
Report To:	Inverclyde Integration Joint Board	Date:	24 June 2024
Report By:	Kate Rocks Chief Officer, Inverclyde Health & Social Care Partnership	Report No:	LS/043/24
Contact Officer:	Vicky Pollock	Contact No:	01475 712180
Subject:	Inverclyde Integration Joint Board (IJB) and IJB Audit Committee – Proposed Dates of Future Meetings		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to seek agreement of a timetable of meetings for both the Inverclyde Integration Joint Board (IJB) and the IJB Audit Committee for 2024/25.

1.3 Members will note from the 2024/25 timetable that, as in previous years, it is proposed to hold six meetings of the IJB and three meetings of the IJB Audit Committee.

2.0 RECOMMENDATIONS

2.1 It is recommended that agreement be given to the timetable of meetings for the IJB and the IJB Audit Committee for 2024/25, as detailed in the appendix to the report.

Kate Rocks
Chief Officer
Inverclyde Health and Social Care Partnership

3.0 BACKGROUND AND CONTEXT

- 3.1 The Standing Orders of the IJB provide for meetings to be held at such place and such frequency as may be agreed by the IJB. The proposal in this report is for six meetings to be arranged for the period from September 2024 to June 2025, with all meetings commencing at 2pm.
- 3.2 In June 2016, an Audit Committee was established as a Standing Committee of the IJB. The Audit Committee's Terms of Reference provide for the Committee to meet at least three times each financial year and that there must be one meeting a year, or part thereof, where the Committee meets the External Auditors and Chief Internal Auditor without other senior officers present.
- 3.3 It is proposed that the IJB Audit Committee meets at 1pm on three of the six dates on which the IJB meets, in September, March and June, as requested by the IJB Audit Committee in March 2022, and that the meeting with the External Auditors and the Chief Internal Auditor be arranged for 12 noon on Monday 9 September 2024.

4.0 PROPOSALS

- 4.1 To avoid a potential clash with a number of meetings arranged by NHS Greater Glasgow & Clyde, and which are attended by members of the IJB, the meetings for the IJB and IJB Audit Committee are on Mondays.
- 4.2 Meetings of the IJB Audit Committee and IJB are scheduled to begin at 1pm and 2pm respectively, the exception being as detailed in paragraph 3.3 above.
- 4.3 It is proposed that the IJB notes the content of this report and agrees the IJB and IJB Audit Committee timetable of meetings for 2024/25 as attached in the appendix to this report.

5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial		X
Legal/Risk		X
Human Resources		X
Strategic Plan Priorities		X
Equalities, Fairer Scotland Duty & Children and Young People		X
Clinical or Care Governance		X
National Wellbeing Outcomes		X
Environmental & Sustainability		X
Data Protection		X

5.2 Finance

There are no financial implications arising from this report.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

5.3 Legal/Risk

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

5.4 Human Resources

There are no Human Resource implications arising from this report

5.5 Strategic Plan Priorities

There are no Strategic Plan Priorities implications arising from this report.

6.0 DIRECTIONS

6.1	Direction Required to Council, Health Board or Both	Direction to:	
		1. No Direction Required	X
		2. Inverclyde Council	
		3. NHS Greater Glasgow & Clyde (GG&C)	
		4. Inverclyde Council and NHS GG&C	

7.0 CONSULTATION

7.1 The Chief Officer has been consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

8.1 None.

TIMETABLE 2023/24

IJB/IJB Audit Committee	Submission Date – 9am	Pre-Agenda Date	Issue Agenda	Date of Meeting
IJB Audit Committee	Friday 16 August	Monday 26 August – 2pm	Friday 30 August	Monday 9 September – 12 noon and 1pm
Inverclyde Integration Joint Board	Friday 16 August	Monday 26 August – 3pm	Friday 30 August	Monday 9 September – 2pm
Inverclyde Integration Joint Board	Friday 25 October	Monday 4 November – 3pm	Friday 8 November	Monday 18 November – 2pm
Inverclyde Integration Joint Board	Friday 13 December	Monday 13 January – 3pm	Friday 17 January	Monday 27 January – 2pm
IJB Audit Committee	Friday 28 February	Monday 10 March – 2pm	Friday 14 March	Monday 24 March – 1pm
Inverclyde Integration Joint Board	Friday 28 February	Monday 10 March – 3pm	Friday 14 March	Monday 24 March – 2pm
Inverclyde Integration Joint Board	Friday 17 April	Monday 28 April – 3pm	Friday 2 May	Monday 12 May – 2pm
IJB Audit Committee	Friday 30 May	Monday 9 June – 2pm	Friday 13 June	Monday 23 June – 1pm
Inverclyde Integration Joint Board	Friday 30 May	Monday 9 June – 3pm	Friday 13 June	Monday 23 June – 2pm