



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

**MEETING DATE:** 25 February 2021

**BY:** Chief Officer

**SUBJECT:** IJB and Audit & Risk Committee Meeting Dates 2021/22

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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 2021/22.

## **2 RECOMMENDATIONS**

- 2.1 The IJB is asked to:
- i. approve the dates for IJB business meetings during session 2021/22 (proposals set out in Appendix 1);
  - ii. approve the dates for IJB development sessions during session 2021/22 (as set out in Appendix 2); and
  - iii. approve the dates for the Audit & Risk Committee meetings during session 2021/22 (Appendix 3).

## **3 BACKGROUND**

- 3.1 The IJB is required to approve a schedule of meeting dates for session 2021/22. From June 2019 the frequency of business meetings were set at every two months, with development sessions scheduled in the months in-between. There were three exceptions – a meeting in early/mid September rather than late August, consecutive meetings in February & March and a special budget-setting meeting in May.
- 3.2 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. The IJB must also approve the meetings dates for the Audit & Risk Committee.

- 3.3 The proposed IJB meeting and development session dates for session 2021/22 are set out in Appendices 1 and 2, and the meeting dates for the Audit & Risk Committee are detailed in Appendix 3.

#### **4 ENGAGEMENT**

- 4.1 The proposed meeting dates were discussed with the Chairs, Depute Chair and Chief Officers prior to this report being presented to the IJB.

#### **5 POLICY IMPLICATIONS**

- 5.1 None.

#### **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>DATE</b>	January 2021

## APPENDIX 1

### PROPOSED IJB BUSINESS MEETING DATES FOR SESSION 2021/22

Thursday 16<sup>th</sup> September 2021, 2.00pm

Thursday 28<sup>th</sup> October 2021, 2.00pm

Thursday 9<sup>th</sup> December 2021, 2.00pm

Thursday 24<sup>th</sup> February 2022, 2.00pm

Thursday 24<sup>th</sup> March 2022, 2.00pm

Thursday 26<sup>th</sup> May 2022, 2.00pm (budget-setting)

Thursday 23<sup>rd</sup> June 2022, 2.00pm

Meetings are currently being held remotely via MS Teams. However, there will be a return to face-to-face meetings when circumstances allow and these meetings will be held in the Council Chamber, Town House, Haddington.



## **APPENDIX 2**

### **PROPOSED DATES FOR IJB DEVELOPMENT SESSIONS IN 2021/22**

Thursday 26<sup>th</sup> August 2021, 2.00pm

Thursday 25<sup>th</sup> November 2021, 2.00pm

Thursday 27<sup>th</sup> January 2022, 2.00pm

Thursday 28<sup>th</sup> April 2022, 2.00pm

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



**PROPOSED AUDIT & RISK COMMITTEE MEETING DATES FOR SESSION  
2021/22**

Tuesday 14<sup>th</sup> September 2021, 10.00am

Tuesday 7<sup>th</sup> December 2021, 10.00am

Tuesday 15<sup>th</sup> March 2022, 2.00pm

Tuesday 7<sup>th</sup> June 2022, 2.00pm

Meetings are currently being held remotely via MS Teams. However, there will be a return to face-to-face meetings when circumstances allow and these meetings will be held in the Council Chamber, Town House, Haddington.

