

Meeting		Active Kent and Medway Partnership Board	Date	Thursday 17th April 2024
Location		Tonbridge School, Tonbridge / Online via Teams	Time	10.30am – 12.30pm
Board Members		Graham Razey (Chair), Natalie Curtis (Equalities Champion), Adam Lawrence , Liu Batchelor , Gurvinder Sandher , Derek Lewis , Chris Morgan , Kathryn Edwards , Luke McCarthy , Tom Marchant (Kent County Council – Host Representative), Liz Davidson (AP Director),		
Board Members Present		Graham Razey (GR), Natalie Curtis (NC), Tom Marchant (TM), Liz Davidson (LD), Adam Lawrence (AL), Derek Lewis (DL), Chris Morgan (CM), Luke McCarthy (LM), Kathryn Edwards (KE), Liu Batchelor(LB) – via Teams		
Attendees Present		Andrea Murphy (AM), Natalie Harris (NH), Louise Milne(LM) – via Teams Karen Bird (Active Kent and Medway – Notes)		
Item No	Item	Comments		Action Lead
1.	Welcome and Apologies for Absence	Apologies were received from Gurvinder Sandher.		
2.	Declarations of Interest	There were no declarations of interest.		
3.	Minutes of the meeting held 25 th January 2024 including any confidential minutes	Members approved the notes for the meeting held in January 2024.		

4.	Matters arising not covered by this agenda	<p>AM was asked to report on how many unique users of the website and activity finder there were. There were 6,900 unique users and of these 1,300 were new unique users to Active Kent & Medway. LD will circulate the graph to show trend. The increases on the Every Day Active website correlates with when we run challenges. Increases on the Active Kent & Medway website links to the better weather. AM to confirm what is pushing users to the sites, by identifying what pages are most visited?</p> <p>In light of the forthcoming General Election GR and LD looked at the Labour party position on physical activity and health. No significant information is currently available.</p>	LD AM
5.	Update Reports - <u>Chairman's Report</u>	<p>All significant policies are now in place. GR has undertaken an initial review of the membership of the Committees and has made suggestions as per circulated paper and for discussion.</p> <p>GR and LD have had discussions as part of their regular catch up meetings regarding Place based working, more information in Director's report.</p> <p>GR asked that Board members propose agenda items (and share with himself and LD) for upcoming Board meetings for discussion based on areas they would like to better understand and/or feel need greater consideration.</p>	
6.	Update Reports - Directors	<p>Highlights from the Directors Report included:</p> <p>Finalising MOU with Public Health, currently working on performance indicators. LD will come to Board for agreement before being signed by Director of Public Health. Pleasingly the newly launched Kent and Medway Integrated Care Strategy both references and includes targets for increasing activity levels for the adult populations.</p> <div style="background-color: black; height: 20px; width: 100%;"></div>	

		<p>[REDACTED]</p> <p>This project will be in addition to current MOU under discussion. LD will keep board updated on the discussion regarding this proposal. KE to be included in next conversation with Public Health.</p> <p>Active Kent & Medway are to take part in a pilot programme for multisport facilities improvements activation. The pilot is starting now and has £143k of funding. £130k of the funding is to be used on 13 sites. There is a geographical spread across the county. All Districts were offered the opportunity to participate. Some turned down the opportunity because there were not in a position to accept the funding.</p> <p>The question of Districts non-paying their annual contribution and how can the Board challenge these decisions was discussed. This may be by Members contacting Leaders or Chief Executives, or a possible Board meeting with leaders and key officers to highlight information in district reports. Even though Sevenoaks and Tonbridge & Malling have both indicated they will not be contributing this financial year they have both pledged to the support the strategy.</p> <p>[REDACTED]</p>	<p>LD</p> <p>KE</p> <p>KB</p> <p>LD</p>
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7.	School Games – Journey to date, impact of recent changes and future direction	<p>NH explained the evolution of the school games from the original multi-sport competition open to all young people aged between 4 and 18 to the current delivery model of targeting those schools with the least active highest numbers of children eligible for free school meals. Listening to the youth voice enables AKM to give them what they want, in the setting they want.</p> <p>CM – historically the school games were huge events but no community sports structure for participation.</p> <p>Questions included:</p> <p>What is in place of the competitive school games? NH - there are elements of schools games delivered via NGBs and SGOs.</p> <p>How is funding allocated? Unfortunately the school games areas, don't match district boundaries, but every SGO has allocation of schools and an allocation of funding.</p> <p>AKM's primary role is advocating to schools the importance of physical activity, impact of the School Games and how to work with School Games Organisers.</p> <p>NH was asked how she would change things going forward. NH - The SGO network needs to be looked at to decide the best possible new structure moving forward. How to structure ?</p>	

