

**CCG BOARD
PART I
MEETING ON 24th February 2016**

Title of Report:	Board Re-election Process																								
Board Sponsor:	Anand Deshpande, Chair Mandy Ansell, (Acting) Interim Accountable Officer																								
Prepared by :	Nicola Meeks, Head of Corporate Governance																								
Committees previous consulted:	None																								
Executive Summary:	<p>The re-election of Board members is scheduled to take place in December 2016, with new Board members to commence office from 1st January 2017.</p> <p>This paper sets out the timetable for the re-election process.</p> <p>The following table lists the key tasks / milestones of the process and when they are expected to happen.</p> <p>The appointment of Practice Manager for the Board is scheduled to take place in December 2016, with the new practice manager for the Board commencing office from 1 January 2017.</p> <table border="1"> <tr> <td>Meeting with Chair and Deputy Chair to develop project plan</td> <td>March 2016</td> </tr> <tr> <td>Develop Board Members profile (including skills matrix)</td> <td>March 2016</td> </tr> <tr> <td>Pre-planning event at CEG</td> <td>April 2016</td> </tr> <tr> <td>Comms strategy for engagement with Practices</td> <td>April 2016</td> </tr> <tr> <td>Finalise Board Members profile (including skills matrix)</td> <td>May / June 2016</td> </tr> <tr> <td>Information Event for Practices</td> <td>Mid July 2016</td> </tr> <tr> <td>Expression of Interest for GP Members/Practice Manager</td> <td>1st August 2016</td> </tr> <tr> <td>LMC Conduct voting process for GP members</td> <td>1st September 2016</td> </tr> <tr> <td>Practices to conduct voting process for PM members</td> <td>1st September 2016</td> </tr> <tr> <td>LMC present decision from vote</td> <td>31st October 2016</td> </tr> <tr> <td>Practice Manager results</td> <td>31st October 2016</td> </tr> <tr> <td>New Board Members Induction & training</td> <td>2 days in December</td> </tr> </table>	Meeting with Chair and Deputy Chair to develop project plan	March 2016	Develop Board Members profile (including skills matrix)	March 2016	Pre-planning event at CEG	April 2016	Comms strategy for engagement with Practices	April 2016	Finalise Board Members profile (including skills matrix)	May / June 2016	Information Event for Practices	Mid July 2016	Expression of Interest for GP Members/Practice Manager	1 st August 2016	LMC Conduct voting process for GP members	1 st September 2016	Practices to conduct voting process for PM members	1 st September 2016	LMC present decision from vote	31 st October 2016	Practice Manager results	31 st October 2016	New Board Members Induction & training	2 days in December
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	Members commence office	1 st January 2017
Financial / Resource Implications:	None	
Fit with CCG strategy/objectives:	Well Led Organisation: Establish and operate appropriate integrated governance arrangements to enable not only compliance with legislation and regulation, but to facilitate all appropriate partnership arrangements to deliver the CCG vision of an integrated health and care system operating close to home.	
Risks identified / Outcome / Link to BAF:	N/A	BAF Ref: N/A
Actions Required:	Develop project plan to present to next Board meeting.	When By: April 2016
Recommendation to the Committee:	The Board are asked to discuss and note the project plan timetable for the re-election process.	