

Midlothian Integration Joint Board



Thursday, 13 April 2023, 14:00-16:00

Proposed Meeting Schedule and Development Session Dates for 2023 and 2024

Item number: 5.3

Executive summary

The purpose of this report is to set the dates for the meetings and development sessions of the Midlothian Integration Joint Board for 2023 and 2024 including meetings of the Midlothian Integration Joint Board.

Members are asked to:

- a) To approve the Meeting Schedule and Development Session dates 2023 and 2024; and
- b) To note the approach for Service Visits for the Members of the Midlothian Integration Joint Board.

Midlothian Integration Joint Board

Proposed Meeting Schedule and Development Session Dates for 2023 and 2024

1 Purpose

- 1.1 To set the dates for meetings, groups, and development sessions of Midlothian Integration Joint Board for 2023 and 2024, as prescribed by the Midlothian Integration Joint Board Standing Orders – 5.2.

2 Recommendations

- 2.1 To approve the meeting schedule and development session dates for 2023 and 2024 as set out in Appendix 1.
- 2.2 To note the approach for service visits for the Members of the Midlothian Integration Joint Board as set out in the report.

3 Background and main report

- 3.1 The proposed schedule follows the current existing pattern where Integration Joint Board meetings and development sessions are held on alternative months, with quarterly Audit and Risk Committee meetings and Special Integration Joint Board meetings in March and September to consider the budget and annual accounts respectively.
- 3.2 The proposed schedule of meetings for 2023 and 2024 is detailed in Appendix 1.
- 3.3 Members are reminded that the facility exists under Standing Orders for special meetings to be called if and when required.
- 3.4 Appropriate arrangements are made where applicable to allow for the access of the public and press to attend.
- 3.5 Any service visits will continue to be scheduled as required, or at the request of Members of the Midlothian Integration Joint Board.

4 Policy Implications

- 4.1 There are no policy implications arising from any decisions made in this report.

5 Directions

- 5.1 There are no implications on Directions arising from any decisions made in this report.

6 Equalities Implications

- 6.1 There are no equalities issues arising from any decisions made in this report.

7 Resource Implications

- 7.1 There are no implications on Directions arising from any decisions made in this report.

8 Risk

- 8.1 The availability of the schedule of meeting dates contributes to the mitigation of risk by:
- a) facilitating forward planning for meetings;
 - b) contributing to the governance framework which allows the Board to conduct its business; and
 - c) providing a timetable to which Officers can work to ensure that reports are submitted timeously.

9 Involving people

- 9.1 There are no implications for involving people as a result of this report.

10 Background Papers

None.

AUTHOR'S NAME	Andrew Henderson
DESIGNATION	Democratic Services Officer
CONTACT INFO	Andrew.Henderson@Midlothian.gov.uk
DATE	30/03/2023

Appendix 1: Proposed MIJB schedule of meetings and development session dates for 2023 and 2024