - Significant risks

Significant risks are defined by ISAs (UK) as risks that, in the judgement of the auditor, require special audit consideration. In identifying risks, audit teams consider the nature of the risk, the potential magnitude of misstatement, and its likelihood. Significant risks are those risks that have a higher risk of material misstatement.

This section provides commentary on the significant audit risks communicated in the Audit Plan.

Risks identified in our Audit Plan	Commentary
Management override of controls	We have:
Under ISA (UK) 240, there is a non-rebuttable presumed risk	 Evaluated the design effectiveness of management controls over journals.
that the risk of management override of controls is present in all entities. The Pension Fund faces external scrutiny of its	Analysed the journals listing and determine the criteria for selecting high risk unusual journals.
spending and its stewardship of its funds, this could potentially place management under undue pressure in terms of how they	
report performance. We therefore identified management override of control, in	 Gained an understanding of the accounting estimates and critical judgements applied made by management and consider their reasonableness with regard to corroborative evidence.
particular journals, management estimates, and transactions	• Evaluated the rationale for any changes in accounting policies, estimates or significant unusual transactions.
outside the course of business as a significant risk for the Pension Fund, which was one of the most significant assessed risks of material misstatement.	Our work has not identified any issues except for the ongoing control deficiency identified in 2021/22 financial statements audit by the predecessor auditor. Our work is now complete and we have no other items to bring to your attention regarding this matter,

2. Financial Statements - Significant risks

Risks identified in our Audit Plan	Commentary	
Valuation of Level 3 investments	We have:	
You value your investments on an annual basis with the aim of ensuring that the carrying value of these investments is not	 evaluated management's processes for valuing Level 3 investments and gain an understanding over the role of the custodian in the valuation process; 	
materially different from their fair value at the balance sheet date.	 reviewed the nature and basis of estimated values and consider what assurance management has over the year end valuations provided for these types of investments; to ensure that the requirements of the Code are met; 	
By their nature, Level 3 investment valuations lack observable inputs. These valuations therefore represent a significant	 independently requested year-end confirmations from investment managers and the custodian; 	
estimate by management in the financial statements due to the size of the numbers involved (PY: £189m) and the sensitivity of this estimate to changes in key assumptions.	 for the private equity (£34.1m) and infrastructure funds (£68.7m), obtained audited financial statements for the investments as at 31 December 2021 and we have reconciled any cash movements between the intervening period to 31 March 2022. 89% of the private equity funds and 100% of the infrastructure funds were tested; 	
Under ISA 315, significant risks often relate to significant non- routine transactions and judgemental matters. Level 3 investments by their very nature require a significant degree	 performed additional testing for the full pooled property investments (£101.1m) by using indices obtained externally to benchmark against those used by the Fund Manager. The indices reports we have used are from Gerald Eve and from the GT Real Estates Team. 	
of judgement to reach an appropriate valuation at year end.	 evaluated the competence, capabilities and objectivity of the valuation expert; and 	
We therefore have identified Valuation of Level 3 Investments	• review investment manager service auditor report on design and operating effectiveness of internal controls.	
as a significant risk.	Our audit work has not identified any issues in respect of the valuation of Level 3 investments.	

2. Financial Statements - key judgements and estimates

Significant judgement or estimate	Summary of management's approach	Audit Comments	Assessment	
Level 2 Investments – £1,165m	The Pension Fund have investments in pooled funds that in total are valued on the balance sheet as at 31 March 2022 at	From the procedures undertaken:	Light purple	
		 We have reviewed the estimation process for the Level 2 investments and are satisfied that these are in line with industry standards. 		
	£1,165m, which is an increase of £60m from 2020/21.	 We have compared the valuations provided by the fund managers with the custodian and are satisfied that there are no significant differences in the 		
	The underlying investments are traded on an open exchange/market although the pooled valuation of the investment is subjective.	valuations.		
		 We have reviewed the accounting policies and valuation techniques stipulated within the financial statements and these are in line with expectations. 		
	The Fund obtains valuations from the fund manager and custodian to ensure that valuations are materially fairly stated.	Our audit work has not identified any issues in respect of the valuation of Level 2 investments.		

Assessment

- Dark Purple We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- Blue We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- Grey We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- Light Purple We consider management's process is appropriate and key assumptions are neither optimistic or cautious

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2. Financial Statements - key judgements and estimates

This section provides commentary on key estimates and judgements inline with the enhanced requirements for auditors.

