

Audit and Risk Committee

There will be a meeting of the **Audit and Risk Committee** of **Orkney NHS Board** **virtually** via **Microsoft Teams** on **Tuesday, 7 July 2020** at **11:30**

David Drever
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: • 25 June 2020	Chair		To be provided for the 1 September 2020 meeting
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	<u>Internal Audit</u>			
6.1	<u>Internal and External Audit Recommendations</u>			
6.1.1	Internal and External Audit recommendations follow-up report	Interim Director of Finance	ARC2021-39	To <u>note</u> the update and <u>review progress</u> against internal and external audit recommendations
7	<u>Information Governance</u>			
7.1	Information Governance Group:	Head of Corporate Services	ARC2021-40	To <u>note</u> the update provided and <u>seek assurance</u> on progress

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	<ul style="list-style-type: none"> Chair's Report Workplan 			
7.2	Information Governance Group Annual Report 2019/20	Head of Corporate Services	ARC2021-41	To <u>note</u> the annual report
8	<u>Fraud</u>			
8.1	Counter Fraud Services Report on suspected fraud committed against NHS Orkney	Interim Director of Finance	ARC2021-42	To <u>note</u> the report
9	<u>Risk</u>			
9.1	Risk and Assurance Report	Chief Quality Officer	ARC2021-43	To <u>note</u> the update provided and <u>seek assurance</u> on progress
9.2	Risks escalated from Governance Committees	Chair	-	No risks have been escalated
10	<u>Governance</u>			
10.1	Agree items to be brought to attention of Board or other Governance Committees	All members	Verbal	To <u>agree</u> key messages to escalate to Board or Governance Committees
11	<u>Items for Information and Noting Only</u>			
11.1	Audit Scotland Reports			
11.1.1	*Technical Bulletin: <ul style="list-style-type: none"> 2020/2 			
11.1.2	*Technical Guidance Notes: <ul style="list-style-type: none"> Independent Auditor's report for Health Boards 2019/20 Risk of misstatement in Health Boards in 2019/20 			

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11.1.3	COVID-19: How public audit in Scotland is responding			
11.2	Counter Fraud Services			
11.2.1	CFS Flash Report	Interim Director of Finance	ARC2021-44	For <u>information</u> and <u>noting</u>
11.2.2	CFS Year End Report	Interim Director of Finance	ARC2021-45	For <u>information</u> and <u>noting</u>
11.2.3	Rolling COVID-19 Intelligence Alert	Interim Director of Finance	ARC2021-46	For <u>information</u> and <u>noting</u>
11.3	Schedule of Meetings for 2020/21			
11.4	Record of Attendance			
12	Committee Evaluation	Led by Chair All members		

*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:

David Drever, Chair
Davie Campbell, Vice Chair
Fiona MacKellar, Employee Director
Jason Taylor, Non-Executive Director

In attendance:

Christina Bichan, Chief Quality Officer
Julie Colquhoun, Head of Corporate Services
Mark Doyle, Interim Director of Finance (Lead)
David Eardley, Chief Internal Auditor, Scott Moncrieff
Claire Gardiner, Senior Audit Manager, Audit Scotland
Colin Morrison, External Auditor, Audit Scotland
Gerry O'Brien, Chief Executive
Keren Somerville, Head of Finance
Iain Stewart, Chief Executive Designate
Matthew Swann, Internal Auditor, Scott Moncrieff
Gillian Woolman, Audit Director, Audit Scotland