

Finance and Performance Committee

There will be a virtual meeting of the **Finance and Performance Committee** of **Orkney NHS Board** on **Thursday 18 February 2021** 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 28 January 2021	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
6	Performance Management			
6.1	Performance Highlight Report	Chief Quality Officer	FPC2021-43	To <u>note</u> the update
7	Financial Management and Control			
7.1	Financial Performance	Director of Finance	FPC2021-44	To <u>review</u> report and <u>seek</u>

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	Management Report			<u>assurance</u> on performance
8	Governance			
8.1	Review of Terms of Reference	Chair	FPC2021-45	To <u>review</u> and <u>agree</u> Terms of Reference
8.2	Review of the Risks, Controls and Assurance Framework to identify new objectives and risks and gaps in controls and assurances	Chair	FPC2021-46	To <u>review</u> and <u>agree</u> Risks, Controls and Assurance Framework
8.3	Review the business cycle	Chair	FPC2021-47	To <u>review</u> and <u>agree</u> the business cycle
8.4	Committee Effectiveness Self Assessment	All members	Verbal	To <u>complete</u> self assessment survey
8.5	Issues raised from Governance Committees / Cross Committee Assurance	Chair		<u>No issues</u> had been raised
8.6	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
9	Any Other Competent Business			
10	<u>Items for Information and Noting Only</u>			

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10.1	* Schedule of Meetings <ul style="list-style-type: none"> • 2020/21 • 2021/22 			To <u>note</u> date of future meeting
10.2	* Record of Attendance			To <u>note</u> attendance record
11	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 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, Director of Finance

In attendance:

Christina Bichan, Head of Assurance and Improvement
Keren Somerville, Head of Finance
Fiona MacKellar, Employee Director
Gillian Morrison, Interim Chief Officer