



| Reference | Meeting | Action | Progress to date | Deadline | Owner |
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| 1 | 9 November meeting | CIPFA LASAAC needs to be clearer about what the Board's remit is, beyond simply setting a code each year. Board membership needs to be refreshed to fill skills gaps and, the Board should then provide a statement of support needed from the Secretariat. Another key issue is how the board communicates outwards. Chair to draft a statement for GD, AS and MG to review. | This will follow on from discussions on the wider context, which is part of the agenda for November's meeting. | To be confirmed | Chair |
| 2 | 9 November meeting | AS to provide information regarding the revenue implications for Service Concession arrangements when applying IFRS 16, due to the way MRP regulations and finance leases interact. | Under IFRS 16 there will be a revenue profiling change, for authorities that have been calculating MRP for Leases and Service Concession arrangements using the straight-line method instead of using the principal repayment as the MRP amount each year. Authorities could decide to change their MRP policy, providing they ensure the approach is prudent, although this is still likely to have a revenue profiling impact. There's no impact on the Code as it relates to statutory guidance for MRP. CIPFA LASAAC may wish to further understand the impact of IFRS 16 implementation for authorities and feedback to Government, or continue to keep a watching brief. Monitoring of IFRS 16 queries at CIPFA hasn't identified another technical query along these lines yet. | November 2024 | AS / Secretariat |
| 3 | 13 June meeting | Secretariat to set up a card for Hugh Dunn and Nick Bennett for the Board to express thanks. | The Secretariat will be circulating physical cards at the November meeting for attendees to express their thanks. The Secretariat will gather further messages following the meeting from those unable to attend in person. | November 2024 | Secretariat |
| 4 | 13 June meeting | Secretariat to invite a member from the HM Treasury sustainability working group to provide an update to the Board at a future meeting. | A suitable date will be determined in the New Year, from one of the three CIPFA LASAAC meetings next year. | November 2025 | Secretariat |

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| 5 | 13 June meeting | Secretariat to revisit action log and provide a revised list to the Board around the end of the month. | Complete. | Complete | Secretariat |
| 6 | 13 June meeting | Secretariat to identify consequences of pausing Code development to assist the Boards decision. | This will be part of discussions at the November meeting. | Complete | Secretariat |
| 7 | 13 June meeting | Secretariat to update the strategic plan and input into priorities for the Better Reporting Group. | These items have been included in the draft 2025/26 Code ITC in the November agenda pack. | Complete | Secretariat |
| 8 | 13 June meeting | Secretariat to issue statement on the short-term measures and to include the change in direction with emphasis on the longer-term reforms. | Complete. | Complete | Secretariat |
| 9 | 13 June meeting | Secretariat to issue a clean version of the BRG Terms of Reference for finalising. | Complete. | Complete | Secretariat |
| 10 | 13 June meeting | Secretariat to redraft the decisions on the feedback statement for the 2023/24 & 2024/25 Code Update in light of the Board's revised decision. | Complete. | Complete | Secretariat |
| 11 | 13 June meeting | Secretariat to include BRG on the Local Authority Accounting Conference Webinar Agenda. | Complete. | Complete | Secretariat |
| 12 | 3 July Post FRAB meeting | Secretariat to request approval from HM Treasury to share VOA application guidance with the Board | A link to the initial version of the guidance taken to FRAB in June 2024 is included with the 'development of ITC 2025/26 Code' cover paper and provides a useful example of the type of guidance HMT are planning to issue. However, it's important to note the guidance is currently being updated and refined. | Complete | Secretariat |
| 13 | 3 July Post FRAB meeting | Secretariat to contact NHS colleagues for lessons learnt from IFRS 16 implementation | The Local Authority Accounting Conference included feedback from two authorities the CIPFA Financial Advisory Network were aware had adopted IFRS 16 in 2022/23. NHS colleagues have been contacted, but we haven't heard back yet. However, will follow up to check if there is any relevant information for the FAN closedown series. | Complete | Secretariat |