

REPORT

Revised Edinburgh Integration Joint Board and Committees Dates 2023

Edinburgh Integration Joint Board

18 October 2022

Executive Summary

The purpose of this report is to agree the revised dates for the meetings of the Edinburgh Integration Joint Board, Development Sessions, Budget Working Groups and the Committees for 2023.

Recommendations

It is recommended that the Edinburgh Integration Joint Board:

1. Agree the proposed EIJB dates for 2023;
2. Agree the proposed Development Session and Budget Working Group Dates for 2023; and
3. Agree the proposed Committee dates for 2023;

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

1. This report has not been considered elsewhere.
2. The revised Committee dates have been circulated to the Chair of each respective Committee for their consideration.

Main Report

1. [In April 2022](#), the Edinburgh Integration Joint Board agreed their Board, Committee, Development Session and Working Group dates for the 2023 calendar year.
2. Following the Local Government Elections in May 2022, and the significant turnover in membership of both Council and NHS Lothian colleagues, the dates agreed are no longer suitable for new members.
3. The revised 2023 diary aims to schedule Committee and Board meetings for 2023 where each meeting will not fall short of quorate.
4. Committee dates follow meeting patterns set out in the Terms of Reference for each committee, which are as follows;
 - a. Audit and Assurance – Quarterly
 - b. Clinical and Care Governance – Quarterly
 - c. Performance and Delivery – Bi-monthly – two weeks prior to the IJB
 - d. Strategic Planning Group – Six meetings per year.
5. The only exception to the above is the Performance and Delivery Committee. Last year, the Chair requested two additional meetings – one in April and one in September – to consider the savings reports. Following consultation with the new Performance and Delivery Committee Chair and members, the Committee agreed to continue with the meeting schedule as implemented under the previous Chair.
6. Appendix 1 gives Board Members the proposed revised Diary for 2023.
7. It is proposed that the Edinburgh Integration Joint Board, Development Sessions and Working Groups for 2023 return to in-person sessions. Meetings will alternate between virtual and in-person, however, Committees will remain fully virtual.

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.

Report Author

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Background Reports

None.

Appendices

Appendix 1 Edinburgh Integration Joint Board Diary 2023

(Christmas and New Year Recess until w/c 9 January 2023)

Wk1	Mon	9	January	a.m.	
				p.m.	
	Tue	10	January	a.m.	
				p.m.	
	Wed	11	January	a.m.	
				p.m.	
	Thu	12	January	a.m.	
				p.m.	
	Fri	13	January	a.m.	
			p.m.		
Wk2	Mon	16	January	a.m.	
				p.m.	
	Tue	17	January	a.m.	
				p.m.	
	Wed	18	January	a.m.	
				p.m.	
	Thu	19	January	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Fri	20	January	a.m.	
			p.m.		
Wk3	Mon	23	January	a.m.	
				p.m.	
	Tue	24	January	a.m.	
				p.m.	
	Wed	25	January	a.m.	Strategic Planning Group
				p.m.	
	Thu	26	January	a.m.	Budget Working Group
				p.m.	

	Fri	27	January	a.m.	
				p.m.	
Wk4	Mon	30	January	a.m.	
				p.m.	
	Tue	31	January	a.m.	
				p.m.	
	Wed	1	February	a.m.	Performance and Delivery
				p.m.	
	Thu	2	February	a.m.	
				p.m.	
	Fri	3	February	a.m.	
				p.m.	
Wk5	Mon	6	February	a.m.	
				p.m.	
	Tue	7	February	a.m.	
				p.m.	
	Wed	8	February	a.m.	
				p.m.	
	Thu	9	February	a.m.	
				p.m.	
	Fri	10	February	a.m.	
			p.m.		

