

**Minutes of the NHS Portsmouth Clinical Commissioning Group Governing Board Meeting
held on Wednesday 20 May 2020 at 2.00pm via teleconference**

**Summary of Actions
Governing Board Meeting held on Wednesday 20 May 2020**

Agenda Item	Action	Who	By
2a	Minutes of Previous Meeting – Amend error as identified to Item 6b	J Collis	Jul 20
4	The Health and Care Portsmouth Covid-19 Response – Formally convey the thanks of the Governing Board to CCG staff and broader Health and Care Portsmouth team for their efforts in responding to the Covid-19 pandemic.	E Fellows	Jul 20
4	The Health and Care Portsmouth Covid-19 Response – Share City dashboard information which includes infections admissions and deaths data in relation to the City to Governing Board members.	I Richens/ H Atkinson	Jul 20
4	The Health and Care Portsmouth Covid-19 Response – Share revised PCN groupings with Governing Board members outside of the meeting.	J Jeffs	Jul 20
6c	Governing Board Work Annual Work Programme 2020/21 – Remove Quality and Safeguarding Committee minutes from Governing Board Public meetings and add to Governing Board Part II Confidential meetings.	J Collis	Jul 20
7	Any Other Business – Covid-19 Data – Share “Gold dashboard” with CCG Board members	I Richens/ J Jeffs	ASAP
7	Any Other Business – Register of Interests – Dr Linda Collie to update her entry.	L Collie/J Jeffs	Jul 20
7	Any Other Business - Governing Board Meeting Feedback - Members to provide feedback on their experience of holding the meeting via videoconferencing to inform future arrangements.	All GB Members /J Jeffs	ASAP

Present:

- Dr Elizabeth Fellows - Chair of Governing Board/Clinical Executive (GP)
- Helen Atkinson - Interim Director of Public Health, Portsmouth City Council (from 3pm)
- Karen Atkinson - Registered Nurse
- Dr Linda Collie - Chief Clinical Officer and Clinical Leader (GP)
- Margaret Geary - Lay Members
- Dr Carsten Lesshaftt - Clinical Executive (GP)
- Graham Love - Lay Member
- Dr Nick Moore - Clinical Executive (GP)
- Jackie Powell - Lay Member
- Innes Richens - Chief of Health and Care Portsmouth
- David Scarborough - Practice Manager Representative
- Andy Silvester - Lay Member
- Dr Simon Simonian - Clinical Executive (GP)

Michelle Spandley - Chief Finance Officer

In Attendance

Jayne Collis - Business Development Manager
Justina Jeffs - Head of Governance
Tracy Sanders - Managing Director

Apologies

Alison Jeffery - Director of Children's Services, Portsmouth City Council
Dr Tahwinder Upile - Secondary Care Specialist Doctor
David Williams - Chief Executive, Portsmouth City Council

1. Apologies and Welcome

Apologies were received from Alison Jeffery, David Williams, Dr Tahwinder Upile.

Dr Elizabeth Fellows welcomed everyone to the meeting via Microsoft Teams. She commented that the meeting format had been changed to allow an easier flow and she hoped everyone had found the PDF papers easy to use and annotate as required. Dr Fellows asked members if they were happy to have the meeting recorded in order to aid the writing of the minutes and Governing Board members indicated there were happy for this. She explained that the next meeting may be live streamed so that the meetings are accessible to the public, as far as possible, moving forward. Dr Fellows then explained the features available such as "raising a hand" and "mute" and asked members to use the chat function for any questions. Any feedback from members would be gratefully received.

2. Minutes and Actions of Previous Meeting held on Wednesday 15 January 2020

- 2a. The minutes of the Governing Board meeting held on Wednesday 15 January 2020 were approved as an accurate record subject to the following amendments:

Page 8, Item 6b, last paragraph, 4th line delete "has been" as it is repeated twice.

