

## Finance and Performance Committee

There will be a virtual meeting of the **Finance and Performance Committee** of **Orkney NHS Board** on **Thursday 24 September 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 23 July 2020	Chair		To <u>check for accuracy</u> , approval 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 <u>agree</u> corrective action where required
<b>6</b>	<b>Performance Management</b>			
6.1	Laboratories – Annual update on service	Laboratory Manager	FPC2021-27	To <u>review</u> report and <u>seek assurance</u> on performance
6.2	Performance Management	Chief Quality Officer	FPC2021-28	To <u>note</u> the update

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	Report			
6.3	Travel Project – NHS Near Me Update	Chief Quality Officer	FPC2021-29	To <u>note</u> the update
<b>7</b>	<b>Financial Management and Control</b>			
7.1	Financial Performance Management Report	Interim Director of Finance	FPC2021-30	To <u>review</u> report and <u>seek assurance</u> on performance
7.2	Covid-19 – Q1 Finance Return	Interim Director of Finance	FPC2021-31	To <u>review</u> report and <u>seek assurance</u> on performance
7.3	Property Transactions	Interim Director of Finance	FPC2021-32	To <u>note</u> the update
7.4	Patient Exemption Checking – Annual Report 2019/2020	Interim Director of Finance	FPC2021-33	To <u>note</u> the annual report
7.5	Code of Corporate Governance – Standing Financial Instructions Review	Interim Director of Finance	FPC2021-34	To <u>approve</u> the update
<b>8</b>	<b>Governance</b>			
8.1	Issues raised from Governance Committees / Cross Committee Assurance	Chair		<u>No issues</u> had been raised
8.2	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

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9	Any Other Competent Business			
10	<u>Items for Information and Noting Only</u>			
10.1	* Schedule of Meetings <ul style="list-style-type: none"> <li>• 2020/21</li> </ul>			To <u>note</u> date of future meeting
10.2	* Record of Attendance			To <u>note</u> attendance record
11	<b>Committee Evaluation</b>	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, NHS Orkney Board Chair  
Michael Dickson, Interim Chief Executive  
Mark Doyle, Interim Director of Finance

##### **In attendance:**

Christina Bichan, Chief Quality Officer  
Keren Somerville, Head of Finance  
Fiona MacKellar, Employee Director  
Sally Shaw, Chief Officer