

PART 1

KERNOW HEALTH CIC (the “Company”) (Company No. 07551978)

**Minutes of a meeting of the Board of Directors of the Company
held at 08:00 on Wednesday 21 December 2022
via Microsoft Teams Video-conferencing**

Present:	Name	
Executive Directors:	Dr Andrew Craze	Chair
	Mrs Laura Wheeler	Director of Integrated Primary Care Services
	Dr Jonathan Katz	Interim CEO/Medical Director
	Mr Kieran Bignell	Director of IUCS
ICA Director and Deputy Representatives:	Dr Andy May	ICA Board Director Member representing Central Cornwall/ PCN Clinical Director/ GP partner
Non-Executive Directors:	Mr Stephen Holby	Non-Executive Director/ Managing Partner, Carn to Coast Health Centres
	Mr Gary Jennings	Independent Non-Executive Director
In Attendance	Ms Emma Ridgewell-Howard	CEO of Kernow LMC
	Mrs Jemma Ignaczak	Executive Assistant (Minute Taking)

CHAIRMAN

Dr Andrew Craze chaired the meeting throughout.

NOTICE AND QUORACY

The Chair reported that due notice of the meeting had been given to all directors and that the meeting was quorate. Accordingly, the Chair declared the meeting open.

2022/115	Apologies Apologies were received from Dr Lawrence Barnes and Ms Maria Harvey.
2022/116	Declaration of any New Interests / Conflicts of Interest for Part 1 Agenda items There were no new interests to declare.

2022/117	Declarations of Interests Register The Declarations of Interests Register was noted.
2022/118	Conflicts of Interest for Part 1 Agenda Items AGREED: Each of the Directors confirmed that they had no direct or indirect interest in the business proposed to be transacted in <u>Part 1</u> of the Board meeting which they would be required to disclose in accordance with section 177 of the Companies Act 2006 and the Articles of Association of the Company.
2022/119	Board Attendance Register The register was noted.
2022/120	Approval and ratification of Part 1 Board Minutes of the meeting held on 23 November 2022 AGREED: Following a preview of the minutes by Dr Katz, Dr Craze and Mr Holby, the Board approved and ratified the Part 1 minutes of the Board meeting held on the 23 November 2022, as a true and accurate record and signed by the Chair. ACTION: Mrs Ignaczak to arrange for the ratified minutes from 23 November 2022 to be uploaded to the website.
2022/121	Matters Arising and Action Grid from the Board minutes of the 23 November 2022 2022/43 - Mrs Ignaczak to liaise with Dr Craze regarding advertising the Board vacancy via email. Dr Craze confirmed that he had spoken with various colleagues in the west and all were overwhelmed with their current workloads. Dr Ewen Cowan from Leatside Health Centre had expressed an interest, and this was sitting with Angie Cavanagh to complete the HR process. Close action.
2022/122	General Business Update Primary, Community and Urgent Care Contract Reports – Operational and Quality Performance Mrs Wheeler commented that work was being completed with the Clinical Directors to form a Collaborative Board with Kernow Health CIC and the LMC. Ms Ridgewell-Howard confirmed that the notification had been issued by the LMC and a significant number of positive responses had been received. Ms Ridgewell-Howard added that she had initially issued the wrong message and this would be rectified. This was a phased process, and the half-way mark would be reached the following week.

	<p>Mrs Wheeler noted that there was an opportunity to support Cornwall Council with the West Carclaze tender. Cornwall Council had attended a Central Cornwall ICA event where it was discussed that the PCN within that area were struggling with the levels of planned housing development. Mrs Wheeler added that Pam Smith could provide support to ensure that the appropriate resources were available.</p> <p>Mrs Wheeler confirmed that all prospectuses for 2023 were complete.</p> <p>Mr Bignell commented that the IUCS contract had been signed and mobilised and Kernow Health were now working with HUC. Mr Bignell noted that HUC continued to be a positive team to work with and they were bringing constructive suggestions to the table regarding the significant levels of demand. The current cumulative over offering was sitting at 200%. Mr Bignell added that the abnormal levels of activity were somewhat comparative to the early stages of the covid pandemic. The paediatric demand had been explored for correlation; however, that area of demand appeared routine. The surge plan had been implemented over the previous weekend to ensure Kernow Health were operating safely, with a clinical lead overseeing all shifts. Mr Bignell noted that 17% to 20% of the activity on the queue was urgent and surge clinics for strep patients were available at Cudmore House via 111 booking.</p> <p>Mr Bignell noted that contingency plans were in place to support the system and keep Kernow Health safe during the planned strikes of paramedics and other Unison members. The system was currently in gold escalation and had declared critical incident status.</p> <p>Dr Katz commented in Ms Harvey's absence that the first visits to primary schools had been completed. Vaccines for years 7, 8, & 9 would begin in January. There was nothing to update regarding CEDS or SAS.</p>
2022/123	<p>System Updates</p> <p>Dr May commented that the proposed Collaborative Board was a positive development. Dr May had attended a meeting the previous Wednesday led by Kate Shields to identify smart ideas around the rising pressure within the system. Dr May felt that articulating demands within primary care was always difficult and words on the day were good; however, there was a lack of any action to follow up. Dr May added that a reminder of practice contractual obligations for Christmas had been received but no help.</p> <p>Dr Craze noted that he understood the frustrations, especially when Kate Shields stated that she had £5million that remained unspent.</p> <p>Dr May replied that a block payment should be made to practices, enabling them to step-up that resilience and additional hours over the winter period without the necessity of meeting a number of rules. The payment should be made in advance of the winter period with practices allowed to put their own plans in place.</p> <p>Ms Ridgewell-Howard commented that the Primary Care ICB were very keen to support. However, it was not yet clear whether NHSE would permit the suspension of QOF; Devon ICB had originally stated that it would do this but nationally, NHSE is seeking to bring ICBs 'to heel', not permitting this. Primary</p>