Action: J Collis

2b. Summary of Actions from the Governing Board meeting held on Wednesday 15 January 2020

The Summary of Actions from the Governing Board meeting held on Wednesday 15 January 2020 was presented for information and an update was provided on the following items:

Agenda Item	Action	Who	By	Progress
3a (4, 20.11.1 9)	Minutes of Previous Meeting – Summary of Actions - Chief Clinical Officer's Report – Winter Pressures Grant – 111 Hospital Avoidance Scheme – Check if scheme is to provide one social worker in or out of hours. Update to be circulated to Board members.	L Collie	Mar 20	<i>Post Meeting Note:</i> Innes Richens provided an update see below*
6b	Performance Report –	M Spandley	Mar 20	Michelle Spandley reported

Agenda Item	Action	Who	By	Progress
	Confirm length of pilot for recording ED performance with Portsmouth Hospitals Trust.			that due to Covid-19 it has not been possible to progress this however she has asked the Director of Strategy and Performance for an update. Dr Elizabeth Fellows commented that the ED team are currently having very short waiting times due to the Covid-19 situation and are therefore meeting targets.

* Portsmouth funding added an additional social worker to the original Hampshire scheme and the social worker was in 111 from 8am-4pm. The discussions about extending hours was taking place however due to COVID-19 the service was stopped as this could not be delivered by social workers remotely whilst still adhering to social distancing rules. In addition South Central Ambulance Service (SCAS) were part of the national contingency response to Covid-19 which has resulted in fewer calls to support desks eg. Mental Health and Clinical Assessment Service. As SCAS return to “business as usual” for 111 things are returning to normal in the use of these pathways.

3. Chief Clinical Officer’s Report

Dr Linda Collie presented the Chief Clinical Officer’s Report and highlighted the following:

- Appointment of ICS Lead

Maggie Maclsaac has been appointed as Chief Executive of the Hampshire and Isle of Wight Integrated Care System (ICS), effective immediately. Maggie is also the Chief Executive for the Hampshire and Isle of Wight Partnership of CCGs as well as Southampton City CCG and West Hampshire CCG.

- Quality and Safeguarding Report

The Quality and Safeguarding Committee met via teleconference on 15 April 2020 and are continuing to work proactively with provider services and Portsmouth City Council.

- Quality Update

Hampshire and the Isle of Wight (HIOW) system have developed a quality cell to monitor quality across the system during this time and this is chaired by Julia Barton. The Quality team have been actively engaged with providers supporting with infection control advice, PPE information and ensuring that quality issues are managed and have visited some “hot hubs” that have been set up.

Care Homes - The Quality Improvement Team continue to support Care homes and have offered infection control and PPE training to all Portsmouth Care homes and they, alongside Solent’s Infection Control team, have delivered Infection Control and PPE training to all 18 homes who accepted the offer.

Safeguarding – The CCG has been working with our providers, the local authority and police to develop weekly safeguarding children and safeguarding adult huddles to

discuss local safeguarding issues within Portsmouth. The publication of Child H and Child I serious case reviews are delayed due to Covid-19.

- Primary Care Commissioning Committee

The Primary Care Commissioning Committee met on 26 March 2020 via teleconference and a number of decisions were made as follows:

- Supported in principle the proposal to develop a Deprivation and Equalities Scheme.
- Supported the proposed boundary change for Derby Road Group Practice.
- Supported the application for Hanway Road Practice to merge with Portsdown Group Practice.
- Supported the application to close the Stubbington Avenue and Hanway Road premises within the next six months.

In line with government guidance on Covid-19, the Committee meeting was held in private and it was agreed that the papers and the decisions regarding the application for merger and premises closure would be made publicly available at the earliest opportunity.

