

REPORT

Edinburgh Integration Joint Board and Committees Dates 2022

Edinburgh Integration Joint Board

27 April 2021

Executive Summary	The purpose of this report is to agree the proposed dates for the meetings of the Edinburgh Integration Joint Board, Development Sessions, Budget Working Groups and the Committees for 2022.
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Recommendations	<p>It is recommended that the Edinburgh Integration Joint Board:</p> <ol style="list-style-type: none"> 1. Agree the proposed EIJB dates for 2022; 2. Agree the proposed Development Session and Budget Working Group Dates for 2022; and 3. Agree the proposed Committee dates for 2022. 4. Note that meetings are to remain virtual via Microsoft Teams until further notice.
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Directions

Direction to City of Edinburgh Council, NHS Lothian or both organisations		✓
	No direction required	✓
	Issue a direction to City of Edinburgh Council	
	Issue a direction to NHS Lothian	
	Issue a direction to City of Edinburgh Council and NHS Lothian	

Report Circulation

This report has been circulated to the Chairs of the EIJB Committees prior to the submission to the EIJB.

Main Report

1. Following from the revision of the Development Sessions and Working Group dates and structure for the 2021 diary, the EIJB diary for 2022 incorporates the same meeting patterns for these sessions alongside a similar structure of Board meetings.
2. Unlike previous years, the 2022 diary aims to incorporate Committee meetings into the calendar, allowing Chairs and committee members clarity on dates relevant to the IJB meetings.
3. Committee dates follow meeting patterns set out in the Terms of Reference for each Committee, which are as follows;
 - a. Audit and Assurance – Quarterly (with an additional meeting in June to consider the annual accounts)
 - b. Clinical and Care Governance – Quarterly
 - c. Futures – Five meetings per year
 - d. Performance and Delivery – Bi-monthly – two weeks prior to the IJB
 - e. Strategic Planning Group – Six meetings per year.
4. Appendix 1 gives Board Members the proposed Diary for 2022. Recognising that the Board is made up of several elected members from the City of Edinburgh Council, no meeting dates are planned for the duration of the Local Government Election Recess throughout May to avoid quorate issues arising. The only exception to this is a Development Session scheduled for 3th May as this session is non-quorate.
5. With the Council Diary for 2022 completed up to the summer recess, Board members can take assurance that there are no membership clashes with Council committees for this period. After consultation with NHS Lothian, the Board and Committee dates are not agreed to until the autumn, therefore, NHSL members can take assurance that there are no conflicts in the Diary with NHSL dates.
6. Given the current social distancing constraints in place across the country, it is proposed to keep meeting virtually until further notice. It is not feasible nor practical to find a venue accommodative for all Board and Committee members and officers whilst social distancing remains in place. When the Scottish Government guidance changes in relation to social distancing and restricted-number indoor group meetings, this position will be reviewed.

Implications for Edinburgh Integration Joint Board

Financial

1. There are no financial implications arising from this report.

Legal / risk implications

2. There are no legal/risk arising from this report.

Equality and integrated impact assessment

3. There are no equalities implications arising from this report.

Environment and sustainability impacts

4. There are no environment or sustainability implications arising from this report.

Quality of care

5. Not applicable.

Consultation

6. None.

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Background Reports

None.

Appendices

Appendix 1 Edinburgh Integration Joint Board Diary 2022

Appendix 1 – Edinburgh Integration Joint Board Diary 2022

<i>(Christmas and New Year Recess until w/c 10 January 2022)</i>					
Wk1	Mon	10	January	a.m.	
				p.m.	
	Tue	11	January	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Wed	12	January	a.m.	
				p.m.	
	Thu	13	January	a.m.	
				p.m.	
	Fri	14	January	a.m.	
			p.m.		
Wk2	Mon	17	January	a.m.	
				p.m.	
	Tue	18	January	a.m.	
				p.m.	
	Wed	19	January	a.m.	
				p.m.	Strategic Planning Group
	Thu	20	January	a.m.	
				p.m.	
	Fri	21	January	a.m.	
			p.m.		
Wk3	Mon	24	January	a.m.	
				p.m.	
	Tue	25	January	a.m.	Budget Working Group
				p.m.	

