

Finance and Performance Committee

There will be a meeting of the **Finance and Performance Committee** of **Orkney NHS Board** in the **Brodgar Room, The Balfour, Kirkwall** on **Thursday 28 November 2019** at **09:30 am**

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 17 October 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	Performance Management			
6.1	Performance Management Report	Chief Quality Officer	FPC1920-32	To <u>note</u> report
6.2	Annual Operational Plan update	Interim Director of Finance and	FPC1920-33	To <u>note</u> the current position

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		Chief Quality Officer		
7	Financial Management and Control			
7.1	Financial Performance Management Report for period ended 31 October 2019	Interim Director of Finance	FPC1920-35	To <u>review</u> report and <u>seek assurance</u> on performance
7.2	Integration Joint Board Expenditure and Revenue Report	Chief Finance Officer	FPC1920-36	To <u>review</u> report and <u>seek assurance</u> on performance
7.3	Chairs Report - Value and Sustainability Delivery Group and Minute	Interim Director of Finance	FPC1920-37	To <u>note</u> update
7.4	Annual Operational Planning Process including assumption.	Interim Director of Finance	FPC1920-38	To <u>note</u> update
7.5	Consultant Recruitment in the Balfour Hospital update	Head of Hospital and Support Services	FPC1920-39	To <u>note</u> update
8	Governance			
8.1	Policy Document Business Continuity Management	Resilience Officer	FPC1920-40	To <u>note</u> report
8.2	Orkney ADP Annual Report 2018-19	Chief Officer	FPC1920-41	To <u>note</u> the information provided
8.3	Banking Arrangements	Interim Director of Finance	FPC1920-42	To approve the amended banking arrangements

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8.4	Issues raised from Governance Committees / Cross Committee Assurance	Chair		<u>No issues</u> had been raised
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>			
10.1	Indicative Waiting Times Improvement Plan			To <u>note</u> report
10.2	*Schedule of Meetings <ul style="list-style-type: none"> • 2019/20 • 2020/21 			To <u>note</u> dates of future meetings
10.3	*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 Corporate Services Manager

Distribution:

Finance and Performance Committee:

In attendance:

Davie Campbell, Chair
James Stockan, Vice Chair
Caroline Evans, Non Executive Director
Meghan McEwen, Non Executive Director
Gerry O'Brien, Chief Executive
Mark Doyle, Interim Director of Finance

Christina Bichan, Chief Quality Officer
Malcolm Colquhoun, Head of Hospital
and Support Services
VACANT, Head of Finance
Ian Kinniburgh, NHS Orkney Board
Chairman
Fiona MacKellar, Employee Director
Pat Robinson, Chief Finance Officer,
Integration Joint Board
Sally Shaw, Chief Officer