- Clinical Advisory Group Update

The Clinical Advisory Group met on 4 March 2020. A number of issues were discussed including:

- Agreement sought for priorities for a funding bid being progressed by Portsmouth Autism Community Forum.
- Options for development of the Perinatal Mental Health Team service.
- Changes to the PRRT service following the appointment of a team of advanced care practitioners.
- The eating disorders service was discussed and how support for patients can be improved.
- A number of SHIP 8 CCGs Priorities Committee Policy Recommendations were reviewed and approved.

A meeting was held on 6 May 2020 via Microsoft Teams and an update will be provided at next Governing Board meeting.

- Audit Committee Update

A meeting of the Audit Committee was held on the 11 March 2020 and a number of issues were discussed including:

- A presentation from External Audit on their plan to conclude the audit of the Annual Accounts and Annual Report subject to understanding how Covid-19 would affect it.
- A progress report from Internal Audit and draft internal Audit Annual Report.
- A round-up of the Counter Fraud and Security Specialist work to quarter 3 and work plan for 2020/21.

An additional meeting was convened on 6 May 2020 to have a first run through of the CCG Annual Report and Annual Accounts which was successfully achieved via Microsoft Teams.

The next meeting of the Audit Committee will be in June 2020 to finalise the year end processes and confirmation of the minutes from 11 March 2020.

- Covid-19 Funding

In 2019/20 the CCG received £128k additional funding in respect of additional costs incurred as a result of the response to Covid-19. Hampshire and Isle of Wight CCGs received a total of £1.8m and the Hampshire and Isle of Wight Trusts received £12.6m revenue. Capital costs will also be reimbursed. These costs are being reviewed by NHSE/I and further guidance is expected on the types of costs to be claimed. The CCG will continue to work closely with Portsmouth City Council as well as local NHS Trusts to ensure appropriate additional costs are claimed as part of the existing and revised guidance as it becomes available.

Margaret Geary asked if there would be a conflict of interest for Maggie Maclsaac regarding her role as Chief Executive of the Hampshire and Isle of Wight Integrated Care System and her role as Chief Executive for the Hampshire and Isle of Wight Partnership of CCGs as well as Southampton City CCG and West Hampshire CCG and how would this be managed. Dr Linda Collie explained that as we had moved into incident command mode almost immediately after her appointment any issues would still need to be worked out.

Margaret Geary asked about Covid-19 funding distribution and what criteria were used. Michelle Spandley explained there is an overarching approach and if it is felt a cost has been incurred as a result of the crisis then it can be claimed. She explained that we are gathering information from Portsmouth City Council and working with practices and clarifying where payments have been made. As an organisation we should use the national response but if we had ordered PPE or IT equipment and could demonstrate we did it in good faith and was a reasonable cost we will be refunded. We have received guidance regarding claims which the CCG will be working through and it is a reimbursement process rather than an allocation. However, Local Authorities have received an allocation and are able to charge some costs such as hospital discharges.

Jackie Powell praised the work around Care Homes and asked about the management of patients discharged from hospitals to these homes. Innes Richens explained that in the early phases patients being discharged would have been tested and risk assessed whilst in hospital. However, as testing has become more accessible, Care Homes are now able to undertake their own risk assessments and, if a Care Home feels they cannot accept a patient from Hospital because they cannot put them into the required isolation, the Council have made some interim arrangements to manage these patients. This includes an arrangement with Solent NHS Trust using beds at Jubilee House and from 1 June 2020 it is anticipated a dedicated wing in Harry Sotnick House will be used, which has a separate entrance and team to receive patients out of hospital.

Dr Elizabeth Fellows asked about Jubilee House and why it was being used when there was an issues with it regarding patient safety and visibility at the beginning of the year when Southern were using it. Innes Richens explained that at the time the Quality Team visited and some of the issues were resolved and this is for low numbers of people coming from hospital for about 2 weeks and it was a balance of risk, ie. not having that facility and seeing someone going into a Care Home with Covid-19 unbeknown to people.

Following a question by Dr Elizabeth Fellows, Innes Richens confirmed that the emergency beds under the management of Care UK had not been used.

