

Finance and Performance Committee

There will be a virtual meeting of the **Finance and Performance Committee** of **Orkney NHS Board** on **Thursday 25 March 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 18 February 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	Future Reporting-Update against Workforce	Interim Director of HR	FPC2021-48	To <u>note</u> the process and <u>provide input</u> as required
6.2	Balfour Hospital NPD Project	Head of Estates and Facilities	FPC2021-49	To <u>review</u> the report and <u>seek</u>

Item	Topic	Lead Person	Paper Number	Purpose
	Semi-Annual Operations Review			<u>assurance on performance</u>
6.3	Performance Management Report	Head of Assurance and Improvement	FPC2021-50	To <u>note</u> the update
7	Financial Management and Control			
7.1	Financial Performance Management Report	Director of Finance	FPC2021-51	To <u>review</u> report and <u>seek assurance</u> on performance
7.2	Financial plan 2021/22	Director of Finance	FPC2021-52	To <u>note</u> the update
8	Governance			
8.1	Finance and Performance Committee Annual Report 2020/21	Chair	FPC2021-53	To <u>approve</u> the Annual Report
8.2	Terms of Reference Review	Chair	FPC2021-54	To <u>approve</u> the amendments to the Terms of Reference
8.3	Committee Effectiveness Self Assessment Results	Chair	FPC2021-55	To <u>discuss</u> the results and <u>agree</u> any areas of improvement required
8.4	Issues raised from Governance Committees / Cross Committee Assurance	Chair		<u>No issues</u> had been raised
8.5	Agree key items to be brought to Board or other Governance	Chair		To <u>agree</u> key messages to <u>escalate</u> to Board

Item	Topic	Lead Person	Paper Number	Purpose
	Committees attention			
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"> • 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