

Highlight Report

Strength of Assurance	Colour to use in Assurance Level columns below:
Low	Red - there are significant gaps in assurance and/or not properly assured as to the adequacy of action plans/controls
Medium	Amber - there is reasonable level of assurance, but some issues identified to be addressed.
High	Green – there are no gaps in assurance and there are adequate action plans/controls

Agenda Item:	Assurance level:		Committee escalation:	ORR Risk Ref:
	Current Performance	Delivery plan / Management process		
Attending:	Hetal Parmar, Alexander Carpenter, Josie Spencer, Sharon Murphy, Matt White, Kate Dyer, Leanne Hawkes (360 Assurance), Jenny Robinson (360 Assurance), Andrew Cardoza (KPMG), Debbie Stokes (KPMG), Matt Curtis (360 Assurance), Carl Lomas (Clinical Audit Forward Plan), Deanne Rennie (Quality Account 2022/23), Chris Biddle (Cyber Security Management), Dr Jon Crossly (observing)			
Apologies:				
Internal Audit Progress Report	Medium	High	Four final reports had been issued since the previous meeting; Financial Systems with significant assurance opinion, Supporting Timely Recruitment with limited assurance and two advisory reviews; Divisional Governance and Agency Staffing. The overall follow up rate for 2023/24 at the time of the meeting was 73% which gave moderate assurance. ARC noted the Trust was very close to achieving the 75% target for significant assurance.	N/A
2022/23 Head of Internal Audit Opinion and Annual Report	High	High	No changes had been made to the HoIAO since the interim report was presented to the extraordinary meeting in April which provided significant assurance overall. The key points to note from the Annual Report were that 360 Assurance had achieved 'fully conformed' to the mandatory Public Sector Internal Audit Standards which was the highest level of compliance and responses to the satisfaction questionnaires on audits completed were either highly satisfied or satisfied.	N/A
Draft ISA260 Report	High	High	Some elements of the audit were still outstanding but the proposal was to issue an unqualified opinion on the Trust's financial statements and no significant weaknesses identified for use of resources.	81
Auditor's Annual	High	High	Work was ongoing on the accounts audit but based on the work completed to date, no material	N/A

Agenda Item:	Assurance level:		Committee escalation:	ORR Risk Ref:
	Current Performance	Delivery plan / Management process		
Report			mis-statements were anticipated in terms of the valuation of land and buildings and fraudulent expenditure recognition.	
Counter Fraud, Annual Report	High	High	A fully compliant position across all Functional Standard Components had been submitted to the NHS Counter Fraud Agency on the 2022 Counter Fraud Functional Standard Return.	N/A
Governance and Risk Report	Medium	High	The Committee received a high level of assurance on the systems and processes in place to secure an effective governance and risk framework but only moderate assurance to align with the assurance rating for internal audit follow up actions.	N/A
Annual Work Plan 2023/24	High	High	The Committee approved the work plan subject to minor amendments.	N/A
Annual Financial Accounts 2022/23	High	High	The Committee agreed a high level of assurance because there was good understanding of the financial position and processes to get to the reported financial position for the Trust. All statutory and administrative duties were achieved however, the in-year break even duty was not achieved and work would take place over the next year or two to repay it and to achieve the rolling three year duty.	81
Clinical Audit Forward Plan 2023/24	High	High	The Committee received the Clinical Audit Forward Plan and agreed the approach to prioritising audits.	N/A
Chief Executive Waivers and Awarded Tenders Q4	High	High	The report covering quarter 4 of 2022/23 was presented, a total of forty five waivers with a value of £2,237,480 (excl. VAT)) had been raised. ARC noted the volume of waivers was expected to reduce significantly during 2023/24 because of the fewer number of waivers for estates and facilities services and the new sole provider process in place.	N/A
Losses and Special Payments Annual Report	High	High	The Committee noted the losses and special payments made in 2022/23 and that the value of payments made over the past two years had been inflated by national initiatives outside of LPT's control.	N/A
Going Concern Assessment 2022/23	High	High	The Committee received the report and supported the assertion that the Trust be formally recognised as a Going Concern with the 2022/23 annual accounts completed on this basis.	N/A
Annual Quality Account 2022/23	High	High	The final version of the Annual Quality Account was presented for information. ARC agreed it was comprehensive and well written and discussion focused on how it could be celebrated and	N/A

Agenda Item:	Assurance level:		Committee escalation:	ORR Risk Ref:
	Current Performance	Delivery plan / Management process		
			communicated with partners and staff in the Trust in view of the huge amount of work that had gone into producing it.	
SFIs and SORD	High	High	ARC approved the proposed changes to the Trust's Standing Financial Instructions and Scheme of Delegation prior to them being presented to the Charitable Funds Committee on 13 June 2023 and the Trust Board for final approval.	N/A
Cyber Security Update	High	High	An overview of the risk and action plan in place to effectively manage the potential effect of cyber security incidents on Trust services was provided. ARC noted the highly dynamic nature of cyber security threats and the need to adopt an approach which demonstrated continual improvement and was confident of the cyber security measures in place.	79
Level 1 Committee Highlight Report	High	High	The new format highlight report was received, it showed at a glance where the low levels of assurance were.	N/A

Chair of Committee:	Hetal Parmar, Non Executive Director
----------------------------	--------------------------------------