MidKent College

GOVERNING BODY

SEARCH & GOVERNANCE COMMITTEE

Minutes of the meeting of the Search & Governance Committee held on Thursday 29 January 2026 at 1700hrs via Teams.

Present:	Mrs A Woodhouse	Chair
	Mr S Cook	
	Ms A Currie	
	Mr P Fleming	
	Mr A Hindson	
In attendance:	Ms C Burkin	Clerk to the Governing Body

1 Declaration of Interests

None declared.

2 Apologies for Absence

No apologies for absence were received.

3 Minutes of the Meeting held on 25 September 2025 & confidential minutes

The minutes of the meeting held on 25 September 2025, Paper GBS&G25/604 and 604a, were accepted as a true record and agreed by the Committee.

4 Matters Arising & Urgent Action - GBS&G25/605

All matters were either on the agenda or complete except for:

1. AOC Code – A Woodhouse to follow up with DPO and present at the next meeting. **Ongoing**.
2. Chair & SPH Appraisal – to be arranged for June/July. A Woodhouse and Governance Professional to organise. **Ongoing** A Woodhouse/P Fleming to discuss.

The Chair of Governors requested the College consider funding a master's degree related to education/governance. It was agreed the Governance Professional would gain advice and report back.

Action: Governance Professional

5 Search Items

5.1 Membership & Vacancies Update **-** Paper GBS&G25/606

Members reviewed the current membership of the Board and discussed gaps, noted the following:

Governor with Legal Expertise – confirmation had been received from a potential governor who could start in September 2026. The Chair of Governors will meet the person for an informal chat and report back.

Action: P Fleming next meeting

Alex Hindson proposed a co-opted member for the GR&A Committee and members considered his CV. They agreed to recommend the co-option to the Governing Body in March 2026. In the meantime, the proposed co-opted member would be invited to observe the next Committee and meet relevant colleagues.

Action: Chair/Governance Professional

Senior Independent Governor (SIG) – members were reminded that consideration of this position had been previously discussed. It had been agreed that the Vice Chair conducts this role and a SIG was not required.

The Chair, Peter Fleming, reported back from the Governor 1:1/self-assessments that had taken place so far and members noted the following changes:

- Mike Prentis to step down from GR&A Committee and continue on F&R Committee.
- Andy Cole to join F&R Committee.

These changes will be actioned following the next round of Committee meetings.

Action: Governance Professional

Members noted the terms of office that are coming to an end in December 2026 and will consider actions required at the next meeting.

Action: Governance Professional

5.2 Attendance & Governor Visits Update - Paper GBS&G25/607

Members reviewed the attendance data for Board/Committee in 2025/26 with no concerns raised.

They discussed the Link Governor attendance and agreed to monitor and review if actions were required.

Action: June 2026

Members reviewed the attendance at the Governor Visits 2025. They noted the new model gave Governors advance notice of the visits and a structured process. They agreed the model would continue but further encouragement would be given to Board members to attend the visits.

Action: A Woodhouse at Governing Body March 2026 & reviewed at S&G in June 2026

Peter Fleming left the meeting

6 Governance Items

6.1 Governor Training 13 May 2026 TBC - GBS&G25/608

Members reviewed previous training topics.

They noted that the External Board Review highlighted the need to remind Governors of the Nolan Principles and agreed a refresh of governor's role/duties would be useful training. They tasked the Governance Professional to explore this and feedback ideas and potential trainers at the next meeting.

Action: Governance Professional

The Chair of Board reflected on the comments from his 1:1 meetings with Governors regarding training and it was agreed the brief for all training must be clear regarding the content and audience.

It was agreed that the Committee would review the approach to training for 2026/27 at their June Committee.

Action noted for June 2026.

6.2 Skills Audit form proposed amendment GBS&G25/609

The draft form was presented and had been updated in line with the current College's Strategic Plan 2020-2030:

- Education – we will provide outstanding teaching and learning that equipes students with the knowledge, skills and confidence to progress.
- Economy – we will align our provision to the needs of local employers and key growth sectors, contributing to regional prosperity and national priorities.
- Community – we will be a visible and active partner in the communities we serve, working together to raise aspirations and create opportunities.
- Inclusion – we will champion quality, celebrate diversity and ensure that everyone feels welcome, valued and supported to succeed.

- Student Experience – we will place students voice, wellbeing and achievement at the heart of everything we do.

Members noted the form was completed bi-annually by Governors and any incoming Governor.

The form was agreed for the next circulation by the Governance Professional.

Action: Governance Professional

7 External Review Action Plan – monitoring update - Paper GBS&G25/610

Members reviewed the proposed draft EBR action plan and considered the following actions and agreed solutions:

EBR action 1 – the draft Standing Orders were presented. These included an amendment on page 8 stating - Attendance target of 80% is expected from all members at Governing Body and Committee meetings. Members agreed this amendment.

EBR action 3 – Stakeholder mapping – the Governance Professional explained the current map is being reviewed by C Hare and that he would approach the Board/individual Governors, as and when he required assistance with a particular stakeholder. Members agreed this approach.

EBR action10 - examples of Summary Sheets were presented for consideration:

- Amended MKC summary sheet
- Example from another College

Members discussed how to improve the summary sheet to ensure it is useful to the reader. They asked the Principal and Governance Professional to re-design the summary sheet and bring a draft to the next meeting.

Action: S Cook/Governance Professional

Members agreed the action plan for **recommendation** to the Governing Body.

Action: A Woodhouse

8 Date of Next Meeting

The next meeting is scheduled for Thursday 30 April 2026 at 5pm.

The meeting closed at 18.29hrs.