

## Audit Committee

There will be a meeting of the **Audit Committee** of **Orkney NHS Board** in the **Skara Room, The Balfour, Kirkwall** on **Tuesday, 3 September 2019** at **11:30am**

Meghan McEwen  
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	Declaration of interest – agenda items	Chair		To <u>record</u> any declarations of interest with regard to agenda items
3	Minute of previous meeting held on 26 June 2019	Chair		To check for accuracy, <u>approve</u> and <u>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 agree corrective action where required
6	<b>External Audit</b>			
6.1	No items for discussion at this meeting			
7	<b>Internal Audit</b>			
7.1	Internal Audit Progress Report	Internal Auditor	AC1920-31	To <u>review</u> report and seek assurance on performance
7.2	<b>Internal Audit Reports</b>			
7.2.1	Business Continuity	Internal Auditor	AC1920-32	To <u>review</u> report and seek assurance on performance

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	Planning			
<b>8</b>	<b>Internal and External Audit recommendations</b>			
8.1	Internal and External Audit recommendations follow-up report	Head of Finance	AC1920-33	To <u>note</u> the status and update of the actions and approve the amended timescale
<b>9</b>	<b>Information Governance</b>			
9.1	Information Governance Group Chair's Report	Head of Corporate Services	AC1920-34	For <u>information</u> and noting
9.2	Selbro Records Store	Head of Corporate Services	AC1920-35	To <u>note</u> the update
<b>10</b>	<b>Fraud</b>			
<b>10.1</b>	Counter Fraud Services (CFS) Annual Report 2018/19	Interim Director of Finance	AC1920-36	To <u>note</u> the Annual Report
<b>11</b>	<b>Service Audit Assurance Reports</b>			
11.1	IT Service Audit Report	Head of Finance	AC1920-37	To <u>note</u> the report
11.2	Practitioner Services	Head of Finance	AC1920-38	To <u>note</u> the report
<b>12</b>	<b>Risks</b>			
12.1	Risks escalated from Governance Committees	Chair		No risks have been escalated
<b>13</b>	<b>Governance</b>			
13.1	Property Transaction Monitoring	Head of Finance	AC1920-39	To <u>note</u> the update

Item	Topic	Lead Person	Paper Number	Purpose
13.2	Annual Litigation Report	Head of Finance	AC1920-40	To <u>note</u> the report
<b>14</b>	<b>Any Other Competent Business</b>			
<b>15</b>	<b><u>*Items for Information and Noting Only</u></b>			
15.1	DL(2019)04 Partnership Agreement between NHSScotland Counter Fraud Services and NHS Boards and National Health Boards	Chair	Verbal	To <u>note</u> the circular issued
15.3	<b>Audit Scotland Reports</b>			
15.3.1	Fraud and Irregularity Update 2018/19	Interim Director of Finance	AC1920-41	To <u>note</u> the report
15.3.2	*Technical Bulletin 2019/02		AC1920-42	For <u>information</u>
15.4	*Schedule of Meetings for <ul style="list-style-type: none"> <li>• 2019/20</li> </ul>			
15.5	*Record of Attendance			
<b>16</b>	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 relevant Lead Director or Board Secretary to seek further assurance on performance

**Distribution:**

**Audit Committee Members:**

Meghan McEwen, Chair  
Davie Campbell, Vice Chair  
Fiona MacKellar, Employee Director  
James Stockan, Non Executive Director

**In Attendance:**

Christina Bichan, Head of Transformational  
Change and Improvement  
David Eardley, Chief Audit Executive (Scott  
Moncrieff)  
Patricia Fraser, Audit Manager (Audit  
Scotland)  
Gerry O'Brien, Chief Executive  
Mark Doyle, Interim Director of Finance  
Derek Lonsdale, Head of Finance  
David McArthur, Director of Nursing,  
Midwifery and Allied Health Professionals  
Julie Colquhoun, Head of Corporate Services  
Marthinus Roos, Medical Director  
Matthew Swann, Internal Audit Manager  
(Scott Moncrieff)  
Louise Wilson, Director of Public Health  
Gillian Woolman, Assistant Director – Audit  
Scotland