Wk6	Mon	13	February	a.m.	
				p.m.	
	Tue	14	February	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	15	February	a.m.	
				p.m.	
	Thu	16	February	a.m.	
				p.m.	
	Fri	17	February	a.m.	
			p.m.		
Wk1	Mon	20	February	a.m.	
				p.m.	
	Tue	21	February	a.m.	Budget Working Group
				p.m.	
	Wed	22	February	a.m.	
				p.m.	
	Thu	23	February	a.m.	
				p.m.	
	Fri	24	February	a.m.	
			p.m.		
Wk2	Mon	27	February	a.m.	
				p.m.	
	Tue	28	February	a.m.	
				p.m.	
	Wed	1	March	a.m.	Clinical and Care Governance
				p.m.	
	Thu	2	March	a.m.	
				p.m.	
	Fri	3	March	a.m.	
			p.m.		
Wk3	Mon	6	March	a.m.	

				p.m.	
	Tue	7	March	a.m.	Budget Q&A
				p.m.	
	Wed	8	March	a.m.	Performance and Delivery
				p.m.	
	Thu	9	March	a.m.	
				p.m.	
	Fri	10	March	a.m.	
				p.m.	
Wk4	Mon	13	March	a.m.	
				p.m.	
	Tue	14	March	a.m.	
				p.m.	
	Wed	15	March	a.m.	EIJB Governance Session
				p.m.	
	Thu	16	March	a.m.	
				p.m.	
	Fri	17	March	a.m.	
			p.m.		

Wk5	Mon	20	March	a.m.	
				p.m.	
	Tue	21	March	a.m.	Edinburgh Integration Joint Board (Budget)
				p.m.	
	Wed	22	March	a.m.	Strategic Planning Group
				p.m.	
	Th	23	March	a.m.	
				p.m.	
	Fri	24	March	a.m.	
			p.m.		
Wk6	Mon	27	March	a.m.	
				p.m.	
	Tue	28	March	a.m.	
				p.m.	
	Wed	29	March	a.m.	Audit and Assurance
				p.m.	
	Th	30	March	a.m.	
				p.m.	
	Fri	31	March	a.m.	
			p.m.		
Wk1	Mon	3	April	a.m.	
				p.m.	
	Tues	4	April	a.m.	
				p.m.	
	Wed	5	April	a.m.	Performance and Delivery
				p.m.	
	Thu	6	April	a.m.	
				p.m.	
	Fri	7	April	a.m.	
			p.m.		
Wk2	Mon	10	April	a.m.	

				p.m.	
	Tue	11	April	a.m.	
				p.m.	
	Wed	12	April	a.m.	
				p.m.	
	Thu	13	April	a.m.	
				p.m.	
	Fri	14	April	a.m.	
				p.m.	
Wk3	Mon	17	April	a.m.	
				p.m.	
	Tue	18	April	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	19	April	a.m.	
				p.m.	
	Thu	20	April	a.m.	
				p.m.	
	Fri	21	April	a.m.	
			p.m.		

Wk4	Mon	24	April	a.m.	
				p.m.	
	Tue	25	April	a.m.	
				p.m.	
	Wed	26	April	a.m.	
				p.m.	
	Thu	27	April	a.m.	
				p.m.	
	Fri	28	April	a.m.	
			p.m.		
Wk5	Mon	1	May	a.m.	
				p.m.	
	Tue	2	May	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Wed	3	May	a.m.	
				p.m.	
	Thu	4	May	a.m.	
				p.m.	
	Fri	5	May	a.m.	
			p.m.		
Wk6	Mon	8	May	a.m.	
				p.m.	
	Tue	9	May	a.m.	
				p.m.	
	Wed	10	May	a.m.	
				p.m.	
	Thu	11	May	a.m.	
				p.m.	
	Fri	12	May	a.m.	
			p.m.		
Wk1	Mon	15	May	a.m.	

				p.m.	
	Tue	16	May	a.m.	
				p.m.	
	Wed	17	May	a.m.	
				p.m.	
	Thu	18	May	a.m.	
				p.m.	
	Fri	19	May	a.m.	
				p.m.	
Wk2	Mon	22	May	a.m.	
				p.m.	
	Tue	23	May	a.m.	
				p.m.	
	Wed	24	May	a.m.	Clinical and Care Governance
				p.m.	
	Thu	25	May	a.m.	
				p.m.	
	Fri	26	May	a.m.	
				p.m.	
Wk3	Mon	29	May	a.m.	
				p.m.	
	Tue	30	May	a.m.	
				p.m.	
	Wed	31	May	a.m.	Performance and Delivery
				p.m.	
	Thu	1	June	a.m.	
				p.m.	
	Fri	2	June	a.m.	
				p.m.	
Wk4	Mon	5	June	a.m.	
				p.m.	