	<p>care held all of the liability and responsibility but none of the ability to get themselves out of the mess. The proposed Collaborative Board could help primary care in this.</p> <p>Mr Holby noted that this emphasised the issues within deprived areas. Surgeries based in areas like Camborne, Pool and Redruth would fall over and it did not go down well that the PMS money was given out on a weighted basis per the Carr-Hill which disadvantaged deprived areas. Mr Holby stressed that this further benefited the leafier areas and did not take into consideration the pressures of deprived areas. In regard to QOF, if practices were chasing these points and providing the coding then it would further affect what other tasks could be completed. If NHS England could not suspend QOF then it could not expect practices to see the Strep A children.</p> <p>Dr Craze queried whether Kernow Health had received funding for the surge clinics.</p> <p>Mr Bignell confirmed that funding had been received.</p> <p>Ms Ridgewell-Howard commented that the issues surrounding weighted payments and deprivation could be an item for the new Collaborative Board. These issues had been brought up previously but did not progress. Ms Ridgewell-Howard added that when practices were asked 'can you just do this?', colleagues were now responding with 'what do you wish us to stand down then?' This line would be used more and more going forward, every area in Cornwall had GPs in pastoral support and this was the reality that needed to be understood outside of primary care.</p> <p>Dr Craze noted that at the meeting with Kate Shields surgeons had stated that they would be stopping lists, closing clinics, and emptying wards. It was one rule for primary care and another for the rest of the system.</p> <p>Dr May replied that he felt like primary care was the corner shop surrounded by the large supermarkets. Dr May would send an email to Kate Shields on behalf of the CDs group stating that the nice words had been heard; however, there had been no action or follow up and the ICB should not expect anything from this side of the table unless it could follow up.</p> <p>Dr Katz noted that he had found it a massively disappointing meeting. It was acknowledged that general practice was in crisis, and this was followed up with an email requesting help was given to CFT during the strikes.</p>
2022/124	<p>Regulatory Reports</p> <p>CQC Nothing to report.</p> <p>EPRR Nothing to Report.</p> <p>Home Office Dr Katz noted that Kernow Health had received a contravention letter regarding the delayed re-registering of one of its CD licences. The submission had been completed 27 days late.</p>

	Mr Bignell confirmed that a formal investigation would be taking place and whilst the late submission would have no large impact it would be kept on file for 2 years. Mr Bignell would provide an investigation update at the next Board meeting.
2022/125	<p>Corporate Risk Register for ratification, approved by the Governance Committee:</p> <p>Corporate Risk Register Dr Katz noted that 2 new risks had been added. KH/43 regarding the ambulance delays and its effect on OOH and KH/44 regarding the contravention received from the Home Office. KH/40 could now be closed.</p>
2022/126	<p>Policy Ratification</p> <p>The Board was asked to ratify the following policies, which had been robustly reviewed and agreed by the Governance Committee.</p> <ul style="list-style-type: none"> • Email Use Policy v2.0F • Frequent Caller Policy v2.0F • Consent Policy v3.0F <p>Mr Holby noted that within the Email Use Policy point 5.2, on page 4, did not make sense and it appeared that a word was missing. It was agreed that this could be corrected without bringing the policy back to the Board.</p> <p>Dr Craze noted that the Frequent Caller Policy was an interesting read.</p> <p>AGREED: With the amendments above the Board approved and ratified the Email Use, Frequent Caller and Consent Policies.</p>
2022/127	<p>Any Other Business No other business.</p>
	END OF PART 1

AGREED/ DECISIONS:

1. The Board approved the latest version of the Declarations of Interest Register and all the additions and amendments made.
2. Each of the Directors confirmed that they had no direct or indirect interest in the business proposed to be transacted in Part 1 of the Board meeting which they would be required to disclose in accordance with section 177 of the Companies Act 2006 and the Articles of Association of the Company.

3. Following a preview of the minutes by Dr Katz, Dr Craze and Mr Holby, the Board approved and ratified the Part 1 minutes of the Board meeting held on the 23 November 2022, as a true and accurate record and signed by the Chair.
4. With the amendments above the Board approved and ratified the Email Use, Frequent Caller and Consent Policies.

FINAL COPY – RATIFIED

Signed by the Chair:



Dated: 25th January 2023