Graham Love asked which GP practice hot sites had been visited. Dr Linda Collie explained that every practice had been offered a visit and only Trafalgar and Brunel had taken up the offer.

The Governing Board accepted the Chief Clinical Officer's Report.

4. The Health and Care Portsmouth Covid-19 Response

Innes Richens presented a paper which provided an overview of the response to the Covid-19 epidemic in Portsmouth, in particular some of the key health and care responses of the City and its partners. He explained that it gives a snapshot of the situation at the time the paper was written. He noted that at the beginning of the week commencing 11 May 2020 the Covid-19 rate per 100,000 population for the South East region was 210. Currently the R rate for Hampshire and Isle of Wight is around 0.9.

- The Hospital Sector

The hospital and care sector are the two areas that have been most impacted by higher numbers of Covid-19 cases. Within Portsmouth and South East Hampshire (PSEH) partners the CCG planned and made ready for the initial peak of Covid-19 demand and worked to reduce the number of people in acute beds, in order to free up a high number of beds in Queen Alexandra (QA) hospital in anticipation of a surge in Covid-19 infections. With social distancing, numbers of infection did not reach the anticipated peak, however Covid-19 demand in QA has been significant and the Critical Care service has been under pressure through was able to respond well due to prior planning. As a consequence acute capacity at QA hospital has remained available and in recent weeks non-Covid-19 demand has begun to increase and PSEH partners are working together to prepare for the restoration of NHS service for non-Covid-19 care in a phased way.

- Care Sector

Sadly, there have been Covid-19 outbreaks in Care Homes in Portsmouth. The report gives information as at week commencing 11 May 2020 detailing there had been 10 Care Homes with an outbreak (from around 38), and data received on 20 May 2020 shows that the number remains at 10. Care Home outbreaks are monitored and reported routinely and daily to the CCG via Public Health England. The CCG appreciates and acknowledges how difficult it has been for staff delivering direct care to residents in care homes, and everyone working within the care sector through each outbreak and dealing with the tragic deaths that inevitably follow.

- Primary Care

Primary Care has continued to deliver services, albeit in many different ways such as the use of e Consult and establishing specific services for responding to Covid-19 demands in the community.

- Personal Protective Equipment (PPE)

The default route for obtaining PPE supplies has remained as through any providers usual supply chain and whilst a key part of the national response to Covid-19 has seen the establishment of various methods of security and supplying PPE, both the HIOW Local Resilience Forum (LRF) and Portsmouth took early action to establish additional support for PPE supply. Portsmouth City Council established a central co-ordinating hub in the city linking the HIOW LRF with local providers.

- Covid-19 Testing

All elements of the testing programme have been controlled by central government and this changes almost on an hourly basis. We are looking to roll out whole care homes testing in the very near future.

- Supporting Vulnerable People

There has been an impressive amount of work between Portsmouth HIVE, the Council, the CCG and voluntary and community sector to provide practical support for the most vulnerable children and adults in the city during the lockdown period.

- Maintaining CCG Critical Business

The CCG has been ensuring critical business has continued throughout. CCG staff have consistently supported Covid-19 and critical business by regularly stepping outside of their usual roles and adapting to the new working life quickly.

- Looking Towards Recovery

As part of recovery, the CCG is keen to understand what this “new normal” will look like and the CCG is currently working through its teams and with the council to understand this. As part of the overall recovery programme we are also returning to our plans for Health and Care Portsmouth.

Dr Elizabeth Fellows said that we should be very proud of the City and our response to the Covid-19 epidemic and supported that the Governing Board should formally convey thanks to the CCG staff and broader Health and Care Portsmouth team for their efforts as mentioned in the recommendations of the report.

Action: Dr E Fellows

Dr Nick Moore asked for clarification regarding the outbreak in 10 care homes. Innes Richens confirmed that of the 38 care homes (which includes small homes with only a small number of residents) in the area, 10 care homes had reported outbreaks of Covid-19.

