

## Update - February 2024

### What's changed

We are pleased to issue updates to your Mercia Pension Schemes Manual (dated 02/24).

The principal technical changes in this update include:

- Removal of content for periods commencing before 15 December 2021 as this is no longer relevant; and
- Best practice amendments.

In addition a number of other minor improvements and amendments have been made to the manual.

See below for a full list of changes.

### Contact us

We are always pleased to receive feedback on our manuals, including any improvements that you would like to see incorporated. Please contact me if you have any comments to make.

Joanne Gregory

February 2024

### February 2024 - Detailed list of changes

The below table provides a detailed list of changes within the manual. In addition to the items listed below, minor changes have been made for formatting, grammar, and other editorial amendments.

Updated area	Main reason for change
<b>Guidance</b>	
Contents	<ul style="list-style-type: none"> <li>Updated to reflect the removal of content for periods commencing before 15 December 2021 and other amendments made in this update.</li> </ul>
Guidance notes	<ul style="list-style-type: none"> <li>Example forms for periods commencing before 15 December 2021 have been removed.</li> </ul>
What's changed	<ul style="list-style-type: none"> <li>A copy of this What's changed notice has been added to the manual.</li> </ul>
<b>Example letters</b>	
Letter of representation	<ul style="list-style-type: none"> <li>Letter of representation for periods commencing before 15 December 2021 removed.</li> </ul>
<b>Example reports</b>	
Report to management	<ul style="list-style-type: none"> <li>References to 'recommendations' removed.</li> </ul>
<b>Example accounts</b>	
1 Defined benefit scheme accounts	<ul style="list-style-type: none"> <li>Updated to state the accounts are based on standards and amendments in issue at 31 December 2023.</li> </ul>
2 Defined contribution scheme accounts	<ul style="list-style-type: none"> <li>Updated to state the accounts are based on standards and amendments in issue at 31 December 2023.</li> </ul>
3 Hybrid scheme accounts	<ul style="list-style-type: none"> <li>Updated to state the accounts are based on standards and amendments in issue at 31 December 2023.</li> </ul>
<b>Accounts disclosure checklists</b>	
A32 Pension Schemes Annual Report Checklist	<ul style="list-style-type: none"> <li>Updated to state the accounts are based on standards and amendments in issue at 31 December 2023.</li> </ul>
<b>Current file documents</b>	
All	<ul style="list-style-type: none"> <li>Forms related to periods commencing before 15 December 2021 removed.</li> </ul>
Current file indices	<ul style="list-style-type: none"> <li>Updated to refer to new form A29-1 Other information.</li> </ul>
A21-1 Responsible individual review and conclusion	<ul style="list-style-type: none"> <li>Updated to refer to new form A29-1 Other information.</li> </ul>
A22 Overall review of the financial statements	<ul style="list-style-type: none"> <li>Reference to new form A29-1 Other information added.</li> </ul>
A29-1 Other information	<ul style="list-style-type: none"> <li>New form added to address Other information.</li> </ul>
B14 Opening balances and consistency of accounting policies	<ul style="list-style-type: none"> <li>Reminder added in Section C of the requirement to include an Other matter paragraph in the auditor's report stating that corresponding figures are unaudited where this is the case.</li> </ul>
SSF Substantive sampling form - Statistical	<ul style="list-style-type: none"> <li>Additional box added to justify selection of key items, where relevant.</li> </ul>
SSF Substantive sampling form - Judgemental	<ul style="list-style-type: none"> <li>Additional box added to justify selection of key items, where relevant.</li> </ul>
<b>Permanent file documents</b>	
All	<ul style="list-style-type: none"> <li>Forms related to periods commencing before 15 December 2021 removed.</li> </ul>
PF1-1 The entity and its environment	<ul style="list-style-type: none"> <li>Additional box added to ensure what the entity does is more specifically recorded.</li> </ul>
<b>Supplementary forms</b>	
BREXIT	<ul style="list-style-type: none"> <li>Supplementary form removed as no longer current.</li> </ul>
COVID-19	<ul style="list-style-type: none"> <li>Supplementary form removed as no longer current.</li> </ul>
File review checklist	<ul style="list-style-type: none"> <li>Checklist related to periods commencing before 15 December 2021 removed.</li> </ul>

