
Integration Joint Board

11 October 2018

Subject: Meeting Dates for 2019

Purpose: To advise members of the draft timetable for meetings of the IJB and IJB PAC for 2019.

Recommendation: That the Board agree the dates for meetings of the Integration Joint Board and the Performance and Audit Committee.

Glossary of Terms	
IJB	Integration Joint Board
IJB PAC	Integration Joint Board Performance and Audit Committee
HSCP	Health and Social Care Partnership

1. EXECUTIVE SUMMARY

- 1.1 A schedule of meetings for the Integration Joint Board and the Performance and Audit Committee is required to be arranged for the forthcoming year.
- 1.2 The current Chair and Vice-Chair of the Integration Joint Board were appointed on 17 May 2017, with the Chair currently appointed from NHS Ayrshire and Arran and the Vice-Chair from North Ayrshire Council. The positions will rotate from May 2019.

The IJB appointed the Chair and Vice-Chair of the IJB Performance and Audit Committee 22 June 2017, with the Chair currently appointed from North Ayrshire Council and the Vice-Chair from NHS Ayrshire and Arran. The positions will rotate from June 2019.

2. CURRENT POSITION

- 2.1 Meetings of the Board have taken place on a monthly basis and it is proposed that this continues. When appropriate, briefing sessions and workshops have utilised existing IJB meeting slots and it is proposed that this arrangement also continues.
- 2.2 The IJB Performance and Audit Committee meets on a quarterly basis, with a special meeting held in June, if required, to consider the annual accounts before these are presented to the IJB for approval.
- 2.3 The timetable has been created to accommodate budget and performance schedules. In an effort to avoid potential diary clashes, Council and NHS meetings have also been included in the draft meeting timetable. This has highlighted a few occasions when meetings of the IJB and PAC would clash with Council meetings. As far as possible, these dates have been avoided but where this has not been possible a narrative has been inserted to explain mitigating arrangements.

- 2.4 The key dates for the meetings of the IJB and IJB PAC are attached at Appendix 1 and 2 to the report. Appendix 3 to the report provides a calendar of Council, CPP, NHS Board, IJB and IJB PAC meetings.
- 2.5 Meetings of the IJB and IJB PAC will take place on the following dates:-

IJB

17 January
14 February
21 March
18 April
16 May
20 June
25 July
29 August
26 September
24 October
21 November
19 December

IJB PAC

8 March
27 June
5 September
29 November

3. IMPLICATIONS

Financial :	None
Human Resources :	None
Legal :	None
Equality :	None
Environmental & Sustainability :	None
Key Priorities :	N/A
Risk Implications :	N/A
Community Benefits :	N/A

Direction Required to Council, Health Board or Both	Direction to :-	
	1. No Direction Required	√
	2. North Ayrshire Council	
	3. NHS Ayrshire & Arran	
	4. North Ayrshire Council and NHS Ayrshire & Arran	

4. CONSULTATION

- 4.1 The following Members and Officers have been consulted on the draft timetable for meetings of the IJB and IJB PAC for 2018:-

IJB Chair
IJB Vice Chair
IJB PAC Chair
IJB PAC Vice Chair
Director of Health and Social Care Partnership
Section 95 Officer

5. CONCLUSION

- 5.1 The agreement of the timetable for meetings in 2019 is required to allow for all necessary arrangements, such as room bookings, diary entries and report scheduling to be undertaken.

For more information please contact Diane McCaw, Committee Services Officer (01294 324133) or dmccaw@north-ayrshire.gov.uk

Appendix 1

IJB meeting dates 2019

All Pre Agenda meetings at 10.15 a.m.	
All Board meetings at 10.00 a.m.	
Tuesday 18 December	Reports due with Social Services
Wednesday 19 December	Reports due with Committee Services
Thursday 20 December	Issue IJB Pre Agenda
Thursday 3 January	IJB Pre Agenda Meeting
Thursday 10 January	Issue IJB Agenda
Thursday 17 January	IJB Meeting
Tuesday 22 January	Reports due with Social Services
Wednesday 23 January	Reports due with Committee Services
Thursday 24 January	Issue IJB Pre Agenda
Thursday 31 January	IJB Pre Agenda Meeting
Thursday 7 February	Issue IJB Agenda
Thursday 14 February	IJB Meeting
Tuesday 26 February	Reports due with Social Services
Wednesday 27 February	Reports due with Committee Services
Thursday 28 February	Issue IJB Pre Agenda
Thursday 7 March	IJB Pre Agenda Meeting
Thursday 14 March	Issue IJB Agenda
Thursday 21 March	IJB Meeting
Tuesday 26 March	Reports due with Social Services
Wednesday 27 March	Reports due with Committee Services
Thursday 28 March	Issue IJB Pre Agenda
Thursday 4 April	IJB Pre Agenda Meeting
Thursday 11 April	Issue IJB Agenda
Thursday 18 April	IJB Meeting
Tuesday 23 April	Reports due with Social Services
Wednesday 24 April	Reports due with Committee Services
Thursday 25 April	Issue IJB Pre Agenda
Thursday 2 May	IJB Pre Agenda Meeting
Thursday 9 May	Issue IJB Agenda

