

To: Users of the Academies Manual
From: Andrew Jarvis
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CHANGES TO TEACHERS PENSIONS ASSIGNMENTS

As you may be aware, Teachers Pensions (TP) have issued new guidance and extended the deadline for reporting accountants to submit their report on the End of Year Certificate (EYOC) for 31 March 2017 to 30 November 2017. **Where firms have not yet submitted their report to Teachers Pensions, the new guidance should be followed.** The scope of the assignment has changed significantly – the original guidance required a ‘reasonable assurance report’. The new guidance requires an ‘agreed-upon procedures’ report. Whilst this represents a reduction in the level of assurance which firms are asked to provide, it will result in a number of changes to your work and report. Firms affected must now:

- Issue a revised letter of engagement, covering TP’s revised standard terms of engagement;
- Ensure that work already performed covers the specific procedures now required;
- Draft a revised report, providing the factual findings required – this must include an appendix listing all breaches identified and a copy of the original EYOC;
- Obtain revised representations from the person at the school / academy responsible for EYOC (this will normally be the academy’s accounting officer).

We have today updated Chapter 4 of our Academies Manual to deal with these changes. This can be downloaded from the members’ area of www.hatgroup.co.uk and is entitled ‘Academies – August 2017 (10/17)’. All documents in Chapter 4 have been amended and are dated ‘10/17’. No other documents in the Manual have been revised.

Firms must also obtain a copy of Version 4 of TP05, issued by TP and available [here](#).

Where firms have already submitted a reasonable assurance report to TP, they may wish to contact TP to confirm that such a report is still acceptable.

If you have any questions about these changes please contact our helpline. Alternatively, TP may be contacted via tpaudit@teacherspensions.co.uk.