	Tue	6	June	a.m.	
				p.m.	
	Wed	7	June	a.m.	EIJB Governance Session
				p.m.	Audit and Assurance
	Thu	8	June	a.m.	
				p.m.	
	Fri	9	June	a.m.	
				p.m.	
Wk5	Mon	12	June	a.m.	
				p.m.	
	Tue	13	June	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	14	June	a.m.	Strategic Planning Group
				p.m.	
	Thu	15	June	a.m.	
				p.m.	
	Fri	16	June	a.m.	
				p.m.	
Wk6	Mon	19	June	a.m.	
				p.m.	
	Tue	20	June	a.m.	
				p.m.	
	Wed	21	June	a.m.	
				p.m.	
	Thu	22	June	a.m.	
				p.m.	
	Fri	23	June	a.m.	
				p.m.	
Wk1	Mon	26	June	a.m.	
				p.m.	
	Tue	27	June	a.m.	

				p.m.	
	Wed	28	June	a.m.	
				p.m.	
<i>(Summer recess until w/c 31 August 2023)</i>					
Wk2	Mon	31	August	a.m.	
				p.m.	
	Tues	1	August	a.m.	
				p.m.	
	Wed	2	August	a.m.	Performance and Delivery
				p.m.	
	Thu	3	August	a.m.	
				p.m.	
	Fri	4	August	a.m.	
			p.m.		
Wk3	Mon	7	August	a.m.	
				p.m.	
	Tue	8	August	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	9	August	a.m.	
				p.m.	
	Thu	10	August	a.m.	
				p.m.	
	Fri	11	August	a.m.	
			p.m.		
Wk4	Mon	14	August	a.m.	
				p.m.	
	Tue	15	August	a.m.	
				p.m.	
	Wed	16	August	a.m.	Strategic Planning Group
				p.m.	
	Thu	17	August	a.m.	

				p.m.	
	Fri	18	August	a.m.	
				p.m.	
Wk5	Mon	21	August	a.m.	
				p.m.	
	Tue	22	August	a.m.	
				p.m.	
	Wed	23	August	a.m.	
				p.m.	
	Thu	24	August	a.m.	
				p.m.	
	Fri	25	August	a.m.	
				p.m.	
Wk6	Mon	28	August	a.m.	
				p.m.	
	Tue	29	August	a.m.	EIJB Governance Session
				p.m.	
	Wed	30	August	a.m.	Clinical and Care Governance
				p.m.	
	Thu	31	August	a.m.	
				p.m.	
	Fri	1	September	a.m.	
			p.m.		
Wk1	Mon	4	September	a.m.	
				p.m.	
	Tue	5	September	a.m.	
				p.m.	
	Wed	6	September	a.m.	Performance and Delivery
				p.m.	
	Thu	7	September	a.m.	
			p.m.		

	Fri	8	September	a.m.	
				p.m.	
Wk2	Mon	11	September	a.m.	
				p.m.	
	Tue	12	September	a.m.	Budget Working Group
				p.m.	
	Wed	13	September	a.m.	Audit and Assurance
				p.m.	
	Thu	14	September	a.m.	
				p.m.	
	Fri	15	September	a.m.	
				p.m.	
Wk3	Mon	18	September	a.m.	
				p.m.	
	Tue	19	September	a.m.	
				p.m.	
	Wed	20	September	a.m.	
				p.m.	
	Thu	21	September	a.m.	
				p.m.	
	Fri	22	September	a.m.	
			p.m.		
Wk4	Mon	25	September	a.m.	
				p.m.	
	Tue	26	September	a.m.	Edinburgh Integration Joint Board Annual Accounts & Development Session
				p.m.	
	Wed	27	September	a.m.	
				p.m.	
	Thu	28	September	a.m.	
				p.m.	

