Draft Minute

Board Meeting Part II

**We are working towards all our publications being available in an accessible format. In the meantime, if you require this paper in a more accessible format, please contact us using this email address** [**nhs.healthscotland-ceopapersubmission@nhs.net**](mailto:nhs.healthscotland-ceopapersubmission@nhs.net)

Friday 21 June 2019 at 10.00am

Boardroom 1/2, Gyle Square, Edinburgh

Members present:

Mr D Crichton (Chair)

Mr R Pettigrew

Ms A Jarvis

Ms R Dhir

Dr P Stollard

Ms M McCoy

Mr M Craig

Mr G McLaughlin

Ms C Denholm

Dr A Fraser

In attendance:

Mr A Patience

Ms D Stockton

Mr P Kenny (Deloitte)

Ms Marie Kerrigan (Minute)

Apologies:

Ms JC Judson (non-Executive)

Mr P McColgan (non-Executive)

Ms D Thomas (Executive & Governance Lead)

Mr G Dodds (Director of Health Equity/Health & Work)

1. Welcome and apologies

The Chair welcomed everyone to the meeting.

Apologies were noted as above.

2. Declaration of Committee Members’ Interest

No members’ interests were declared.

3. Annual Accounts 2018/19 Cover Letter

No concerns were raised from Board members and therefore the cover letter was noted.

**4**. **Annual Accounts 2018/19**

The annual accounts had been presented before the Audit Committee on 7 June 2019. The draft minute of that meeting was made available to the meeting. There were several paragraph changes and some typographical changes. Accounts and papers have been updated as a result of that meeting and recommended to the Board for approval.

It was noted there was a surplus carried forward from 2018/19 of £343k. Formal confirmation has yet to be received from Scottish Government on taking this forward.

It was noted the Assurance Statement from the Information Governance Group went to the May Audit Committee meeting.

The Board was happy to approve the annual accounts.

5. Audit Committee Annual Report 2018/19

A typographical error was identified at the Audit Committee meeting but unfortunately this still remains in item 5, headed Financial Reporting - “and considers them to be accurate” should be removed” .

**Action:**

**Mr Patience** to ensure the following is removed from the Audit Committee Annual Report – “and considers them to be accurate”.

Subject to this change the Board noted the Annual Report.

**Annual Assurance Statements**

- Remuneration Committee

- Staff Governance Committee

- Health Governance Committee

The Annual Assurance Statements were noted.

6. External Audit Annual Report 2018/19

The external audit report was noted.

The chair thanked Mr Kenny and his team for their advice and assistance.

**7. External Audit General Representation Letter**

The Board noted the letter.

8. Significant Issues 2018/19 Letter

The Board noted the letter.

**9**. **Any Other Business**

The Chair thanked Deloitte’s, the Chair and colleagues of the Audit Committee, the Finance team, the Chief Executive and members of the Corporate Management Team.