# Falkirk IJB Performance, Audit & Assurance Committee

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| Meeting Date: |  |
| Agenda Item No: |  |
| Report Title: |  |
| Lead Officer: |  |
| Report Author: |  |

## Executive Summary

* 1. A short section to summarise the report/proposal which makes it clear what the purpose of the report is and what IJB members are being asked to do. The summary should use clear, simple language.

## Recommendations

The Performance, Audit & Assurance committee is asked to:

* 1. All report recommendations for decision making or noting should be listed here.
  2. Include any directions within recommendations

## Directions

|  |  |
| --- | --- |
| No Direction Required |  |
| Direction to NHS Forth Valley |  |
| Direction to Falkirk Council |  |

*Where a new or amended Direction is required, the Direction template should be used and included in the report as an appendix.*

## Main Body of the Report (insert name)

Background

* 1. A description of the background to this report and/or proposal. What has happened up until now that has led to this proposal? This section should be focused and succinct where possible. The information included should help the reader to understand the context in which this report is presented.

Assessment

* 1. What is the current situation? Include any analysis that has been done to assess the current situation. Do we have data? National reports or advice?

## Implications

Finance

* 1. Does this paper have financial implications? If so, what are they? Have the proposals been supported by SLT and assessed as sustainable? And approved by CFO?
  2. Are there financial implications of not taking forward the proposals included in this paper? If so, describe.

Workforce

* 1. Are there implications for workforce resulting from this paper or proposal? If so, please describe.

Risk

* 1. What are the operational risks of this paper/proposal? Does the paper relate to any of the risks on the Operational or Strategic risk registers?

Legal

* 1. A statement that highlights any legal issues relating to this paper.

Engagement and Consultation

* 1. What engagement and consultation processes has this paper/proposal gone through before being presented to the IJB? Include a list of groups that have contributed to and/or approved of the proposals.

Equalities Impact

* 1. The IJB is a public body, for the purposes of the Equality Act 2010. Officers must ensure that equalities implications have been considered and that an equalities impact assessment is completed and the findings of the EPIA summarised in this section of the report. The Council EPIA assessment process is being used.

*All reports require to have and an initial EPIA completed. If a full EPIA is required it must be appended to this report.*

## Appendices

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| Appendix 1 |  |
| Appendix 2 |  |