

## Finance and Performance Committee

There will be a virtual meeting of the **Finance and Performance Committee** of **Orkney NHS Board** on **Thursday 23 November 2023** at **9:30 am**

Des Creasey  
Chair

### B U S I N E S S

Item	Topic	Lead Person	Paper Number	Purpose
1	<b>Apologies</b>	Chair	Verbal	To <u>note</u> apologies
2	<b>Declarations of Interests</b>	Chair	Verbal	To <u>consider</u> any declarations of interest with regard to agenda items
3	<b>Minute of Previous Meeting Held on 28 September 2023</b>	Chair	Attached	To check for accuracy and <u>approve</u>
4	<b>Matters Arising</b>	Chair	Verbal	To <u>seek assurance</u> that actions from the previous meeting have been progressed
5	<b>Action Log</b>	Chair	Attached	To <u>monitor progress</u> against the actions
6	<b>Governance</b>			
	No agenda items this month			
7	<b>Risk</b>			
7.1	Risk Report	Planning, Performance and Risk Manager	Paper not Received	To <u>seek assurance</u> from the report and <u>note</u> the ongoing risks
8	<b>Performance Management</b>			
8.1	Performance Report	Planning, Performance and Risk Manager	Paper not Received	To <u>examine and consider</u> performance against national standards, key improvement areas and plans
9	<b>Financial Management &amp; Control</b>			

Item	Topic	Lead Person	Paper Number	Purpose
9.1	Financial Performance Report	Director of Finance	FPC2324-39	To <u>review</u> the report and <u>seek assurance</u> on performance
9.2	Financial Sustainability Office Report	Director of Finance	FPC2324-40	To <u>review</u> the report and <u>seek assurance</u> on performance
9.3	Grip & Control Board - Chairs Assurance Report and Minute: October 2023	CEO	FPC2324-41	To <u>seek assurance</u> from the report and <u>note</u> the approved minutes
9.4	Statutory Annual Leave Payments – Medical Bank Workers	Director of People & Culture	FPC2324-42	To <u>understand</u> and <u>note</u> the provided update and <u>agree</u> next steps
9.5	MSG Rates Update	Director of People & Culture	FPC2324-43	To <u>understand</u> and <u>note</u> the provided update and <u>agree</u> next steps
9.6	Financial Delivery Unit – Opportunities for NHS Orkney & Response to Scottish Government	Medical Director	Paper not Received	To <u>understand</u> and <u>note</u> the provided update
9.7	Procurement Annual Report April 2022 - March 2023	Director of Finance	FPC2324-45	To <u>understand</u> and <u>note</u> the provided update
9.8	Financial Improvement Group (FIG) Newsletters	Director of Finance	FPC2324-46	To provide <u>assurance</u> and <u>awareness</u>
<b>10</b>	<b>Information Technology</b>			
10.1	Technology Enabled Care Board October Chairs Assurance Report and August Minute	Director of Finance	FPC2324-47	To <u>seek assurance</u> from the report and <u>note</u> the approved minutes

Item	Topic	Lead Person	Paper Number	Purpose
<b>11</b>	<b>Resilience</b>			
11.1	Resilience Planning Group Chairs Assurance Report and Minute: 29 August 2023	Resilience Officer	FPC2324-48	To <u>seek assurance</u> from the report and <u>note</u> the approved minutes
11.2	Business Continuity Plans & Disaster Recovery - Update Report	Resilience Officer	FPC2324-49	To seek <u>assurance</u> and <u>note</u> the provided update
<b>12</b>	<b>Sustainability</b>			
12.1	Sustainability Steering Group Chairs Assurance Report and Minute: October 2023	NPD Contract Manager	FPC2324-50	To <u>seek assurance</u> from the report and <u>note</u> the approved minutes
12.2	Value & Sustainability	NPD Contract Manager	FPC2324-51	To <u>note</u> the update and <u>seek assurance</u> around future planning
<b>13</b>	<b>Agree key items to be brought to the Board or other Governance Committees attention</b>	Chair	Verbal	To <u>agree</u> key messages to <u>escalate</u> to Board
<b>14</b>	<b>Any Other Competent Business</b>	Chair	Verbal	To <u>discuss</u> any other competent business
<b>15</b>	<b>Items for Information and Noting Only</b>			
15.1	*Schedule of meetings	All	Attached	To <u>note</u> the timetable for 2023/24
15.2	*Record of Attendance	All	Attached	To <u>note</u> attendance record

*\*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 Corporate Services Manager*

**Distribution:**

**Finance and Performance Committee:**

Des Creasey, Chair

Vacant, Vice Chair

Laura Skaife-Knight, Chief Executive

Mark Doyle, Director of Finance

Meghan McEwen, Board Chair

**In Attendance:**

Carrie Somerville, Planning,  
Performance and Risk Manager

Keren Somerville, Head of Finance

Malcolm Metcalfe, Interim Medical  
Director

Monique Sterrenburg, Deputy Medical  
Director

Peter Thomas, Chief Finance Officer

Sam Thomas, Director of Nursing,  
Midwifery, AHP's, and Acute Services

Sharon Smith, NPD Contract Manager

Stephen Brown, Chief Officer