



Thursday 14 October 2021 at 2pm

Proposed Meeting Schedule and Development Workshops Dates for 2022 and 2023

Item number: 5.2

Executive summary

The purpose of this report is to set the dates for the meetings and development workshops of the Midlothian Integration Joint Board for 2022 and 2023.

Board members are asked:

- ***To approve the Meeting Schedule and Development Workshops dates 2022 and 2023; and***
 - ***To note the approach for Service Visits for the Members of the Midlothian Integration Joint Board.***
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Proposed Meeting Schedule and Development Workshops Dates for 2022 and 2023

1. Purpose

To set the dates for meetings and development workshops of Midlothian Integration Joint Board for 2022 and 2023 as prescribed by the Midlothian Integration Joint Board Standing Orders – 5.2.

2. Recommendations

- 2.1 To approve the Meeting Schedule and Development Workshops dates for 2022 and 2023 as set out in **Appendix** to the report.
- 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 of Board meetings and Development Workshops held on alternative months, with quarterly Audit & Risk Committee meetings and Special Board meetings in March and September to consider the budget and annual accounts respectively.
- 3.2 The proposed schedule of meetings for 2022 and 2023 is shown in detail in the Appendix hereto.
- 3.3 Members are reminded that the facility exists under Standing Orders for special meetings to be called if and when required.
- 3.4 Other issues Members may wish to take into account in considering the proposed schedule are that following the successful switch to virtual meetings as a result of the global Coronavirus pandemic that all Meetings should continue to be held virtually wherever possible, with appropriate arrangements being made where applicable 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. Equalities Implications

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

6. Directions

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

7. Resource Implications

7.1 There are no direct resource implications 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:

- facilitating forward planning for meetings;
- contributing to the governance framework which allows the Board to conduct its business; and
- 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

10.1 There are no background papers in relation to the content of this report

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| DATE | 23 July 2021 |

Appendices: Proposed Meeting Schedule and Development Workshops Dates 2022 and 2023.