Jackie Powell asked if testing was currently available for domiciliary care providers. Innes Richens explained that testing is available for staff in terms of the Tipner drive-through testing site and we can make arrangements for clients if required. We are including domiciliary care in everything we do to support the care sector.

Jackie Powell asked about number of domiciliary care providers. Innes Richens explained that the adult services have this information and do check in with them regularly.

Graham Love commented that in terms of what we have found has worked well throughout this process and what we would want to continue and maintain could make an interesting subject for a future Governing Board Development Session.

Post meeting note: All CCG and partner staff have been asked to provide feedback on events, services and ways of working throughout the pandemic in order to identify areas of best practice, services to keep and potential services and working that we would consider stopping if of little value.

Graham Love asked about vulnerable group in particular domestic abuse and if we had a sense of scale within the city. Innes Richens explained that there has been an increase in the number of calls coming through to the helpdesk and we are continuing to try to find different ways of providing support with social distancing in place. Children and family services have also done work around maintaining the service to perpetrators by going to telephone or video consults. The services in the city have not reduced but there has been an increase in demand. Dr Elizabeth Fellows added that a facility has been included as part of the Tipner testing centre, providing support information as often this is one of the only places victims are alone.

Dr Carsten Lesshafft asked about information regarding the patients in the care homes that have had outbreaks ie. those that have recovered and those that have died as it would show how quickly we reacted to closure and isolation etc. Innes Richens explained that from an adult services point of view the CCG would only have data for the city run homes as there is no requirement for independent care providers to report deaths to the council. Public Health are doing some work looking at the data and we do through our daily calls with the care providers have a rough sense of scale of the outbreaks.

Karen Atkinson asked for an update on the support offered for the homeless population. Dr Linda Collie explained that currently through the homeless healthcare project the homeless population in Portsmouth had been temporarily housed in local hotels. We are actively supporting them and are in conversations about what happens when the accommodation ends. They have access to healthcare and teams are going in regularly to support them. Dr Carsten Lesshafft commented that he had heard that the hotel had been damaged and asked who would pay for this. Dr Linda Collie said that this was unclear but we are continuing to support them as much as possible. Innes Richens commented that Portsmouth City Council has the contract with the hotel.

Jackie Powell asked if it would be possible to know the numbers of those who had died locally as a result of Covid-19. Dr Linda Collie said that it would be difficult to know as in the beginning we only tested and recorded those admitted to hospital. Innes Richens said that he would be happy to speak with Helen Atkinson as he understands Public Health are doing a lot of work around infection rates and deaths which will give a sense of scale for the city. He agreed to share the City dashboard information with Governing Board members.

Action: I Richens/H Atkinson

Dr Linda Collie said that she would like to commend the care homes on their hard work in managing the outbreaks.

Graham Love requested that a list of PCN groupings be circulated to members in due course.

Action: J Jeffs

The Governing Board accepted the report and agreed to:

- Note the key components of the covid-19 response delivered with partners in Portsmouth, Portsmouth & SE Hampshire and Hampshire & Isle of Wight.
- Acknowledge the significant efforts of staff working in the care and NHS sector caring for people during this covid-19 epidemic.
- Acknowledge and thank all of the staff in the CCG for their effort, work and attitude throughout this response and into the next phase.

5. Finance

5a. 2019/20 M12 Finance Report

Michelle Spandley presented the Month 12 Finance Report noting that it was subject to audit which is ongoing, and shows that we ended the year with a small in-year surplus and therefore achieved the expected forecast position and planned underspend. The main pressure throughout the year included mental health packages of care and growth in prescribing costs. The CCG achieved the planned underspends in areas such as vacant space and primary care as well as holding contingency and reserves in order to cover off costs pressures. The auditors are working through the annual plan and report and have a further 4 weeks to complete their audit this year as a result of Covid-19, however we only received a few days grace in order to submit our final year end plans which we did on time.