	Wed	26	January	a.m.	Performance and Delivery
				p.m.	
	Thu	27	January	a.m.	
				p.m.	
	Fri	28	January	a.m.	
				p.m.	
Wk4	Mon	31	January	a.m.	
				p.m.	
	Tue	1	February	a.m.	
				p.m.	
	Wed	2	February	a.m.	
				p.m.	
	Thu	3	February	a.m.	
				p.m.	Futures
	Fri	4	February	a.m.	
			p.m.		
Wk5	Mon	7	February	a.m.	
				p.m.	
	Tue	8	February	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	9	February	a.m.	
				p.m.	
	Thu	10	February	a.m.	
				p.m.	
	Fri	11	February	a.m.	
			p.m.		

Wk6	Mon	14	February	a.m.	
				p.m.	
	Tue	15	February	a.m.	
				p.m.	
	Wed	16	February	a.m.	
				p.m.	
	Thu	17	February	a.m.	
				p.m.	Clinical and Care Governance
	Fri	18	February	a.m.	
				p.m.	Audit and Assurance
Wk1	Mon	21	February	a.m.	
				p.m.	
	Tue	22	February	a.m.	Budget Working Group
				p.m.	
	Wed	23	February	a.m.	
				p.m.	
	Thu	24	February	a.m.	
				p.m.	
	Fri	25	February	a.m.	
			p.m.		
Wk2	Mon	28	February	a.m.	
				p.m.	
	Tue	1	March	a.m.	
				p.m.	
	Wed	2	March	a.m.	Performance and Delivery
				p.m.	
	Thu	3	March	a.m.	
				p.m.	
	Fri	4	March	a.m.	
			p.m.		
Wk3	Mon	7	March	a.m.	

				p.m.	
	Tue	8	March	a.m.	
				p.m.	
	Wed	9	March	a.m.	Budget Q&A
				p.m.	
	Thu	10	March	a.m.	
				p.m.	
	Fri	11	March	a.m.	
				p.m.	
Wk4	Mon	14	March	a.m.	
				p.m.	
	Tue	15	March	a.m.	
				p.m.	
	Wed	16	March	a.m.	
				p.m.	
	Thu	17	March	a.m.	
				p.m.	
	Fri	18	March	a.m.	
				p.m.	

Wk5	Mon	21	March	a.m.	
				p.m.	
	Tue	22	March	a.m.	Edinburgh Integration Joint Board (Budget)
				p.m.	
	Wed	23	March	a.m.	
				p.m.	Strategic Planning Group
	Th	24	March	a.m.	
				p.m.	
	Fri	25	March	a.m.	
				p.m.	
Wk6	Mon	28	March	a.m.	
				p.m.	
	Tue	29	March	a.m.	
				p.m.	
	Wed	30	March	a.m.	
				p.m.	
	Th	31	March	a.m.	
				p.m.	Futures
	Fri	1	April	a.m.	
			p.m.		
Wk1	Mon	4	April	a.m.	
				p.m.	
	Tues	5	April	a.m.	
				p.m.	
	Wed	6	April	a.m.	
				p.m.	
	Thu	7	April	a.m.	
				p.m.	
	Fri	8	April	a.m.	
			p.m.		
Wk2	Mon	11	April	a.m.	

				p.m.	
	Tue	12	April	a.m.	
				p.m.	
	Wed	13	April	a.m.	
				p.m.	
	Thu	14	April	a.m.	
				p.m.	
	Fri	15	April	a.m.	
				p.m.	
Wk3	Mon	18	April	a.m.	
				p.m.	
	Tue	19	April	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	20	April	a.m.	
				p.m.	
	Thu	21	April	a.m.	
				p.m.	
	Fri	22	April	a.m.	
			p.m.		

