

Midlothian Integration Joint Board



Thursday, 18 April 2024, 14:00-16:00

Midlothian Integration Joint Board Proposed Meeting Schedule and Development Session Dates for 2025

Item number: 5.3

Executive summary

The purpose of this report is to set the dates for the meetings, committees, groups, and development sessions of the Midlothian Integration Joint Board for 2025.

Dates for the Midlothian Integration Joint Board meetings, associated committees, groups, and development sessions have been agreed up to the end of December 2024. These having been previously presented to the Board on April 13th 2023, and following revision were agreed at the June 22nd 2023 meeting. These are detailed in appendix 1.

Members are asked to:

- Approve the meeting schedule and development session dates for 2025 as set out in Appendix 2.
 - Note the scheduling of service visits for the Members of the Midlothian Integration Joint Board.
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Midlothian Integration Joint Board

Proposed Meeting Schedule and Development Session Dates for 2025

1 Purpose

- 1.1 To set the dates for meetings, groups, committees, and development sessions of Midlothian Integration Joint Board for 2025, as prescribed by the Midlothian Integration Joint Board Standing Orders – 5.2.

2 Recommendations

- 2.1 As a result of the report, members are asked to:
- To approve the meeting schedule and development session dates for 2025 as set out in **appendix 2**.
 - To note the scheduling of service visits for the Members of the Midlothian Integration Joint Board.

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 Special Integration Joint Board meetings in March and September to consider the budget and annual accounts respectively.
- 3.2 The proposed schedule also continues to note quarterly Audit and Risk Committee (ARC) meetings, and now more formally includes the Strategic Planning Group (SPG) as the other committee of Midlothian Integration Joint Board. As such, the Performance, Assurance and Governance Group (PAGG), reporting to the Strategic Planning Group, is also included on the proposed schedule (appendix 2).
- 3.3 Dates for the Midlothian Integration Joint Board meetings, associated committees, groups, and development sessions have been agreed up to December 2024. These having been previously agreed by Board at the June 22nd 2023 meeting (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:
- 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

None.

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DATE	20 March 2024

Appendices:

Midlothian Integration Joint Board

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

Appendix 2: Proposed MIJB schedule of meetings and development session dates for 2025