

3As Highlight Report

Meeting Name: Audit and Risk Committee

Meeting Chair & Report Author: Hetal Parmar/Val Glenton

Date: 13 December 2024

Quorate: Yes

Agenda Item:	Reference:	Lead:	Description:	BAF Ref:
ALERT:				
Alert to matters that need the Board's attention or action, e.g. an area of non-compliance, safety or a threat to the Trust's strategy				
There were no items to alert the Board of.				
ADVISE:				
Advise the Board of areas subject to on-going monitoring or development or where there is negative assurance				
Counter Fraud Progress Report	ARC/24/081	Anti-Crime Team Manager, 360 Assurance	Discussion focused on the importance of staff having access to counter fraud awareness training to ensure they were confident on how to report any issues they encountered. ARC raised concern that the training was not prioritised as mandatory for staff.	N/A
Freedom To Speak Up Annual Update	ARC/24/090	Freedom To Speak Up Guardian	An update on FTSU activity over the past year was received. ARC agreed it received assurance on the arrangements in place for staff to raise concerns safely and that issues were being raised and addressed in line with the policy. However, ARC was apprehensive around some aspects it was being asked to approve including that the Trust was taking steps to remove barriers to speaking up and that LPT was developing an open and transparent culture where staff were actively encouraged to speak up.	N/A
ASSURE:				
Inform the Board where positive assurance has been received				
Internal Audit Progress Report	ARC/24/079	Client Manager, 360 Assurance	Good assurance was provided on Internal Audit activity since the previous meeting, three final reports had been issued, one with moderate assurance opinion and two with significant assurance. In terms of action tracking, the implementation rate for first follow ups was 94% and 100% for high and medium level risks.	N/A
ARC Policies Policies approved / extensions granted	ARC/24/080	Anti-Crime Team Manager, 360 Assurance	The following policies were approved; <ul style="list-style-type: none"> Counter Fraud, Bribery and Corruption Policy Governance of Trust Policies and Procedural Documents Policy 	N/A

Agenda Item:	Reference:	Lead:	Description:	BAF Ref:
	ARC/24/084 ARC/24/085	Director of Governance and Risk	<ul style="list-style-type: none"> Code of Conduct Policy – subject to minor amendments being made around the limits for receiving gifts and hospitality 	
Governance & Risk Report	ARC/24/086	Director of Governance and Risk	<p>ARC received a high level of assurance on systems and processes in place to secure an effective governance and risk framework;</p> <ul style="list-style-type: none"> There were 211 policies in total, twenty two were due to expire within the next three months and none were out of date. Well led continued to be a priority under the group governance programme. A review of governance was currently underway to ensure the Trust was best in class. Positive feedback had been received from Deloitte on the Trust’s corporate risk management framework and Board Assurance Framework. 	N/A
Chief Executive Waivers Q1 2024/25	ARC/24/087	Director of Finance	The ‘insufficient timescale’ reason for needing a waiver had reduced from 44% in quarter one to 20% in quarter two which was a positive move. However, an increase had been seen in the ‘specialist expertise required or single source’ category which was currently at 56%. The Procurement Team would continue to monitor this position.	BAF03
2024/25 Annual Accounts Update and Timetable	ARC/24/089	Director of Finance	<p>ARC noted the key timetable dates prior to accounts submission on 30 June 2025 and approved;</p> <ul style="list-style-type: none"> the valuation approach for owned land and buildings; the valuation approach for IFRS16 leased asset; to undertake the annual rolling asset verification exercise for IT equipment; the deferral of income for the Provider Collaborative income, the value would be confirmed by year end; the release of a historic IT software VAT recovery provision in 2024/25. 	BAF03
<p>CELEBRATING OUTSTANDING: Share any practice, innovation or action that the Committee considers to be outstanding</p>				
<p>There were no items to highlight to the Board.</p>				