Significant judgement or estimate	Summary of management's approach	Audit Comments	
Level 3 Investments – £203.9m	 Summary of management's approach The Pension Fund has investments in the following: Infrastructure funds that in total are valued on the balance sheet as at 31 March 2022 at £68.7m; Private equity funds that in total are valued on the balance sheet as at 31 March 2022 at £34.1m; and Pooled property investments that in total are 	 Audit Comments From the procedures undertaken: We have deepened our risk assessment procedures performed including understanding processes and controls around the valuation of Level 3 investments. We have obtained audited accounts for all Infrastructure and Private Equity funds and are satisfied that the movements between 31 December 2021 and 31 March 2022 are reconciled to appropriate and known movements in the intervening period. We have performed additional testing for pooled property investments by 	Assessmen Light Purple
	valued on the balance sheet as at 31 March 2022 at £101.1m; Management have reviewed the year end valuations provided by the Fund Managers and	 using indices obtained externally to benchmark against those used by the Fund Manager. We are satisfied that the method, data and assumptions used by management to derive the accounting estimate is appropriate. 	
	have treated them as management experts. These investments are not traded on an open exchange/market and the valuation of the investment is highly subjective due to a lack of observable inputs.	 We are satisfied that the disclosure of the estimate in the Fund's financial statements is sufficient. We have reviewed the accounting policies and valuation techniques stipulated within the financial statements and these are in line with 	
	The value of the investment has increased by £14.9m from 2020/21, largely due to the increase in Pooled property investments by £12.9m in year.	expectations. Our audit work has not identified any issues in respect of the valuation of Level 3 investments.	

Assessment

- [Purple] We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- [Blue] We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- [Grey] We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- [Light Purple] We consider management's process is appropriate and key assumptions are neither optimistic or cautious

2. Financial Statements - other communication requirements

We set out below details of other matters which we, as auditors, are required by auditing standards and the Code to communicate to those charged with governance.

Issue	Commentary
Matters in relation to fraud	We have previously discussed the risk of fraud with the Audit and Risk Management Committee. We have not been made aware of any incidents in the period and no other issues have been identified during the course of our audit procedures.
Matters in relation We are not aware of any related parties or related party transactions which have not been disclosed. to related parties Vertices	
Matters in relation to laws and regulations	You have not made us aware of any significant incidences of non-compliance with relevant laws and regulations and we have not identified any incidences from our audit work.
Written representationsA letter of representation will be requested from the Pension Fund to be signed alongside the final financial statements in advance of the conclusion of the audit.	
Confirmation requests from third parties	We requested from management permission to send confirmation requests to your custodian, fund managers and banks. This permission was granted and the requests were sent.
Accounting practices	We have evaluated the appropriateness of the Pension Fund's accounting policies, accounting estimates and financial statement disclosures. Our review found no material omissions in the financial statements subject to review of the senior management.
Audit evidence and explanations/ significant difficulties	All information and explanations requested from management was provided.

2. Financial Statements - other communication requirements

	Issue	Commentary
oonsibility ors, we are required to "obtain	Going concern	In performing our work on going concern, we have had reference to Statement of Recommended Practice – Practice Note 10: Audit of financial statements of public sector bodies in the United Kingdom (Revised 2020). The Financial Reporting Council recognises that for particular sectors, it may be necessary to clarify how auditing standards are applied to an entity in a manner that is relevant and provides useful information to the users of financial statements in that sector. Practice Note 10 provides that clarification for audits of public sector bodies.
opriate audit evidence ropriateness of		Practice Note 10 sets out the following key principles for the consideration of going concern for public sector entities:
gement's use of the going ern assumption in the aration and presentation of the cial statements and to conclude her there is a material tainty about the entity's ability ntinue as a going concern" (ISA 570).		 the use of the going concern basis of accounting is not a matter of significant focus of the auditor's time and resources because the applicable financial reporting frameworks envisage that the going concern basis for accounting will apply where the entity's services will continue to be delivered by the public sector. In such cases, a material uncertainty related to going concern is unlikely to exist, and so a straightforward and standardised approach for the consideration of going concern will often be appropriate for public sector entities
		 for many public sector entities, the financial sustainability of the reporting entity and the services it provides more likely to be of significant public interest than the application of the going concern basis of accounting.
		Practice Note 10 states that if the financial reporting framework provides for the adoption of the going concern basis of accounting on the basis of the anticipated continuation of the provision of a service in the future, the auditor applies the continued provision of service approach set out in Practice Note 10. The financial reporting framework adopted by the Pension Fund meets this criteria, and so we have applied the continued provision of service approach. In doing so, we have considered and evaluated:
		the nature of the Pension Fund and the environment in which it operates
		the Pension Fund's financial reporting framework
		• the Pension Fund's system of internal control for identifying events or conditions relevant to going concern
		management's going concern assessment.
		On the basis of this work, we have obtained sufficient appropriate audit evidence to enable us to conclude that:
		 a material uncertainty related to going concern has not been identified
		• management's use of the going concern basis of accounting in the preparation of the financial statements is

appropriate.