Wk4	Mon	25	April	a.m.	
				p.m.	
	Tue	26	April	a.m.	
				p.m.	
	Wed	27	April	a.m.	
				p.m.	Audit and Assurance
	Thu	28	April	a.m.	
			p.m.		
<i>(Scottish Local Government Election Recess until w/c 6 June 2022)</i>					
	Tues	3	May	a.m.	Edinburgh Integration Joint Board Development Session
Wk5	Mon	6	June	a.m.	
				p.m.	
	Tue	7	June	a.m.	
				p.m.	
	Wed	8	June	a.m.	Performance and Delivery
				p.m.	
	Thu	9	June	a.m.	
				p.m.	Clinical and Care Governance
Fri	10	June	a.m.		
			p.m.		
Wk6	Mon	13	June	a.m.	
				p.m.	
	Tue	14	June	a.m.	
				p.m.	
	Wed	15	June	a.m.	
				p.m.	Strategic Planning Group
	Thu	16	June	a.m.	
				p.m.	
Fri	17	June	a.m.		
			p.m.		

Wk1	Mon	20	June	a.m.	
				p.m.	
	Tue	21	June	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	22	June	a.m.	
				p.m.	
	Thu	23	June	a.m.	
				p.m.	Futures
	Fri	24	June	a.m.	
			p.m.		
Wk2	Mon	27	June	a.m.	
				p.m.	
	Tue	28	June	a.m.	
				p.m.	
	Wed	29	June	a.m.	
				p.m.	Audit and Assurance (accounts)
	Thu	30	June	a.m.	
				p.m.	
	Fri	1	July	a.m.	
			p.m.		



(Summer Recess until w/c 1 August 2022)

Wk3	Mon	1	August	a.m.	
				p.m.	
	Tue	2	August	a.m.	
				p.m.	
	Wed	3	August	a.m.	Performance and Delivery
				p.m.	
	Thu	4	August	a.m.	
				p.m.	
	Fri	5	August	a.m.	
			p.m.		
Wk4	Mon	8	August	a.m.	
				p.m.	
	Tue	9	August	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	10	August	a.m.	
				p.m.	
	Thu	11	August	a.m.	
				p.m.	
	Fri	12	August	a.m.	
			p.m.		
Wk5	Mon	15	August	a.m.	
				p.m.	
	Tue	16	August	a.m.	
				p.m.	
	Wed	17	August	a.m.	
				p.m.	Strategic Planning Group
	Thu	18	August	a.m.	
				p.m.	
	Fri	19	August	a.m.	
			p.m.		

Wk6	Mon	22	August	a.m.	
				p.m.	
	Tue	23	August	a.m.	
				p.m.	
	Wed	24	August	a.m.	
				p.m.	
	Thu	25	August	a.m.	
				p.m.	
	Fri	26	August	a.m.	
			p.m.		
Wk1	Mon	29	August	a.m.	
				p.m.	
	Tue	30	August	a.m.	
				p.m.	
	Wed	31	August	a.m.	
				p.m.	
	Thu	1	September	a.m.	
				p.m.	
	Fri	2	September	a.m.	
			p.m.		

Wk2	Mon	5	September	a.m.	
				p.m.	
	Tue	6	September	a.m.	
				p.m.	
	Wed	7	September	a.m.	
				p.m.	
	Thu	8	September	a.m.	
				p.m.	Clinical and Care Governance
	Fri	9	September	a.m.	
			p.m.		
Wk3	Mon	12	September	a.m.	
				p.m.	
	Tue	13	September	a.m.	Budget Working Group
				p.m.	
	Wed	14	September	a.m.	
				p.m.	
	Thu	15	September	a.m.	
				p.m.	
	Fri	16	September	a.m.	
			p.m.	Audit and Assurance	
Wk4	Mon	19	September	a.m.	
				p.m.	
	Tue	20	September	a.m.	
				p.m.	
	Wed	21	September	a.m.	
				p.m.	
	Thu	22	September	a.m.	
				p.m.	Futures
	Fri	23	September	a.m.	
			p.m.		
Wk5	Mon	26	September	a.m.	

