



MidKent College

GOVERNING BODY

SEARCH & GOVERNANCE COMMITTEE

Minutes of the meeting of the Search & Governance Committee held on Thursday 29 February 2024 at 1700hrs in the Principal's Office at Medway.

Present: Mrs A Woodhouse Chair
Mr S Cook
Mr C Reynolds

In attendance: Ms C Burkin Clerk to the Governing Body

1 Declaration of Interests

None declared.

2 Apologies for Absence

Apologies for absence were received from Mr M Cook and Mr J Williams.

The Committee was quorate.

3 Minutes of the Meeting held on 4 October 2023

The minutes of the meeting held on 4 October 2023, Paper GBS&G23/520, were accepted as a true record and approved by the Committee.

4 Matters Arising

As this meeting focused on confidential items most of the matters identified for action would be reviewed at the next Committee meeting in April 2024.

1. Attendance concerns – BF April 2024.
2. Rebalancing – BF April 2024.
3. Link Governors – S Cook suggested Governors for the Skills Link Governor. BF April 2024.

4. External Review Action Plan – BF April 2024.
5. Bespoke Training - Risk Appetite was agreed at GB 19/10/23 and no further training required. **Complete.**
6. Scheme of Delegation – BF April 2024.
7. External Review Action Plan – BF April 2024.
8. Risk Register – removal recommended to GR&A Committee – **Complete.**
9. GB/Committee Attendance – BF April 2024.
10. Membership – M Prentis – **Complete.**
11. Membership – S Hardie – BF April 2024
12. Membership of S&G Committee – **Complete.**
13. Membership of QTL Committee – **Complete.**
14. Membership – C Richardson – **Complete.**
15. Third Year Review – M Woolston - **Complete.**
16. Third Year Review – due this year – BF April 2024.
17. Link Governor – EDI – BF April 2024.
18. Link Governor – SIG not required – **Complete.**
19. AOC Code - Complete.
20. AW 1:1s with Governors – BR April 2024.
21. ETF Training Modules – instructions resent – **Complete.**
22. Skills Audit – share with Principal once completed – **Ongoing.**

Confidential items

5 Governance Update from the Principal

This item was minuted as confidential. The Principal updated members on a matter of governance which required no action.

6 Options – approach to appointment of the Chair

This item was minuted as confidential.

Members agreed the proposed process would be recommended to the Governing Body under a confidential item on 21 March 2024.

Action: A Woodhouse

7 Options – Chair’s Evaluation

This item was minuted as confidential.

S&G members agreed the process for **recommendation** to the Governing Body on 21 March 2024 for agreement and for commencement in June 2025.

Action: A Woodhouse

8 Any Other Business

S Cook informed members of a potential Governor and asked the Clerk to follow up and report back at the next meeting.

9 Date of Next Meeting

The next meeting is scheduled for Thursday 25 April 2024 at 5pm on teams.

The meeting closed at 18.35.