Meeting Minutes KH Board 24.06.2026

Kernow Health CIC

Kernow Health

Kernow Health CIC (the "Company")
(Company No. 07551978)

DRAFT Minutes of a meeting of the Board of Directors of the Company held at 08:00am on Microsoft Teams on Wednesday 24 June 2026

Membership	**Name**	
Non-Executive Directors:	**Dr Andrew Craze**	Chair
	Mr Gary Jennings	Non-Executive Director
	Mr John Acornley	Non-Executive Director
Executives:		
	Dr Paul Cook	Chief Medical Officer, Kernow Health CIC
	Mr Joe St Leger-Francis	Chief Operating Officer/ Director of Integrated Urgent Care
	Ms Maria Harvey	Director of Community Care
	Mr Brian Philpott	Director of Finance and Corporate Services
Attendees:	**Ms Emma Ridgewell-Howard**	CEO, Kernow LMC
	Mrs Lorna Curnow	Executive Assistant

Apologies		
	Mrs Laura Wheeler	Chief Executive Officer, Kernow Health CIC
	Dr Jim Tait	Non-Executive Director/ GP Partner, Helston Medical Centre/ ICA Non-Executive Director, West
	Dr Laura Walters	Non-Executive Director/ GP Partner, Rame Medical Group/ ICA Non-Executive Director East.

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.

0624/01	**Welcome and Apologies** There was apologies received from Mrs Laura Wheeler, Dr Jim Tait and Dr Laura Walters.

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0624/02	**Declaration of any New Interests / Conflicts of Interest** **Declarations of Interests Register** The Declarations of Interests Register was noted. **Conflicts of Interest** **AGREED:** Each of the Directors confirmed that they had no direct or indirect interest in the business proposed to be transacted in 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. **Board Attendance Register** The register was noted.
0624/03	**Approval and ratification of Minutes of the meeting held on 27th May 2026.** **AGREED:** The Board approved and ratified the Minutes of the Board meeting held on the 27th May 2026, as a true and accurate record. **Action Grid** **0325/03 – Outputs from the Stephens and Scown discussion: Shareholder Guide** Ms Harvey explained KHCIC had received responses from Stephens and Scown to the queries raised from their first draft and the document is now in its second draft. The document is waiting a final review and sign-off from Mrs Laura Wheeler, before the document can be circulated to all practices. **AGREED:** The Board noted the updates to the action grid.
0624/05	**Shareholder Transfers** As per the report circulated, the Board was asked to approve the transfer of share for St Agnes Surgery as follows: Transfer of Share from Dr Chris Whitworth to Dr Clem Mitchell. **AGREED:** The Board approved the Stock Transfer of share at St Agnes Surgery from Dr Chris Whitworth to Dr Clem Mitchell.
0624/06	**HR Performance Report**

	Ms Maria Harvey presented the HR Performance report providing the Board with an overview of organisational activity on sickness and training. **Gender Pay Gap Report** The Board noted the key messages from the Gender Pay gap were highlighted as being clearly set out within the report. The Board raised no significant concerns with the Gender Pay Gap report.
0624/07	**Executive Updates** . **Integrated Community Services** **School Immunisations** Ms Maria Harvey advised there had been a slight uptake in immunisations within schools during the last academic year. The Board heard that the start of the Nasal Flu Immunisations Programme is imminent. The Board were told that the School Immunisation team must visit all schools, at least once, by 20 November 2026. Usually this is to be completed by the middle of December. **IUCS** The Board noted that the new IUCS operational model is progressing broadly in line with expected timeframes, despite ongoing challenges with the digital infrastructure. Training for staff is also due to commence in the coming weeks. Mr St Leger-Francis explained that a risk-based decision has been made to target the end of July for "go-live". This reflects the need to balance avoiding immediate transition during the peak summer holiday period with the risks associated with further delay and a formal communication will be prepared and shared, outlining the go-live plan and its implications. Following a suggestion from Ms Ridgewell-Howard, the Board discussed whether a high-level performance report or dashboard should be developed, within the HR Performance report, during this transition period. It is hoped that the report will provide a clear overview of current position, including a month-by-month comparison. **ACTION:** Mr Joe St Leger-Francis will develop, with Mr Adam Wallis (Head of Business Intelligence, Performance and Improvement), an appropriate dashboard drawing on the existing IUCS BI data. The report will include measures relating to the impact of the operating model, including key performance indicators and quality metrics. It is hoped the report will be brought back to the July Board meeting.

