



**REPORT TO:** East Lothian Integration Joint Board

**MEETING DATE:** 23 February 2023

**BY:** Chief Officer of the IJB

**SUBJECT:** IJB and Audit & Risk Committee Meetings Dates 2023-24

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## **1 PURPOSE**

- 1.1 To set the dates of East Lothian Integration Joint Board (IJB) business meetings and development sessions, and meeting dates for the Audit & Risk Committee during session 2023/24.

## **2 RECOMMENDATIONS**

- 2.1 The IJB is asked to
- i. approve the dates for IJB business meetings during session 2023/24 (proposals set out in Appendix 1);
  - ii. approve the dates for IJB development sessions during session 2023/24 (as set out in Appendix 2); and
  - iii. approve the dates for the Audit & Risk Committee meetings during session 2023/24 (Appendix 3).

## **3 BACKGROUND**

- 3.1 The IJB is required to approve a schedule of meeting dates for session 2023/24 (as set out in Appendix 1). It is also invited to approve development session dates (as set out in Appendix 2). Under its Standing Orders, the IJB may call additional business meetings, however, this discretion will be used only in exceptional circumstances. In the event that a meeting date has to be changed, members will be notified as soon as practicable.
- 3.2 The IJB must also approve a schedule of meeting dates for the Audit & Risk Committee in session 2023/24 (as set out in Appendix 3).
- 3.3 Meetings continue to take place online but it is hoped that there will be a return to in-person meetings from late spring 2023. Further details of the

venue(s) and arrangements for these meetings will be confirmed in due course.

#### **4 ENGAGEMENT**

4.1 The Chairs, Depute Chairs and Chief Officers were consulted on the proposed meeting and development session dates in this report.

#### **5 POLICY IMPLICATIONS**

5.1 There are no policy implications as a result of this report.

#### **6 INTEGRATED IMPACT ASSESSMENT**

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

#### **7 DIRECTIONS**

7.1 The subject of this report does require the creation of a new Direction or the alteration of an existing Direction issued by the IJB.

#### **8 RESOURCE IMPLICATIONS**

8.1 Financial – None.

8.2 Personnel – None.

8.3 Other – None.

#### **9 BACKGROUND PAPERS**

9.1 None.

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| <b>AUTHOR'S NAME</b> | Fiona Currie   |
| <b>DESIGNATION</b>   | Committees Officer   |
| <b>CONTACT INFO</b>  | <a href="mailto:fcurrie@eastlothian.gov.uk">fcurrie@eastlothian.gov.uk</a> |
| <b>DATE</b>          | 13/02/23   |

**PROPOSED IJB MEETING DATES – SESSION 2023/24**

- Thursday 21 September 2023, 2.00pm
- Thursday 26 October 2023, 2.00pm
- Thursday 14 December 2023, 2.00pm
- Thursday 22 February 2024, 2.00pm
- Thursday 28 March 2024, 2.00pm
- Thursday 23 May 2024, 2.00pm (budget-setting)
- Thursday 27 June 2024, 2.00pm

## **APPENDIX 2**

### **PROPOSED IJB DEVELOPMENT SESSION DATES – SESSION 2023/24**

- Thursday 24 August 2023, 2.00pm
- Thursday 23 November 2023, 2.00pm
- Thursday 25 January 2024, 2.00pm
- Thursday 25 April 2024, 2.00pm

Additional arrangements for the development sessions will be confirmed in due course.

**PROPOSED AUDIT & RISK COMMITTEE MEETING DATES – SESSION  
2023/24**

- Tuesday 19 September 2023, 10.00am
- Tuesday 5 December 2023, 2.00pm
- Tuesday 12 March 2024, 2.00pm
- Tuesday 18 June 2024, 2.00pm