



NOT PROTECTIVELY MARKED

Public Board Meeting

**25 November 2020
Item No 07**

THIS PAPER IS FOR APPROVAL

BOARD MEETING SCHEDULE 2021

Lead Director Author	Tom Steele, Chair Lindsey Ralph, Board Secretary
Action required	The Board is asked to approve the meeting schedule for 2019.
Key points	Public Board meetings are held bi-monthly, on the last Wednesday of the month. This paper sets out the proposed Board meeting and Board Development session dates for 2020 (Appendix A). Consultation with Chairs and members of the Board's Standing Committees has taken place and dates have been agreed for 2021. These are attached as (Appendix B).
Timing	The Board approves its annual schedule of meetings for the year ahead.

Scottish Ambulance Service 2021 Board Annual Schedule of Meetings

Public Board Meetings

Date	Time	Venue
Wednesday 27 January 2021	10.00 am Public	MS teams
Wednesday 31 March 2021	10.00 a.m. Public	Tbc
Wednesday 26 May 2021	10.00 am Public	Tbc
Wednesday 30 June 2021	10.00 am (Special meeting – Annual Accounts)	Tbc
Wednesday 28 July 2021	10.00 am Public	Tbc
Wednesday 29 September 2021	10.00 am Public	Tbc
Wednesday 24 November 2021	10.00 am Public	Tbc

Board Development sessions

Wednesday 24 February 2021	10.00am	Tbc
Tuesday 30 March 2021	10.00am	Tbc
Wednesday 28 April 2021	10.00am	Tbc
Wednesday 30 June 2021	12.30 pm	After Annual Accounts meeting
Wednesday 25 August 2021	10.00am	Tbc
Wednesday 27 October 2021	10.00am	Tbc

APPENDIX B

Audit Committee

Wednesday 20 January 2021	10.00am – 1.00 p.m.	Microsoft Teams
Wednesday 21 April 2021	10.00am – 1.00 p.m.	Tbc
Wednesday 9 June 2021	10.00am – 1.00 p.m.	Tbc
Wednesday 13 October 2021	10.00am – 1.00 p.m.	Tbc

Clinical Governance Committee

Monday 15 February 2021	10.00am – 1.00 p.m.	Tbc
Monday 17 May 2021	10.00am – 1.00 p.m.	Tbc
Monday 16 August 2021	10.00am – 1.00 p.m.	Tbc
Monday 15 November 2021	10.00am – 1.00 p.m.	Tbc

Staff Governance Committee

Thursday 18 March 2021	10.00am – 1.00 p.m.	Tbc
Monday 14 June 2021	10.00am – 1.00 p.m.	Tbc
Wednesday 1 September 2021	10.00am – 1.00 p.m.	Tbc
Monday 13 December 2021	10.00am – 1.00 p.m.	Tbc

Remuneration Committee

Wednesday 30 June 2021	2.45 p.m. - 5.00 p.m.	Tbc
Wednesday 24 November 2021	2.30 p.m. - 4.00 p.m.	Tbc