2. Financial Statements - other responsibilities under the Code

Issue	Commentary		
Disclosures	No inconsistencies have been identified. We plan to issue an unmodified opinion in this respect.		
Matters on which we report by exception	We are required to give a separate opinion for the Pension Fund Annual Report on whether the financial statements included therein are consistent with the audited financial statements. We expect to issue our 'consistency' opinion on the Pension Funds Annual Report alongside the opinion of the financial statements.		



3. Independence and ethics

We confirm that there are no significant facts or matters that impact on our independence as auditors that we are required or wish to draw to your attention. We have complied with the Financial Reporting Council's Ethical Standard and confirm that we, as a firm, and each covered person, are independent and are able to express an objective opinion on the financial statements

We confirm that we have implemented policies and procedures to meet the requirements of the Financial Reporting Council's Ethical Standard and we as a firm, and each covered person, confirm that we are independent and are able to express an objective opinion on the financial statements.

Further, we have complied with the requirements of the National Audit Office's Auditor Guidance Note 01 issued in May 2020 which sets out supplementary guidance on ethical requirements for auditors of local public bodies.

Details of fees charged are detailed in Appendix D

Transparency

Grant Thornton publishes an annual Transparency Report, which sets out details of the action we have taken over the past year to improve audit quality as well as the results of internal and external quality inspections. For more details see <u>Transparency report 2020</u> (grantthornton.co.uk)

3. Independence and ethics

Audit and non-audit services

For the purposes of our audit we have made enquiries of all Grant Thornton UK LLP teams providing services to the Pension Fund. The following non-audit services were identified which were charged from the beginning of the financial year to February 2023 as well as the threats to our independence and safeguards that have been applied to mitigate these threats.

Service	Fees £	Threats identified	Safeguards
Non-audit Related			
IAS19 Assurance letters for Admitted Bodies	7,000	Self-Interest (because this is a recurring fee)	The level of this recurring fee taken on its own is not considered a significant threat to independence as the fee for this work is £7,000 in comparison to the total fee for the audit of £35,000 and in particular relative to Grant Thornton UK LLP's turnover overall. Further, it is a fixed fee and there is no contingent element to it. These factors all mitigate the perceived self-interest threat to an acceptable level.

These services are consistent with the Pension Fund's policy on the allotment of non-audit work to your auditors. All services have been approved by the Audit and Risk Management Committee. None of the services provided are subject to contingent fees.



A. Action plan – Audit of Financial Statements

We have identified 4 recommendations for the Pension Fund as a result of issues identified during the course of our audit. We have agreed our recommendations with management and we will report on progress on these recommendations during the course of the 2022/23 audit. The matters reported here are limited to those deficiencies that we have identified during the course of our audit and that we have concluded are of sufficient importance to merit being reported to you in accordance with auditing standards.

Assessment	Issue and risk	Recommendations	
Medium	Timeliness of revocation of user access in Oracle EBS.	It is recommended that for all leavers, logical access to Oracle EBS is disabled on their	
	For a sampled leaver in Oracle EBS, it was identified that their access to the system was revoked six days after their termination date.	leave date. Where this is not possible, access should be disabled no later than the next working day. This will help prevent unauthorised access to the network, applications and	
	Additional procedures verified that the user had not accessed the system since their termination date.	underlying data.	
	Risk	Management response	
	Where system access for leavers is not disabled in a timely manner, there is	The Oracle Team currently receive a weekly leavers list from HR - the leavers on the	
	a risk that former employees will continue to have access and can process	HR report have to be compared to a list of Oracle users, in order to identify which	
	erroneous or unauthorised access transactions. There is also a risk that these accounts may be misused by current system users to circumvent	leavers have an Oracle user account that requires action.	
	internal controls.	This list is actioned on the same day as it is received - leavers' responsibilities are	
		removed to prevent them from using Oracle until their user account can be closed,	
		during which time only their Worklist remains accessible which shows notifications such	
		as approvals for Requisitions/POs, unmatched Aps and AP Invoice Price Variances.	
		If we are made aware (by other means) that a person is due to leave in the future, we	
		place a future end date on their responsibilities.	
		The closing of the user account itself necessarily takes longer as there are a number of	
		steps, starting with the employee account, that have to be made before the user	
		account can be closed.	
		The processing of a daily HR leavers list would be quite onerous and the removal of	
		responsibilities largely mitigates the risk until the user account can be closed.	
		responsibilities largely mitigates the risk until the user account can be closed.	