	ACTION: Due to the complexity of the action, Mr St Leger-Francis will provide some wording for the Board Action log. A further discussion took place on the work, which is currently underway to assess system impacts, particularly in relation to general practice, as there is no clear or measurable metrics to assess operational pressures which are extending from out of hours into daytime general practice. **Corporate Services** Mr Brian Philpott provided assurance to the Board that Corporate Services is operating well, with no significant issues. Weekly Corporate Services meetings are being held which are being well received by the team. Mr Philpott provided a brief summary on current recruitment. A HR Business Partner is due to start in July and the appointment of a Business Intelligence support role is nearing completion. **Clinical Governance** The Board received an update from Dr Paul Cook who explained that the GP recruitment day was well received with strong interest from individuals considering portfolio roles. Other enquiries have been received about annualised hours and the offer of flexibility and security.
0624/08	**Finance** . **NHS Pensions** Mr Brian Philpott advised the Board, the year-end pension submissions were completed on time and on the challenges with the incorrect enrolment of Kernow Health East colleagues onto the NHS Pension scheme. **ACTION:** A review of the report will be undertaken by Mr Philpott to ensure that the progress on Pensions is fully captured. **Management Accounts** Mr Philpott presented the Management Accounts for the month of April which reported no initial concerns and was broadly in line with expectations. Staffing costs in the School Imms service were higher than anticipated, this was due to the annualised hours catch-up payments which had been processed at year-end, however this has been offset by payroll savings in the IUCS service due to vacancies following the restructure. **2025-26 Audit** The Board heard that financial information for the 2025/26 audit has been submitted to KHCIC's auditors, RRL.

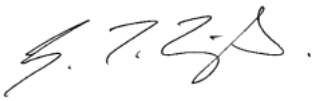
	A draft set of 2025/26 accounts are expected to be sent to KHCIC shortly. It was noted that the financial position presented was before any adjustments for corporation tax, which will be finalised as part of the final accounts preparation work in June 2026. **<u>Finance Committee</u>** Mr John Acornley, Chair of the Finance Committee, advised the next Committee will be held in July and will be reviewing the ongoing audit progress and preparation of the statutory accounts, the Committee's Terms of Reference, with particular attention given to the need to undertake further work on finance policies. The Board were assured that, in terms of financial performance and forecasting, the organisation is currently in a good financial position at this stage of the financial year.
0624/09	**C&IoS System updates** Dr James McClure thanked the Executives for organising the Shareholder event on the 16th June. The Board discussed the current process for GPs accessing and signing up for shifts, including the usability of the website including a proposal to adopt a more flexible approach to shift coverage, involving short-notice requests being circulated to a wider pool of clinicians, enabling available GPs to log on and provide support as needed.
0624/10	**Governance Verbal update** Ms Harvey advised the Board there were no CQC updates. Dr Paul Cook advised there were no updates from a clinical governance perspective.
0624/11	**Governance** **<u>Risk Register</u>** Ms Harvey presented the corporate and service risk registers. A discussion was held on the risks relating to the MNPs. An action was agreed at the Governance Committee for Mrs Laura Wheeler to further review and provide an update at a future meeting. **<u>Summary of legal cases</u>** Ms Harvey gave an update on current legal cases and indemnity matters.

0624/12	**Policies for Ratification** The Board were asked to approve one policy: the Fraud and Anti-Bribery policy. **AGREED:** The Board approved the Fraud and Anti-Bribery policy.
0624/13	**Reflections and Communications** • The ongoing issues relating to the IUCs contract, which are currently being addressed. • Concerns remain regarding service delivery and engagement with CFT. • The potential impact of MNP was raised, with the expectation that it may provide greater oversight, scrutiny, and accountability for how resources are being utilised to support patient care in the community.
	Next meeting : Wednesday 29th July 2026

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 during 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 Craze and subject to amendments, the Board approved and ratified
4. the Minutes of the Board meeting held on the 24th June 2026 as a true and accurate record and signed by the Chair.

FINAL COPY – RATIFIED

Signed by the Chair: 

Dated: 29.07.2026

Kernow Health CIC