		AKM could host the SGOs. This would make better use of the funding and will reduce the current inconsistency in approach.	
8.	Active Lives Children and Young People Survey – does data reflect what we are seeing? Potential changes to approach	<p>LM described the importance of the Active Lives CYP survey project and how the 128,000 surveys collected by Active Partnerships nationally, from randomly selected schools, is used to help address the inequalities gap locally.</p> <p>The Board discussed and agreed to the proposal to manage all elements of the survey project in-house in order to improve the number of schools taking part and surveys completed across the county.</p> <p>The Board also expressed their concern over the low number of 'active' (60mins+/day) CYP nationally and locally and the lack of investment into secondary schools and colleges compared to the ring-fenced PE and Sport Premium funding received by all primary schools.</p>	
9.	Finance Report	<p>KB presented the draft finance report for the final position of the 2023/24. LD, KB and LM have met and will continue to meet and discuss an improved format for the presentation of financial Board Reports.</p> <p>The Draft 2024/25 budget was also presented to the Board for approval. It was noted that additional Sport England funding will be received but cannot be included until the official offer letters have been received.</p> <p>DL – Why is the Coaching bursary actual so low? KB Some grants were allocated against other funding streams and other grants have been awarded but not claimed.</p>	
10.	KPI Report	<p>AM reported targets achieved in all areas except 1) Move Together pledges and 2) Disability / LTHC training targets.</p> <p>OSF data was provided by the Active Partnership Network in a raw format but needs to be refined for the use in our KPI reporting.</p>	LM

		AM is currently looking at updated targets for 2024/25 and these will be shared with the Board at the next meeting.	
11.	Updates to Committee Membership – Nominations and Audit & Governance	<p><u>A&G Committee</u> Meeting arranged 11th June 2024</p> <p><u>Nominations Committee</u> Paper provided for discussion. All proposals agreed and nominations ratified.</p> <p>Senior Independent Director - Gurvinder Sandher Nominations Committee - Adam Lawrence (Chair) , Gurvinder Sandher , Liz Davidson Audit and Governance Committee - Derek Lewis (Chair), Luke McCarthy AN Other TBC In attendance – Liz Davidson and Karen Bird</p> <p>Welfare and Safeguarding Champion - Chris Morgan</p> <p>Pillar Links</p> <p>Health and Wellbeing - Kathryn Edwards, Gurvinder Sandher</p> <p>Connecting Communities - Adam Lawrence</p> <p>Supporting Sport - Adam Lawrence, Derek Lewis</p> <p>Children and Young People -Graham Razey</p> <p>Active Environments - Liu Batchelor</p>	
12.	Annual Governance Statement	The Annual Governance Statement was discussed and publication was agreed subject to suggested amendments.	

13.	Matters Considered Confidential		
14.	AOB		
15.	Date and time of next meeting	<p>Future confirmed dates:</p> <p>8th July 2024 - 10.30am – 12.30pm - online via Teams</p> <p>21st October 2024 - 10.30am – 12.30pm - venue tbc</p> <p>21st January 2025 - 10.30am – 12.30pm - online via Teams</p> <p>5th June 2024 – 10am – 3pm - Primary PE Conference – Kent Events Centre, Detling Showground</p> <p>16th October 2024 - 9.30am – 2.30pm - Network Conference - Kent Events Centre, Detling Showground</p>	