	Fri	29	September	a.m.	
				p.m.	
Wk5	Mon	2	October	a.m.	
				p.m.	
	Tue	3	October	a.m.	
				p.m.	
	Wed	4	October	a.m.	Performance and Delivery
				p.m.	
	Thu	5	October	a.m.	
				p.m.	
	Fri	6	October	a.m.	
				p.m.	
Wk6	Mon	9	October	a.m.	
				p.m.	
	Tue	10	October	a.m.	
				p.m.	
	Wed	11	October	a.m.	Strategic Planning Group
				p.m.	
	Thu	12	October	a.m.	
				p.m.	
Wk1	Mon	16	October	a.m.	
				p.m.	
	Tue	17	October	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	18	October	a.m.	
				p.m.	
	Thu	19	October	a.m.	
				p.m.	
	Fri	20	October	a.m.	

				p.m.	
Wk2	Mon	23	October	a.m.	
				p.m.	
	Tue	24	October	a.m.	
				p.m.	
	Wed	25	October	a.m.	
				p.m.	
	Thu	26	October	a.m.	
				p.m.	
	Fri	27	October	a.m.	
			p.m.		
Wk3	Mon	30	October	a.m.	
				p.m.	
	Tue	31	October	a.m.	
				p.m.	
	Wed	1	November	a.m.	Clinical and Care Governance
				p.m.	
	Thu	2	November	a.m.	
				p.m.	
	Fri	3	November	a.m.	
			p.m.		
Wk4	Mon	6	November	a.m.	
				p.m.	
	Tue	7	November	a.m.	Budget Working Group
				p.m.	
	Wed	8	November	a.m.	
				p.m.	
	Thu	9	November	a.m.	
				p.m.	
	Fri	10	November	a.m.	
			p.m.		

Wk5	Mon	13	November	a.m.	
				p.m.	
	Tue	14	November	a.m.	
				p.m.	
	Wed	15	November	a.m.	
				p.m.	
	Thu	16	November	a.m.	
				p.m.	
	Fri	17	November	a.m.	
			p.m.		
Wk6	Mon	20	November	a.m.	
				p.m.	
	Tue	21	November	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Wed	22	November	a.m.	
				p.m.	
	Thu	23	November	a.m.	
				p.m.	
	Fri	24	November	a.m.	
			p.m.		
Wk1	Mon	27	November	a.m.	
				p.m.	
	Tue	28	November	a.m.	
				p.m.	
	Wed	29	November	a.m.	Performance and Delivery
				p.m.	
	Thu	30	November	a.m.	
				p.m.	
	Fri	1	December	a.m.	
			p.m.		

Wk2	Mon	4	December	a.m.	
				p.m.	
	Tue	5	December	a.m.	Edinburgh Integration Joint Board Development Session
				p.m.	
	Wed	6	December	a.m.	Strategic Planning Group
				p.m.	
	Thu	7	December	a.m.	
				p.m.	
	Fri	8	December	a.m.	
			p.m.		
Wk3	Mon	11	December	a.m.	
				p.m.	
	Tue	12	December	a.m.	Edinburgh Integration Joint Board
				p.m.	
	Wed	13	December	a.m.	Audit and Assurance
				p.m.	
	Thu	14	December	a.m.	EIJB Governance Session
				p.m.	
	Fri	15	December	a.m.	
			p.m.		
Wk4	Mon	18	December	a.m.	
				p.m.	
	Tue	19	December	a.m.	
				p.m.	
	Wed	20	December	a.m.	
				p.m.	
	Thu	21	December	a.m.	
				p.m.	
	Fri	22	December	a.m.	
			p.m.		

