Board Meeting Notes

Meeting	**Active Kent and Medway Partnership Board**	**Date**	**6th May 2026**
Location	**Shorne Woods Country Parks**	**Time**	**10.00am – 3.00pm**

Board Members	**Derek Lewis** (Chair)**, Chris Morgan, Claire Shelton, Barbara Grogan, Caz Conneller, Nick Jennings, Timothy Oladimeji, Tom Marchant** (Kent County Council – Host Representative), **Liz Davidson** (AP Director),
Board Members Present	Chris Morgan (CM), Barbara Grogan (BG), Claire Shelton (CS), Caz Conneller (CC), Tom Marchant (TM), Liz Davidson (LD)
Attendees Present	Nigel Harrison (NH), Andrea Murphy (AM), Sophie Ward (SW), Elise Rendall (ER) and Selina Baker (SB) (Active Kent and Medway – Notes)

Item No.	Item	Comments		
1.	**Welcome, Introduction and Apologies for Absence**	Apologies were received from Nick Jennings, Timothy Oladimeji and Tom Marchant.		
	Action Items	**Action**	**Assigned To**	**Due Date**
		-	-	-
2.	**Declarations of Interest**	None were received.		
	Action Items	**Action**	**Assigned To**	**Due Date**
		-	-	-

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<tr><td rowspan="3">3.</td><td>Minutes of the Last Meeting 20/01/26</td><td colspan="3">The minutes of the last Board meeting, held on the 20th January 2026 were agreed as accurate.</td></tr>
<tr><td rowspan="2">Action Items</td><td>Action</td><td>Assigned To</td><td>Due Date</td></tr>
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<tr><td rowspan="3">4.</td><td>Chair’s Update</td><td colspan="3">DL thanked the Board for their confidence in his appointment and welcomed feedback from members whilst he settles in.

DL outlined plans to strengthen the Board’s strategic focus, emphasising the need to move away from predominantly retrospective reporting towards more forward-looking discussions. It was agreed that future Board meetings will include a dedicated strategic focus item, starting with a strategic people review, recognising that staff are a key organisational asset.

A Board mentoring scheme was proposed, offering voluntary opportunities for Board members to support staff development through four coaching/difficult conversations per year – SMT or those with team leadership potential. This was seen as a valuable way to strengthen engagement and maximise the Board’s collective expertise.

The Chair also confirmed the introduction of monthly one-to-one meetings with the Director, participation in governance and finance briefings, and attendance at national Chair discussions. An external Board evaluation has commenced, being undertaken by Affleck and Co., and the Board meeting in July will be overseen, with individual Board member consultations in advance.</td></tr>
<tr><td rowspan="2">Action Items</td><td>Action</td><td>Assigned To</td><td>Due Date</td></tr>
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<tr><td rowspan="3">5.</td><td>Director’s Report</td><td colspan="3">The Director’s report highlighted a broadly stable funding outlook, with place-based investment confirmed and indications that future funding is unlikely to significantly reduce. It was noted that funding largely derives from National Lottery sources and remains relatively stable, although final confirmation of priorities is expected within the coming weeks. Anticipated priority areas include workforce, digital, children and young people, long-term health conditions, and tackling inequalities.

Workforce changes were discussed, including unfilled vacancies and organisational changes creating both short-term pressures and longer-term opportunities to reshape the structure. It was noted that some roles are not directly linked to contractual delivery, reducing immediate risk, and that independence planning provides an opportunity to create a leaner and more sustainable structure while investing in staff development and retention.</td></tr>
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<tr><td rowspan="3">6.</td><td>KPI Update</td><td colspan="3">It was noted that many existing measures are historic and linked to previous KCC frameworks. The Board acknowledged the need to refine performance measures to better reflect the organisation’s strategic and system leadership role. While workforce numbers continue to increase, participation metrics have declined due to a shift away from programme delivery towards influencing and capacity-building. The importance of developing more meaningful measures of impact, including qualitative insights and behaviour change, was emphasised. It was proposed to discontinue Move Together sign-ups due to limited value and the resource required. It was also noted that benchmarking opportunities are limited, with Active Lives remaining the primary comparator. AM noted that we do collect a lot of data comparatively.

The Board also discussed challenges in evaluating impact, particularly in capturing behaviour change and system-level outcomes. While post-training surveys and follow-ups are used, there was agreement that more robust and consistent evaluation approaches are needed. Opportunities to align future reporting with charitable impact statement were noted.</td></tr>
<tr><td rowspan="2">Action Items</td><td>Action</td><td>Assigned To</td><td>Due Date</td></tr>
<tr><td>Share NHS questionnaire</td><td>CS</td><td>30/05</td></tr>
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7.	**Finance Update**	Financially, the organisation remains in a stable position, with an underspend carried forward into future budget of £2.5m. This was attributed largely to recruitment delays and the nature of public funding cycles. While underspend is not unusual across Active Partnerships, it creates challenges in balancing prudent financial management with the requirement to utilise funding effectively within set timelines.		
	Action Items	**Action**	**Assigned To**	**Due Date**
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8.	**Audit, Risk and Governance Committee Update**	Th update highlighted ongoing work on the governance action plan, including Board appraisals and risk management. Members discussed the potential need to revisit the Board's risk appetite in light of independence decisions. Progress was also noted on Board recruitment, with applications closing at the end of May, with a focus on strengthening skills across HR, health, and governance, as well as recruitment for a Senior Independent Board member.		
	Action Items	**Action**	**Assigned To**	**Due Date**
		-	-	-
9.	**Projects Programmes Update**	The update focused on the breadth and complexity of place-based work, with AKM identified as operating across four place areas, which is unique within the network. Members noted the value of more detailed programme review sessions to improve understanding, and the need to shift discussions from information sharing towards identifying where Board input can add strategic value. There was also discussion on how Board members can better support place work through their professional expertise, rather than solely through formal attendance at sessions.		
	Action Items	**Action**	**Assigned To**	**Due Date**
		-	-	-
10.	**Matters Arising not Covered by this Agenda**	CC was confirmed as the Board's Environmental Champion. NJ was confirmed as co-opted to the Structural Review Committee.		
	Action Items	**Action**	**Assigned To**	**Due Date**
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11.	**Any Other Business and Date of Next Meeting**	Tuesday 28th July from 10.30am to 12.30pm at Shorne Country Park.		

	Action Items	Action	Assigned To	Due Date
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