Click here to enter text.

**Meeting of the:** **Click here to enter text.**

**Summary sheet**

**Date of meeting:** Click here to enter a date.

**For:** Choose an item.

**For:** Choose an item.

|  |  |
| --- | --- |
| **Agenda item and title:** |  |
| **Author(s):** |  |
| **Presented by:** |  |
| **Lead director/GP from CCG:** |  |
| **Clinical lead:** |  |

|  |
| --- |
| **Executive summary:** |
|  |
| **Recommendations and specific action the XXX needs to take at the meeting?** |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Evidence in support of arguments:** |  |
| **Who has been involved/contributed:** |  |
| **Cross reference to strategic objectives:** | Improve health and wellbeing and reduce inequalities |[ ]
|  | Provide safe, high quality, timely and compassionate care |[ ]
|  | Work efficiently so health and care funding give maximum benefits |[ ]
|  | Make Cornwall and the Isles of Scilly a great place to work |[ ]
|  | Create the underpinning infrastructure and capabilities critical to delivery |[ ]
| **Engagement and involvement:** |  |
| **Communication and/or consultation requirements:** |  |
| **Financial implications:** |  |
| **Review arrangements:**  |  |
| **Risk management:** |  |
| **National policy/ legislation:** |  |
| **Public health implications:** |  |
| **Equality and diversity:** |  |
| **Other external assessment:** |  |
| **Relevant conflicts of interest:** |  |
| **For use with private and confidential agenda items only** |
| **FOI consideration – Exemption\*** | **Qualified /absolute\*** |
| Choose an item. | Choose an item. |
| If exemption is qualified then public interest test required. Check to see if the public interest in the information being released outweighs the exemption being used and record your consideration here to justify inclusion on the private and confidential agenda. Note the Information Commissioner states that there is a general public interest in transparency. For advice, contact kccg.foi@nhs.net  |