Since 23 March 2020 we have been working with new national guidance in response to the national incident. The CCG received £128k of reimbursement for Covid-19 related expenditure and is working closely with the Council and other partners to ensure appropriate reimbursement through 2020/21.

David Scarborough asked about the additional funding for practices around Covid-19 related costs and if there is any indication if the additional funding support will continue past the end of June 2020. Michelle Spandley explained that the CCG is currently looking at guidance and it is likely that the funding support will extend until end of October but is predominantly linked to block payments to NHS Trusts. There is ongoing dialogue with practices and the Primary Care team around appropriate recharges for Covid-19 related costs. Therefore this is likely to be an ongoing process until at least October 2020.

Jackie Powell asked about the mental health investment standard and if it will continue into 2020/21. Michelle Spandley explained that some indication from the centre as to where some of the other national targets fit for rest of 2020/21 as we talk about restoring and recovery. One of them is around mental health investment, however it is difficult to see how we can deal with things in a normal way given that in the first three months of the year we have not be able to do any of the things that we were planning on doing and given the changed environment we may not want to continue and may want to invest in other things. Therefore it is an ongoing question and there will be more to come as we try to start to get back to normality, and need to challenge some assumptions given we do not have the same control over our monies as we would have if we were Covid-19 free.

The Governing Board accepted the contents of the Finance Report and noted that the CCG has met its financial target to breakeven against its allocation in 2019/20.

Dr Helen Atkinson joined the meeting.

5b. Financial Strategy and Budget Setting 2020/21

Michelle Spandley presented a paper which provided an update to the Governing Board on the impact of the Covid-19 response on the 2020/21 financial position. She explained that at the meeting in March we discussed the need to move our 2020/21 financial position to £1.5m surplus in order to address the wide Hampshire and Isle of Wight financial recovery. This paper provides the process in which we do our normal planning and details the budget we would normally be setting if Covid-19 had not happened. However, all of this planning is currently on hold in response to the current national crisis.

Michelle drew attention to page 51 of the paper explaining that initial guidance took us to the end of June/July and we have just heard that this is going to be extended in some way until October 2020 however we are unsure of the full picture. We are currently working in a regime where our allocation is being used in the following ways:

- Local NHS Trusts receiving block payments from the CCG;
- Independent sector contracts have been suspended for elective activity;
- Hospital discharge programme;
- Continuing healthcare and funded nursing care assessments postponed (and charging will be via hospital discharge programme);
- Hospices to receive national grants – this is on top of what we pay them.

The figures in the chart on page 51 show where we are paying above and below what we would consider normal amounts.

More guidance has been received in the past couple of days. Trusts have a more defined process of receiving block payments from CCGs, reimbursement for Covid-19 costs and a

top-up to reflect other income sources lost as a result of the crisis. The ultimate aim is for them to break even on a month by month basis. We believe there will be a similar regime for CCGs as spending is known, through the use of block payments, and there will be reimbursement for the hospital discharge programme and other Covid-19 costs and then our allocation will be adjusted so that we break even. The finance team are continuing to work through the guidance in order to understand its impact for us now, and for the rest of this financial year and into the future.

Our original plans locally would have assumed a largely break-even plan, given that the Trusts and our neighbouring CCGs would have received Financial Recovery Fund monies.

Dr Carsten Lesshafft asked if Trusts will honour whatever they have been paid for activity-wise as this could lead to quite long waiting lists. Michelle Spandley explained that we were already trying to work in a different way with Portsmouth Hospitals Trust to ensure we get the right outcome for our patients. This includes the need to ensure we get the right transformation for the right level of funding whilst remembering that they are currently running in a deficit position.

The Governing Board accepted the update to the paper (slide 13) outlining the current impact of COVID-19 on the 2020/21 financial position.

6. Papers for Information/Noting

The following papers were presented for information/noting.