Thursday 16 May	IJB Meeting
Tuesday 28 May	Reports due with Social Services
Wednesday 29 May	Reports due with Committee Services
Thursday 30 May	Issue IJB Pre Agenda
Thursday 6 June	IJB Pre Agenda Meeting
Thursday 13 June	Issue IJB Agenda
Thursday 20 June	IJB Meeting
Tuesday 2 July	Reports due with Social Services
Wednesday 3 July	Reports due with Committee Services
Thursday 4 July	Issue IJB Pre Agenda
Thursday 11 July	IJB Pre Agenda Meeting
Thursday 18 July	Issue IJB Agenda
Thursday 25 July	IJB Meeting
Tuesday 6 August	Reports due with Social Services
Wednesday 7 August	Reports due with Committee Services
Thursday 8 August	Issue IJB Pre Agenda
Thursday 15 August	IJB Pre Agenda Meeting
Thursday 22 August	Issue IJB Agenda
Thursday 29 August	IJB Meeting
Tuesday 3 September	Reports due with Social Services
Wednesday 4 September	Reports due with Committee Services
Thursday 5 September	Issue IJB Pre Agenda
Thursday 12 September	IJB Pre Agenda Meeting
Thursday 19 September	Issue IJB Agenda
Thursday 26 September	IJB Meeting
Tuesday 1 October	Reports due with Social Services
Wednesday 2 October	Reports due with Committee Services
Thursday 3 October	Issue IJB Pre Agenda
Thursday 10 October	IJB Pre Agenda Meeting
Thursday 17 October	Issue IJB Agenda
Thursday 24 October	IJB Meeting
Tuesday 29 October	Reports due with Social Services
Wednesday 30 October	Reports due with Committee Services
Thursday 31 October	Issue IJB Pre Agenda
Thursday 7 November	IJB Pre Agenda Meeting
Thursday 14 November	Issue IJB Agenda
Thursday 21 November	IJB Meeting
Tuesday 26 November	Reports due with Social Services
Wednesday 27 November	Reports due with Committee Services
Thursday 28 November	Issue IJB Pre Agenda
Thursday 5 December	IJB Pre Agenda Meeting
Thursday 12 December	Issue IJB Agenda
Thursday 19 December	IJB Meeting

IJB Performance and Audit Committee – Meeting dates in 2019

All meetings at 10.15 a.m.

Monday 18 February	Reports due with Committee Services
Thursday 21 February	Issue Pre Agenda
Tuesday 26 February	Pre Agenda
Thursday 28 February	Issue Agenda
Friday 8 March <i>(moved to avoid clash with IJB Pre Agenda)</i>	IJB PAC
Monday 10 June	Reports due with Committee Services
Thursday 13 June	Issue Pre Agenda
Monday 17 June <i>(moved to avoid clash with Audit and Scrutiny Committee)</i>	Pre Agenda
Thursday 20 June	Issue Agenda
Thursday 27 June	IJB PAC
Monday 19 August	Reports due with Committee Services
Thursday 22 August	Issue Pre Agenda
Tuesday 27 August	Pre Agenda
Thursday 29 August	Issue Agenda
Thursday 5 September	IJB PAC
Monday 11 November	Reports due with Committee Services
Thursday 14 November	Issue Pre Agenda
Tuesday 19 November	Pre Agenda
Thursday 21 November	Issue Agenda
Friday 29 November	IJB PAC

Appendix 3

Committee Timetable January - December 2019 (including IJB + and Policy Advisory Panel dates)

CPP Board Dates to be added*****

Meeting Cycle 1

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Jan					10.15 a.m. IJB Pre Meeting	
7 Jan	1		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
14 Jan	2		2.30 p.m. Cabinet (Education)		10.00 a.m. IJB Meeting	
21 Jan	3		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB		
28 Jan	4		10.00 a.m. Audit & Scrutiny		10 a.m. Policy Advisory Panel 10.15 a.m. IJB Pre Meeting	
4 Feb	5	NHS Board (for info)	2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
11 Feb	6		2.30 p.m. Cabinet	2.00 p.m. Council	10.00 a.m. IJB Meeting	