				p.m.	
	Tue	27	September	a.m.	Edinburgh Integration Joint Board Annual Accounts + Development Session
				p.m.	
	Wed	28	September	a.m.	
				p.m.	
	Thu	29	September	a.m.	
				p.m.	
	Fri	30	September	a.m.	
				p.m.	
Wk6	Mon	3	October	a.m.	
				p.m.	
	Tue	4	October	a.m.	
				p.m.	
	Wed	5	October	a.m.	Performance and Delivery
				p.m.	
	Thu	6	October	a.m.	
				p.m.	
	Fri	7	October	a.m.	
				p.m.	

Wk1	Mon	10	October	a.m.	
				p.m.	
	Tue	11	October	a.m.	
				p.m.	
	Wed	12	October	a.m.	
				p.m.	Strategic Planning Group
	Thu	13	October	a.m.	
				p.m.	
	Fri	14	October	a.m.	
				p.m.	
Wk2	Mon	17	October	a.m.	
				p.m.	
	Tue	18	October	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	19	October	a.m.	
				p.m.	
	Thu	20	October	a.m.	
				p.m.	
	Fri	21	October	a.m.	
				p.m.	
Wk3	Mon	24	October	a.m.	
				p.m.	
	Tue	25	October	a.m.	
				p.m.	
	Wed	26	October	a.m.	
				p.m.	
	Thu	27	October	a.m.	
				p.m.	
	Fri	28	October	a.m.	
				p.m.	
Wk4	Mon	31	October	a.m.	

				p.m.	
	Tue	1	November	a.m.	
				p.m.	
	Wed	2	November	a.m.	
				p.m.	
	Thu	3	November	a.m.	
				p.m.	Clinical and Care Governance
	Fri	4	November	a.m.	
				p.m.	
Wk5	Mon	7	November	a.m.	
				p.m.	
	Tue	8	November	a.m.	Budget Working Group
				p.m.	
	Wed	9	November	a.m.	
				p.m.	
	Thu	10	November	a.m.	
				p.m.	
	Fri	11	November	a.m.	
				p.m.	

Wk6	Mon	14	November	a.m.	
				p.m.	
	Tue	15	November	a.m.	
				p.m.	
	Wed	16	November	a.m.	
				p.m.	
	Thu	17	November	a.m.	
				p.m.	Futures
	Fri	18	November	a.m.	
			p.m.		
Wk1	Mon	21	November	a.m.	
				p.m.	
	Tue	22	November	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Wed	23	November	a.m.	
				p.m.	
	Thu	24	November	a.m.	
				p.m.	
	Fri	25	November	a.m.	
			p.m.	Audit and Assurance	
Wk2	Mon	28	November	a.m.	
				p.m.	
	Tue	29	November	a.m.	
				p.m.	
	Wed	30	November	a.m.	Performance and Delivery
				p.m.	
	Thu	1	December	a.m.	
				p.m.	
	Fri	2	December	a.m.	
			p.m.		

Wk3	Mon	5	December	a.m.	
				p.m.	
	Tue	6	December	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Wed	7	December	a.m.	
				p.m.	Strategic Planning Group
	Thu	8	December	a.m.	
				p.m.	
	Fri	9	December	a.m.	
				p.m.	
Wk4	Mon	12	December	a.m.	
				p.m.	
	Tue	13	December	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	14	December	a.m.	
				p.m.	
	Thu	15	December	a.m.	
				p.m.	
	Fri	16	December	a.m.	
			p.m.		

Wk5	Mon	19	December	a.m.	
				p.m.	
	Tue	20	December	a.m.	
				p.m.	
	Wed	21	December	a.m.	
				p.m.	
	Thu	22	December	a.m.	
				p.m.	
	Fri	23	December	a.m.	
				p.m.	