- a. Full Staff Register of Interest (All Staff)
- b. Emergency Preparedness Resilience and Response (EPRR) Year End Report 2019/20
- c. Governing Board Annual Work Programme 2020/21

Dr Carsten Lesshafft commented on the Emergency Preparedness Resilience and Response (EPRR) report and that all the Government plans for tackling Covid-19 were deemed influenza plans. Our EPRR plan is also a flu pandemic plan and would it therefore be better if we just called it a pandemic plan.

Karen Atkinson commented on the Governing Board Annual Work Programme noting that the Quality and Safeguarding Committee minutes should go the Governing Board Part II meetings only not Part I meetings. It was agreed the programme would be amended to reflect this.

Action: J Collis

The Governing board accepted the papers.

7. Any Other Business

Covid-19 Data

Dr Elizabeth Fellows asked Helen Atkinson if she had any information to share regarding Covid-19 data in relation to deaths and excess deaths.

Innes Richens informed members that Matt Gummerson, Strategic Lead for Intelligence, Public Health, is putting some information regarding this and it might be something that could be shared with Governing Board members.

Helen Atkinson gave some background explaining that she and Matt Gummerson are on the LRF cell which takes the national evidence base and work that is being done across the country that has fed into the Scientific Advisory Group for Emergencies (SAGE) in order to build a local model. It is expected that there will be several waves until we are

further ahead with a vaccine with the majority of the population vaccinated. A huge compendium of all the data available for the whole of Hampshire and Isle of Wight has been produced and there is also data for individual CCG/Local Authority geography. A “Gold dashboard” is shared with Portsmouth City Council every week which includes all the information mentioned previously. Helen Atkinson proposed inviting Matthew Gummerson to do a presentation to the Governing Board. Members requested that the Gold Dashboard information was shared with them on a regular basis.

Action: I Richens/J Jeffs

Jackie Powell asked how the City had been doing in respect of the transmission of the virus. Helen Atkinson said that it was difficult question and there is a lot about Portsmouth as a community and culture that is linked to the fact that we have lower numbers. As a whole the residents do not travel a lot and have been largely compliant and in general people have adhered to the guidance and to a certain extent being an island has also contributed to these factors and to Portsmouth having lower numbers.

Dr Nick Moore asked about the testing and contact tracing app and if there was any information about when we might be getting it. Helen Atkinson explained that as members will know it has been rolled out on the Isle of Wight and quite a lot of people signed up to the app. The contact tracing element is going live this week and 15,000 people have been recruited for the contact centre.

Register of Interests

Dr Linda Collie noted that she had signed up to the COVID CAS 111 service as a clinician and would therefore need to amend her entry.

Action: L Collie/J Jeffs

Governing Board Meeting Feedback

Dr Elizabeth Fellows asked if members could provide any feedback to Justina Jeffs on their experience of holding the meeting via videoconferencing to inform future arrangements.

Action: All

8. Date and Time of Next Meeting in Public

The next Governing Board meeting will take place on Wednesday 15 July 2020 at 2.00pm.

Jayne Collis
21 May 2020

Governing Board - Attendance Log

Member Name	May 20	Jul 20	Sep 20	Nov 20	Jan 21	Mar 21
Helen Atkinson	✓					
Karen Atkinson	✓					
Dr Linda Collie	✓					
Dr Elizabeth Fellows	✓					
Margaret Geary	✓					
Alison Jeffery	A					
Dr Carsten Lesshafft	✓					
Graham Love	✓					
Dr Nick Moore	✓					
Jackie Powell	✓					
Innes Richens	✓					

Member Name	May 20	Jul 20	Sep 20	Nov 20	Jan 21	Mar 21
David Scarborough	✓					
Andy Silvester	✓					
Dr Simon Simonian	✓					
Michelle Spandley	✓					
Dr Tahwinder Upile	A					
David Williams	A					

Key: ✓ - Present
A - Absent