
Introduction

The *Code of Practice on Local Authority Accounting in the United Kingdom 2016/17* is based on International Financial Reporting Standards (IFRS) and has been developed by the CIPFA/LASAAC Code Board under the oversight of the Financial Reporting Advisory Board.

The 2016/17 Code has been prepared on the basis of accounting standards and interpretations in effect for accounting periods commencing on or before 1 January 2016. It applies to accounting periods commencing on or after 1 April 2016.

This Disclosure Checklist reflects the requirements and format of the Code.

Disclosure Checklist

2016/17 Accounts

England

This checklist identifies the requirements of the *Code of Practice on Local Authority Accounting in the United Kingdom 2016/17*. It applies to accounting periods commencing on or after 1 April 2016.

This checklist is intended for use as an aide-memoire by those who prepare and audit local authority accounts to ensure that the requirements of the Code are met. The checklist is in the form of a series of questions. If the answer to a question is 'yes', the Code is being complied with. If the answer is 'no', then a justification for departing from the Code should be given and potentially disclosed in the accounts, where the impact of departure is material.

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Reference used in this aide-memoire:

Code Ref *Code of Practice on Local Authority Accounting in the United Kingdom 2016/17* (the Code)

Where possible, the use of references in this checklist reflects the references in the Code itself. This is to enable users to cross-check information back to the Code. There will therefore be cases where a list starts with a letter other than a), or where certain number or letter references are missing from a sequence, eg a), b), c), f), g).

Materiality

The Disclosure Checklist reflects the cutting clutter agenda and includes an **N/M = Not Material** column. Where disclosures are driven by accounting standards, the Code's provisions in paragraph 3.4.2.27 enable an authority to exclude disclosures that are required by the Code if the information resulting from that disclosure is not material. This is the case even if the section of the Code or IFRS contains a list of specific requirements or describes them as minimum requirements.

Section 1.5 in Chapter one of the 2016/17 Code underlines CIPFA/LASAAC's view of the importance of the consideration of materiality when preparing disclosures for local authority financial statements, as follows:

The Code provides a definition of materiality in paragraph 2.1.2.11 which is applied to information and disclosures in local authority financial statements. This Code only requires local authority financial statements to disclose information which is material. CIPFA/LASAAC is of the view that local authorities should only include disclosures that are material to the presentation of a 'true and fair' view of the financial position, financial performance and cash flows of the authority and to the understanding of users of the financial statements.

However, in relation to statutory disclosures, reference should be made to the relevant legislation for specific disclosure requirements (eg the disclosure of officers' remuneration).

Disclosure Checklist

2016/17 Accounts

Scotland

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Appendix A: Scotland Remuneration Report – An Overview of the Disclosure Requirements

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Disclosure Checklist

2016/17 Accounts

Wales

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