



**REPORT TO:** East Lothian IJB Audit and Risk Committee

**MEETING DATE:** 21 February 2017

**BY:** Chief Finance Officer

**SUBJECT:** Schedule of Meetings 2017/18

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## **1 PURPOSE**

- 1.1 This paper proposes a schedule of meetings for the Committee for the following financial year.

## **2 RECOMMENDATIONS**

- 2.1 The IJB is asked to agree the schedule of meetings.

## **3. BACKGROUND**

- 3.1 The Audit and Risk Committee agreed to meet four times in a financial year.
- 3.2 One of these meetings will have to be in September to receive the report from the IJB's external Auditors regarding the IJB's annual accounts.
- 3.3 The Committee may, through its Chair, arrange other meetings at any time if they feel that any matters regarding the functions delegated to the IJB require to be discussed.
- 3.4 The proposed schedule is as follows:-

6 June 2017, 3.00pm

12 September 2017, 2.00pm

12 December 2017, 2.00pm

13 March 2018, 2.00pm

All meetings will take place in the Council Chamber.

## **4 POLICY IMPLICATIONS**

4.1 This paper is covered within the policies already agreed by the IJB.

## **5 INTEGRATED IMPACT ASSESSMENT**

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

## **6 RESOURCE IMPLICATIONS**

6.1 Financial – there are none.

6.2 Personnel – there are none.

## **7 BACKGROUND PAPERS**

7.1 Minutes of the previous meetings of the Audit & Risk Committee.

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