

Audit and Risk Committee

There will be a meeting of the **Audit and Risk Committee** of **Orkney NHS Board** **virtually** via **Microsoft Teams** on **Thursday, 1 July 2021** at **09:30**

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: • 1 June 2021	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	<u>Service Audit Assurance Reports</u>			
6.1	Covering letter from Carolyn Low, NHS NSS Director of Finance	Director of Finance	ARC2122-35	To <u>receive</u> the covering letter and background to the Service Audit Reports
6.2	Service Audit Management Response	Director of Finance	ARC2122-36	To <u>receive</u> the report and <u>take assurance</u> on performance. Report to be read in conjunction with Service Audit Reports

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6.3	IT Services Audit Report	Director of Finance	ARC2122-37	To <u>receive</u> and <u>take</u> assurance from the Service Audit Report
6.4	Practitioner and Counter Fraud Services Audit Report (non COVID payments)	Director of Finance	ARC2122-38	To <u>receive</u> and <u>take</u> assurance from the Service Audit Report
6.5	Practitioner and Counter Fraud Services COVID-19 Transaction Testing Audit Report	Director of Finance	ARC2122-39	To <u>receive</u> and <u>take</u> assurance from the Service Audit Report
7	<u>Annual Accounts</u>	<u>Not for publication until laid before Parliament</u>		
7.1	Representation Letter	Chief Executive	ARC2122-40	To <u>note</u> the letter
7.2	2020/21 Annual Audit Report from External Auditor	External Audit	ARC2122-41	To <u>note</u> the Annual Audit Report and letter
7.3	NHS Orkney Annual Accounts for year ended 31 March 2021	Director of Finance	ARC2122-42	To <u>recommend Board approval</u> of the final annual accounts
8	<u>Annual Governance Letter</u>			
8.1	Significant Issues that are Considered to be of wider interest - Letter to the Scottish Government - Health Finance Division	Chair	ARC2122-43	To <u>note</u> the final letter and agree signature
9	<u>Risks</u>			
9.1	Risks escalated from other Governance Committees:	Chair	ARC2122-44	To <u>review</u> the report and risks raised
	<ul style="list-style-type: none"> <i>Joint Clinical and Care</i> 			

Item	Topic	Lead Person	Paper Number	Purpose
	<i>Governance Committee – Cross Committee Assurance Report</i>			
10	<u>Governance</u>			
10.1	Agree items to be brought to attention of Board or other Governance Committees	All	-	To <u>agree</u> key messages to escalate to Board or Governance Committees
11	<u>*Items for Information and Noting Only</u>			
11.1	Schedule of Meetings for 2021/22			
11.2	Record of Attendance			
12	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:

David Drever, Chair
Jason Taylor, Vice-Chair
Issy Grieve, Non-Executive Director
Fiona MacKellar, Employee Director

In attendance:

Christina Bichan, Chief Quality Officer
Julie Colquhoun, Head of Corporate Administration
Michael Dickson, Interim Chief Executive
Mark Doyle, Director of Finance (Lead)
David Eardley, Chief Internal Auditor, Azets
Claire Gardiner, Senior Audit Manager, Audit Scotland
Colin Morrison, External Auditor, Audit Scotland
Keren Somerville, Head of Finance
Matthew Swann, Internal Auditor, Azets
Gillian Woolman, Audit Director, Audit Scotland