

**Medway Council**  
**Meeting of Cabinet Sub Committee (Kyndi Ltd Shareholder Board)**

**Thursday, 26 September 2024**

**4.41pm to 5.41pm**

**Record of the meeting**

**Date of Publication: 30 September 2024**

**Subject to call-in these decisions will be effective from 8 October 2024**  
**The record of decisions is subject to approval at the next meeting of the Sub-Committee**

**Present:** Councillors: Murray (Chairperson), Curry and Paterson

**In Attendance:** Caroline Beaumont, Chief Finance Officer, Kyndi Ltd  
Clare Burgess, Chief Executive Officer, Kyndi Ltd  
Su Irving, Head of Adult Partnership Commissioning and the Better Care Fund  
Robert Kennedy, Head of Operations, Kyndi Ltd  
Jon Pitt, Democratic Services Officer  
Phil Watts, Chief Operating Officer  
Ashley West, Chair of the Board, Kyndi Ltd

**1 Apologies for absence**

There were none.

**2 Record of Decisions**

Subject to 'Claire Beaumont', being corrected to 'Caroline Beaumont' in the list of meeting attendees, the record of the meeting held on 11 June 2024 was agreed by the Sub-Committee and signed by the Chairperson as correct.

**3 Declarations of Disclosable Pecuniary Interests and Other Significant Interests**

Disclosable pecuniary interests

There were none.

Other significant interests (OSIs)

There were none.

Other interests

Councillor Curry declared an interest in relation to agenda item No. 4 (Progress of Business Plan and KPIs). This related to Foord Almshouses mentioned within the exempt appendix to the report as his wife is a Trustee of the Richard Watts Charity. Councillor Curry remained in the room during discussion and determination of the item.

**4 Exclusion of the Press and Public**

The Sub-Committee agreed that the press and public be excluded from the meeting during the consideration of the exempt material relating to agenda items 4, 5 and 6 because consideration of these matters in public would disclose information falling within one or more categories of exempt information contained in Schedule 12A of the Local Government Act 1972 as specified in agenda item 7 and, in all the circumstances of the case, the Sub-Committee considered that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

**5 Progress of Business Plan and KPIs**

**Background:**

This report presented an overview of the progress made against the approved Kyndi Business Plan for 2024 – 2027, as well as Key Performance Indicator (KPI) targets.

Key milestones during Quarter 1 2024/25 included implementing change of the digital lifeline and peripherals from the existing provider for short term mitigation of risk; mobilisation of the finance system and; completing the organisational restructure of Kyndi.

Exempt Appendices to the report set out the Quarter 1 monitoring report, restructure proposals and a case study.

It was requested that Kyndi representatives give a presentation to Medway Council's Cabinet in relation to their plans and that consideration be given to a presentation being given to all Council Members.

It was proposed that the recommendation set out in the report for in principle approval to be given to the restructure of Kyndi be amended so that this approval would be subject to the company obtaining external legal advice and advice regarding the tax implications.

**Decision  
number:**

**Decision:**

**The Sub-Committee noted the updates provided.**

- 6/2024**                    **The Sub-Committee gave in principle approval for the group re-structure as set out in the paper appended to the Board report in Appendix 1, subject to the company obtaining external legal advice and advice regarding the tax implications.**
- 7/2024**                    **The Sub-Committee agreed to delegate authority to the Assistant Director, Legal and Governance to review the advice, consult with the Chairperson of the Sub-Committee and confirm the in principle decision to effect the restructure.**

**Reasons:**

In order for the company to fulfil its purpose, the Shareholder should monitor progress of its objectives against the Business Plan.

**6 Financial Monitoring Q1 2024/25**

**Background:**

This report set out the 2024/2025 Quarter 1 financial monitoring for Kyndi Ltd under new governance arrangements that had been established earlier in the year.

The Strategic Plan for the company had been approved at the Shareholder Sub-Committee meeting held on 11 June 2024. This included financial projections for the three years 2024/25, 2025/26 and 2026/27, against which financial performance would be monitored.

An Exempt Appendix to the report set out an overview of the forecast position provided by the company and presented financial performance in terms of the variance between the first quarter's actuals against the quarterly budget, splitting the company's income and expenditure between telecare, CCTV and head office functions. Net profit for the quarter was broadly in line with the budget, reporting a very modest overspend of £1,779.

***Decision number:***

***Decision:***

**The Sub-Committee noted the contents of the report and its appendix and set out the expectation that Kyndi Ltd would breakeven by the end of 2024/25 financial year.**

**Reasons:**

In order to fulfil its role as shareholder, on behalf of the Council, the Sub-Committee must be appraised of the financial performance of the company.

## **7 Review of the Company's Risk Register**

### **Background:**

This report set out the Strategic Risk Register for Kyndi Ltd. This had been prepared by the company in a format that allows risks to be ranked and prioritised.

The Risk Register which was regularly reviewed by the Board, was comprehensive, including closed risks and those being managed under 'business as usual', in addition to those which required further management action.

Significant work had been undertaken to mitigate those risks categorised as 'high' in quarter 1 and Kyndi Ltd no longer scored any risks as 'high' under its scoring convention.

An Exempt Appendix to the report set out the Kyndi Ltd Strategic Risk Register.

***Decision  
number:***

***Decision:***

**The Sub-Committee noted the contents of the report and its appendix.**

### **Reasons:**

In order to fulfil its role as shareholder, on behalf of the Council, the sub-committee must be regularly updated regarding the risks affecting the company and its activity and the action being undertaken to manage those risks.

### **Chairperson**

**Date:**

**Jon Pitt - Democratic Services Officer**

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