Controls

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- High Significant effect on financial statements
- Medium Limited Effect on financial statements
- Low Best practice

A. Action plan – Audit of Financial Statements

Ass	sessment	Issue and risk	Recommendations	
N	ledium	Management of generic database administrator accounts.	Management should implement suitable controls to restrict access to the KeePass password	
		Whilst the passwords for privileged generic accounts for both the Oracle	manager.	
	EBS application and supporting Oracle database are held in a KeePass password manager, we were unable to verify whether access to the password manager is restricted to the DBA team as it is held in a shared network drive.	This could be through limiting access (i.e. a specific network folder or SharePoint site) to the KeePass password manager to only authorised members of the DBA team.		
		Management response		
		k	The password database is itself password protected so regardless of where it lives on the network only persons who know the password (the current 3 dbas) have the ability	
	Without effective restriction of access to the passwords for privileged	to open it.		
		generic accounts, the misuse of such accounts could result in financial data being changed or deleted without authorisation, impacting on its completeness and accuracy	The password database has now been moved to the DBA SharePoint site	

Controls

© High – Significant effect on financial statements © 2022 Grant Thornton UK LLP.

Medium – Limited Effect on financial statements

B. Follow up of prior year recommendations

The predecessor auditor	Assessment	Issue and risk previously communicated	Update on actions taken to address the issue
identified the following issues in the audit of City of London Pension Fund's 2020/21 financial statements, which resulted in 4	X	Journals authorisation The predecessor auditor has identified that there is no evidence is retained in the management's review of journals.	As part of our journals testing, we have determined that this is not resolved, and we recommend that management implement a control where all journals over £100k are sent over approvals and the approval logs are reviewed on a frequent basis. This control should also be documented to ensure a clear audit trail.
recommendations being reported in our 2020/21 Audit Findings report. We have followed up on the implementation of our recommendations and note 1	✓	Bank Reconciliation The prior year ISA 260 report (unsigned version) includes the following deficiency on the Pension Fund's bank reconciliation process. There is an unexplained £15 in the bank reconciliation at year end. Bank reconciliation is a key control for good financial governance. All reconciling differences should be investigated in a timely manner.	This issue has been addressed by management and no longer applies.
is still to be completed. Our work on the other two open recommendations are ongoing and as such, we are not able to conclude on this.	√	Oracle EBS - CBIS – IT General Controls The prior year ISA 260 report (unsigned version) includes 7 deficiencies in relation to the Oracle EBS – CBIS identified as part of the IT General Controls work.	We have engaged Grant Thornton's IT audit team to complete a review of the Oracle EBS system and their findings are listed within pages 17 to 18.

Assessment

- ✓ Action completed
- X Not yet addressed

C. Audit Adjustments

We are required to report all non trivial misstatements to those charged with governance, whether or not the accounts have been adjusted by management.

Misclassification and disclosure changes

The table below provides details of misclassification and disclosure changes identified during the audit which have been made in the final set of financial statements.

Disclosure omission	Issue Identified	Adjusted?
Management and Financial Performance Report	Scheme administration report paragraph states that there are 4,6729 active members. This should read 4,729 to be consistent with Note 1.	1
Management expenses	Disclosure includes audit fees of £21,500 that have been charged to the Pension Fund, with the fee relating to 20/21 audit. Per the CIPFA code, the Pension Fund is required to accrue for the audit fee (par 3.4.4.1.7).	1
	This would be the audit fee per the audit plan of £35,000 for 2021/22.	
Actuarial disclosures – note 17 and 18	Note 17 has been updated to reflect the assumptions and figures coming out of the updated triennial valuation report.	√
	Note 18 which states the overall liability has been updated for the key assumptions and overall liability figure in the same way. This updated valuation did not lead to any change in the asset value but did lead to the present value of the defined obligation decreasing from £2,292.7m to £2,201.1m, a £92.6m decrease in the gross liability.	
	We note this note was not inappropriately stated in the draft accounts but has been updated to reflect more accurate information coming available during the audit period.	
	From our work we are satisfied the updated balances are appropriate, the data used in the triennial valuation is accurate and the note has been updated appropriately to reflect the changes identified.	

D. Fees

We confirm below our final fees charged for the audit and provision of non-audit services.

Audit fees	Proposed fee	Proposed Final fee
Pension Fund Audit	£35,000	£41,000
Total audit fees (excluding VAT)	£35,000	£41,000

The reason for the fee increase is the additional work required on the triennial Pension Valuation. This meant we had to test the triennial data used and also recomplete our work on the Actuarial disclosures with the updated figures.

Non-audit fees for other services	Proposed fee	Final fee
IAS19 Assurance letters for Admitted Bodies	£7,000	£7,000
Total non-audit fees (excluding VAT)	£7,000	£7,000



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