

Report to the NHS Somerset Clinical Commissioning Group on 26 November 2020

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| Title: Governing Body Meeting Dates 2021 | Enclosure J |
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| Version Number / Status: | 1 |
| Executive Lead | James Rimmer, Chief Executive |
| Clinical Lead: | Dr Ed Ford, Somerset CCG Chair |
| Author: | Kathy Palfrey, Executive Assistant to the Governing Body |

Summary and Purpose of Paper

The CCG Constitution requires the Governing Body to hold meetings in public on a 'regular basis'. An annual forward schedule of meeting dates is published on the CCG website to provide as much notice as possible to members of the public.

Recommendations and next steps

The Governing Body is asked to Note the Governing Body meeting dates for 2021. Venues will be advised in due course – subject to Covid-19 - and will be included on the CCG website. In the meantime, all meetings are currently scheduled to be held virtually, via MS Teams, and members of the public are able to pre-register to receive the meeting link.

Impact Assessments – key issues identified

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| Equality | N/A | | | |
| Quality | N/A | | | |
| Privacy | N/A | | | |
| Engagement | The meeting dates for 2021 will be published on the Somerset CCG website http://www.somersetccg.nhs.uk | | | |
| Financial / Resource | N/A | | | |
| Governance or Legal | Links to the CCG Constitution | | | |
| Risk Description | N/A | | | |
| Risk Rating | Consequence | Likelihood | RAG Rating | GBAF Ref |
| | - | - | - | - |

GOVERNING BODY MEETINGS 2021/22

All Meetings will be held virtually via MS Teams until further notice

| Date | Time | Venue |
|--|---------------------------------------|-----------------|
| Thursday, 28 January 2021 | 9.30 am | MS Teams |
| Thursday, 25 March 2021 | 9.30 am | To be confirmed |
| Thursday, 20 or 27 May 2021 To be confirmed* | 9.30 am | To be confirmed |
| Thursday, 22 July 2021 | 9.30 am | To be confirmed |
| Tuesday, 14 September 2021 | Annual General Meeting Time TBC | To be confirmed |
| Thursday, 23 September 2021 | 9.30 am | To be confirmed |
| Thursday, 25 November 2021 | 9.30 am | To be confirmed |
| Thursday, 27 January 2022 | 9.30 am | To be confirmed |
| Thursday, 24 March 2022 | 9.30 am | To be confirmed |

*20 or 27 May 2021, subject to the NHS England timetable for submission of the Annual Report and Accounts.