

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 20 February 2020** at **9:30 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 30 January 2020	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	Annual Operational Plan 2020/21			
6.1	Update Operational Plan	Chief Executive / Chief Quality Officer	FPC1920-52	To <u>note</u> the update
6.2	Draft Financial Plan	Chief Executive / Interim Director of Finance	FPC1920-53	To <u>approve</u> the draft Financial Plan

Performance Management

Item	Topic	Lead Person	Paper Number	Purpose
7.1	Performance Management Report	Chief Quality Officer	FPC1920-54	To <u>note</u> report
8	Financial Management and Control			
8.1	Financial Management Performance Report for period ended 31 January 2020	Interim Director of Finance	FPC1920-55	To <u>review</u> report and <u>seek assurance</u> on performance
8.2	Disposal of the Old Balfour Hospital	Interim Director of Finance	FPC1920-56	To <u>note</u> update
8.3	Build costs of the Balfour Hospital and Healthcare Facility, migration costs and property disposals	Interim Director of Finance	FPC1920-57	To <u>note</u> update
9	Governance			
9.1	Review of Terms of Reference	Chair	FPC1920-58	To <u>review</u> and <u>agree</u> Terms of Reference
9.2	Review of the Risks, Controls and Assurance Framework to identify new objectives and risks and gaps in controls and assurances	Chair	FPC1920-59	To <u>review</u> and <u>agree</u> Risks, Controls and Assurance Framework
9.3	Review the business cycle	Chair	FPC1920-60	To <u>review</u> and <u>agree</u> the business cycle
9.4	Issues raised from Governance Committees /	Chair		To <u>note</u> the report and <u>seek assurance</u> on performance

Item	Topic	Lead Person	Paper Number	Purpose
	Cross Committee Assurance			
9.5	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
11	Any Other Competent Business			
12	<u>Items for Information and Noting Only</u>			
12.1	*Schedule of Meetings <ul style="list-style-type: none"> • 2019/20 • 2020/21 			To <u>note</u> dates of future meetings
12.2	*Record of Attendance			To <u>note</u> attendance record
13	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
Mark Doyle, Interim Director of Finance

In attendance:

Christina Bichan, Chief Quality Officer
Malcolm Colquhoun, Head of Support Services, logistics and Contracts Management
Keren Somerville, Head of Finance
David Drever, Interim NHS Orkney Board Chairman
Fiona MacKellar, Employee Director
Pat Robinson, Chief Finance Officer, Integration Joint Board
Sally Shaw, Chief Officer

