

Finance and Performance Committee

There will be a meeting of the **Finance and Performance Committee** of **Orkney NHS Board** in the **Saltire Room, Balfour Hospital, Kirkwall** on **Thursday, 28 March 2019** at **09:30**.

Davie Campbell
Chair

B U S I N E S S

Item	Topic	Lead Person	Paper Number	Purpose
1	Apologies	Chair		To <u>note</u> apologies
2	Declarations of Interests – agenda items	Chair		To <u>consider</u> any declarations of interest with regard to agenda items
3	Minute of previous meeting held on 31 January 2019	Chair		To <u>check for accuracy, approval and signature</u> by chair
4	Matters Arising	Chair		To <u>seek assurance</u> that actions from the previous meeting have been progressed
5	Action Log	Chair		To <u>monitor progress</u> against the actions due by the meeting date and to <u>agree</u> corrective action where required
6	<u>Annual Operational Plan 2019/20</u>			
6.1	Draft Operational Plan	Chief Executive / Head of Transformational Change and Improvement	FPC1819-45	To <u>review</u> the draft Operational Plan
6.2	Draft Financial Plan	Chief Executive / Head of Finance	FPC1819-46	To <u>review</u> the draft Financial Plan

Item	Topic	Lead Person	Paper Number	Purpose
6.3	Draft Integration Joint Board Budget	Head of Finance	FPC1819-47	To <u>approve</u> budget for Integration Joint Board
7	<u>Financial Management and Control 2018/19</u>			
7.1	Financial Management Performance Report for period ended 28 February 2019	Head of Finance	FPC1819-48	To <u>review</u> report and <u>seek assurance</u> on performance
8	Governance			
8.1	Terms of Reference	Chair		To <u>review</u> and <u>agree</u> Terms of Reference
8.2	Programme of Business / Workplan	Chair		To <u>review</u> and <u>agree</u> Programme of Business
8.3	Committee Risks, Controls and Assurance Framework	Chair		To <u>review</u> and <u>agree</u> Risks, Controls and Assurance Framework
8.4	Issues raised from Governance Committees / Cross Committee Assurance	Chair		To <u>note</u> the report and <u>seek assurance</u> on performance
8.5	Agree key items to be brought to Board or other Governance Committees attention	Chair		To <u>agree</u> key messages to <u>escalate</u> to Board
9	Any Other Competent Business			
10	<u>Items for Information and Noting Only</u>			

Item	Topic	Lead Person	Paper Number	Purpose
10.1	*Schedule of Meetings • 2019/20			To <u>note</u> dates of future meetings
10.2	*Record of Attendance			To <u>note</u> attendance record
11	Committee Evaluation	Led by Chair		

* items marked with an asterisk are for noting only and any queries should be raised out with the meeting with the Committee Chair, Lead Director or Board Secretary

Distribution:

Finance and Performance Committee:

Davie Campbell, Chair
James Stockan, Vice Chair
Caroline Evans, Non Executive Director
Meghan McEwen, Non Executive Director
Gerry O'Brien, Chief Executive
VACANT, Director of Finance – Lead Officer

In attendance:

Derek Lonsdale, Head of Finance
Ian Kinniburgh, NHS Orkney Board Chairman
Fiona MacKellar, Employee Director
David McArthur, Director of Nursing, Midwifery and Allied Health Professions
Pat Robinson, Chief Finance Officer, Integration Joint Board
Marthinus Roos, Medical Director
Louise Wilson, Director of Public Health

For Agenda Items within remit:

Christina Bichan, Head of Transformational Change and Improvement
Malcolm Colquhoun, Head of Hospital and Support Services
Sally Shaw, Chief Officer of the Integration Joint Board and Orkney Health and Care