

# Report

## Calendar of Meetings

### Edinburgh Integration Joint Board

18 May 2018



#### Executive Summary

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1. Standing Orders require the Joint Board to agree its calendar of meetings. The current schedule runs until the August 2018. This report proposes dates for meetings until August 2019.

#### Recommendations

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2. The Integration Joint Board is asked to agree the proposed schedule of meetings until August 2019.

#### Background

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3. The current schedule of meetings to August 2018 was agreed by the Joint Board at its meeting of 14 July 2017.
4. A draft list of Joint Board meetings was developed in consultation with the Chair, Vice Chair and Interim Chief Officer. Proposals reflect the outcome of an April 2018 workshop, at which it was proposed to reduce the frequency of Joint Board from seven to six annually. No adverse comments have been received on the proposals.

#### Main report

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5. The recommended schedule (all starting at 9.30am) is as follows:-
  - Friday 28 September 2018
  - Friday 14 December 2018
  - Friday 8 February 2019
  - Friday 29 March 2019

- Friday 21 June 2019
  - Friday 16 August 2019
6. There is scope to call Special Meetings where business requires. The dates take account of Council recess periods. It is proposed that Development Sessions will be arranged as and when required.

## Key risks

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7. The reduction in the frequency of meetings may increase the need to use the urgency provisions within the Joint Board's Standing Orders or to call additional meetings.

## Financial implications

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8. None.

## Implications for Directions

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9. None.

## Equalities implications

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10. None.

## Sustainability implications

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11. None.

## Involving people

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12. The proposal to reduce the number of Joint Board meetings to six per year was discussed at a workshop in April 2018, which included the Chair and Vice Chair, representatives from each of the Joint Board's sub-groups and officers from the Edinburgh Health and Social Partnership and Governance/Committee Services.

## Impact on plans of other parties

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13. None.

## Background reading/references

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14. [Public Bodies \(Joint Working\) \(Scotland\) Act 2014](#)
15. [Edinburgh Integration Joint Board – Standing Orders](#)
16. [Minute of the Edinburgh Integration Joint Board, 14 July 2017](#)

## Report author

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