

Date: 16 February 2016

Agenda Item: **15**

# WORKPLAN FOR WEST LoTHIAN IJB 2016

| Date of IJB meeting             | Meeting to approve reports | Title of Report  | Lead Officer                                  | Action |
|---------------------------------|----------------------------|--|---|--------|
| 22 March 2016                   | TBC                        |  |   |        |
|                                 |                            | Strategic Plan   | Jim Forrest                                   |        |
|                                 |                            | Directions   | Jim Forrest                                   |        |
|                                 |                            | Joint Commissioning Plans                                  | Jim Forrest                                   |        |
| 5 April                         | 24 March                   |  |   |        |
|                                 |                            | Audit Committee  | James Millar / Kenneth Ribbons                |        |
|                                 |                            | Process for accounts and governance statement              | James Millar / Kenneth Ribbons                |        |
|                                 |                            | Engagement Strategy  | Jane Kellock                                  |        |
| 31 May                          | 19 May                     |  |   |        |
|                                 |                            | Draft Governance Statement                                 | James Millar / Kenneth Ribbons                |        |
|                                 |                            | Draft unaudited accounts                                   | James Millar / Patrick Welsh / Carol Mitchell |        |
| FOR FUTURE UNSPECIFIED MEETINGS |                            |  |   |        |
|                                 |                            | Lothian Hospitals Strategic Plan                           |   |        |
|                                 |                            | Finance  |   |        |
|                                 |                            | Information to inform Directions                           |   |        |
|                                 |                            | Arrangements to liaise / cooperate with other Lothian IJBs |   |        |
|                                 |                            | CPP / IJB relationship                                     |   |        |
|                                 |                            | Member induction / training                                | Marion Christie                               |        |
|                                 |                            | SW Audit   | Jane Kellock                                  |        |
|                                 |                            | Support Services   |   |        |

|  |  |                     |                |  |
|--|--|---------------------|----------------|--|
|  |  | Audit Committee     |                |  |
|  |  | JIT Evaluation Tool |                |  |
|  |  | NMC Revalidation    | Mairead Hughes |  |

10 February 2016