Meeting Cycle 2

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
18 Feb	1			2.00 p.m. Planning 2.15 p.m. LRB		
25 Feb	2		10.15 a.m. IJB PAC Pre Meeting			
4 Mar	3		2.30 p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required) 10.15 a.m. IJB Pre Meeting	10.15 a.m. IJB PAC Meeting
11 Mar	4		2.30 p.m. Cabinet (Education)		10 a.m. Policy Advisory Panel	
18 Mar	5		11.00 a.m. Audit & Scrutiny Pre-Agenda	2.00 p.m. Planning 2.15 p.m. LRB	10.00 a.m. IJB Meeting	
25 Mar	6	NHS Board (for info)	10.00 a.m. Audit & Scrutiny	2.00 p.m. Council		
1 April		Recess	Recess	Recess	Recess 10.15 a.m. IJB Pre Meeting	Recess

Meeting Cycle 3

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8 April	1		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
15 April	2		2.30 p.m. Cabinet		10.00 a.m. IJB Meeting	
22 April	3			2.00 p.m. Planning 2.15 p.m. LRB		
29 April	4				10 a.m. Policy Advisory Panel 10.15 a.m. IJB Pre Meeting	
6 May	5		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
13 May	6		2.30 p.m. Cabinet (Education)	2.00 p.m. Council	10.00 a.m. IJB Meeting	

Meeting Cycle 4

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
20 May	1		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB		
27 May	2	NHS Board (for info)	10.00 a.m. Audit & Scrutiny			
3 June	3		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required) 10.15 a.m. IJB Pre Meeting	
10 June	4		2.30 p.m. Cabinet		10 a.m. Policy Advisory Panel	
17 June	5	10.15 a.m. IJB PAC Pre Meeting	10.00 a.m. Special Audit & Scrutiny (Directorate Plans)	2.00 p.m. Planning 2.15 p.m. LRB	10.00 a.m. IJB Meeting	
24 June	6	NHS Board (for info)		2.00 p.m. Council	10.15 a.m. IJB PAC Meeting	
1 July						
8 July					10.15 a.m. IJB Pre Meeting	
15 July						
22 July				Recess	10.00 a.m. IJB Meeting	
29 July						
5 August						
12 August					10.15 a.m. IJB Pre Meeting	

Meeting Cycle 5

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
19 August	1	NHS Board (for info)	2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
26 August	2		2.30 p.m. Cabinet (Education) 10.15 a.m. IJB PAC Pre Meeting		10.00 a.m. IJB Meeting	
2 September	3		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB	10.15 a.m. IJB PAC Meeting	
9 September	4		10.00 a.m. Audit & Scrutiny		10 a.m. Policy Advisory Panel 10.15 a.m. IJB Pre Meeting	
16 September	5		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
23 September	6		2.30 p.m. Cabinet	2.00 p.m. Council	10.00 a.m. IJB Meeting	

Meeting Cycle 6

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 September	1			2.00 p.m. Planning 2.15 p.m. LRB		
7 October	2	NHS Board (for info)			10.15 a.m. IJB Pre Meeting	
14 October		Recess	Recess	Recess	Recess	Recess
21 October	3		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required) 10.00 a.m. IJB Meeting	
28 October	4		2.30 p.m. Cabinet (Education)		10 a.m. Policy Advisory Panel	
4 November	5		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB	10.15 a.m. IJB Pre Meeting	
11 November	6		10.00 a.m. Audit & Scrutiny	2.00 p.m. Council		

Meeting Cycle 7

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
18 November	1		2.30p.m. Cabinet Pre-Agenda 10.15 a.m. IJB PAC Pre Meeting	10.00 a.m. Licensing	10.00 a.m. Appeals (if required) 10.00 a.m. IJB Meeting	
25 November	2		2.30 p.m. Cabinet			10.15 a.m. IJB PAC Meeting
2 December	3	NHS Board (for info)		2.00 p.m. Planning 2.15 p.m. LRB	10.15 a.m. IJB Pre Meeting	
9 December	4				10 a.m. Policy Advisory Panel	
16 December	5			2.00 p.m. Council	10.00 a.m. IJB Meeting	
23 December		Recess	Recess	Recess	Recess	Recess