

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, 1 June 2021** 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 regarding agenda items
3	Minute of previous meetings held on: <ul style="list-style-type: none"> • 4 May 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	External Audit <i>No items for discussion at this meeting.</i>			
7	Internal Audit			
7.1	Internal Audit Annual Report 2020/21	Internal Auditor	ARC2122-27	To <u>receive</u> internal annual report
7.2	Internal Audit Plan 2021/22	Internal Auditor	ARC2122-28	To <u>approve</u> the final audit plan

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7.3	Internal Audit Reports			
	<i>No items for discussion at this meeting.</i>			
8	Internal and External Audit recommendations			
8.1	Internal and External Audit recommendations follow-up report	Director of Finance	ARC2122-29	To <u>note</u> the status and update of the actions and approve the amended timescale
9	Annual Governance Statement			
9.1	Directors' Subsidiary Statement on Governance	Director of Finance	ARC2122-30	To <u>review</u> the statement on governance and <u>seek assurance</u> that adequate and effective internal control framework has been in place
9.2	Draft Audit and Risk Committee Annual Assurance Statement	Chair	ARC2122-31	To <u>approve</u> the draft Annual Audit and Risk Committee Assurance Statement
9.3	Orkney Health Board Endowment Fund Governance Statement	Endowment Fund Sub Committee Chair	ARC2122-32	To <u>note</u> the Orkney Health Board Endowment Fund Governance Statement
9.4	Significant Issues that are Considered to be of wider interest - Draft letter to the Scottish Government - Health Finance Division	Chair	ARC2122-33	To <u>review</u> the draft letter
10	<u>Annual Accounts for 2020/21</u>			
10.1	NHS Orkney Draft Annual Accounts for year ended 31 March 2021	Director of Finance	ARC2122-34	To <u>review</u> the Draft Annual Accounts
10.2	Orkney Health Board Endowment Fund	Endowment Fund	ARC2122-35	To <u>review</u> the final audited annual

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	Annual Accounts for year ended 31 March 2021	Treasurer		accounts
11	Information Governance			
	<i>No items for discussion at this meeting.</i>			
12	Fraud			
	<i>No items for discussion at this meeting.</i>			
13	Risks			
14.1	Risks escalated from other Governance Committees	Chair		To <u>review</u> the report and risks raised
15	Governance			
	<i>No items for discussion at this meeting.</i>			
16	Any Other Competent Business			
17	<u>*Items for Information and Noting Only</u>			
17.1	NHS AA NSI Financial Ledger Services ISAE3402 Report			
17.2	*Reporting Timetable for 2021/22			
17.3	*Record of Attendance			
18	Committee Evaluation	All members Led by Chair		

**Private Meeting of Audit and Risk Committee members
with Internal and External Auditors**

*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 and Risk Committee Members:

In attendance:

David Drever	Chair	Christina Bichan	Head of
Jason Taylor	Vice Chair		Improvement and
Issy Grieve	Non-Executive		Assurance
	Director		
Fiona MacKellar	Employee Director	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 Audit
			Associate Director,
			Azets
		Gillian Woolman	Audit Director, Audit
			Scotland

Committee Support:

Gemma Pendlebury, Senior Corporate Services Officer