MidKent College

GOVERNING BODY

Minutes of the meeting of the Governing Body held on Thursday 9 July 2026 at 17.00hrs in the Social Zone at Maidstone

Present: (63% attendance)

Mr P Fleming	Chair	Mr S Cook	Principal CEO	Mr M Prentis	
Mr S Adebisi	Student Governor	Ms A Currie		Mrs L Snedden	Staff Governor
Mr N Baveystock	MKCTS Chair	Mrs J Dyakova		Mrs S Vaux	
Mr A Cole		Miss B Jossi	Staff Governor	Mrs A Woodhouse	

In attendance:

Ms C Burkin	Clerk to the Governing Body
Mr C Hare	Executive Director of Employers & Corporate Services
Ms C Hart	Executive Director of Student Experience
Dr Jim Mawby	Executive Director for Curriculum & Quality
Mr J Thirgood	Chief Financial Officer
Guests	
Ms L Oldham	Financial Controller
Ms L Skillen	Director of MIS & Exams

1 Declaration of Interests

All members' interests are numbered and referenced on the Declaration of Interest log available from the Clerk.

2 Apologies for Absence

Apologies for absence were received from Professor M Abdel-Maguid, Miss L Adcock, Mr S Hardie, Mr A Hindson, Mr S Jackson, Mrs A Orhiere and Mrs M Quadri.

The Chair welcomed guests to the meeting.

3 Minutes of the Meeting held on 21 May 2026 - Paper SGB25/1936

The minutes of the meeting held on 21 May 2026 were accepted as a true record and signed by the Chair.

4 Matters Arising Document – Paper SGB25/1937

All the outstanding matters were either actioned, completed or on the agenda.

Simon Cook, Principal/CEO informed the Board that he had received instruction from the DfE on 8 July 2026 to table a letter regarding changes to the College Financial Handbook (appendix 1). Members noted the content and it was agreed a summary of the changes would be available for reference on Board Intelligence.

Action: Governance Professional

STRATEGY

5 Proposed Group Budget 2026-27 - Paper SGB25/1938

Alison Currie introduced the paper and James Thirgood gave a presentation of the report to Governors.

This discussion was minuted as Confidential.

Members thanked J Thirgood and the F&R Committee and **approved** the budget.

6 Accelerator Plan Update - Paper SGB25/1939

Simon Cook introduced the paper which updated the Board on the development of the MKC Strategy into Operational Delivery and the Accelerator Plan.

He highlighted to members the shifting focus and simplification of targets over time to help provide operational planning integration. Members also discussed options for assigning cash reserves and the parameters for Accelerator Plans.

Members discussed the four options and agreed the light touch. They encouraged Executive to bring forward initiative plans that can be strategically considered and noted that the Executive will be working together on this over the summer period to bring an update to the next meeting. They were also asked to consider anything the College could stop doing with a positive impact.

Action: S Cook

Governors reviewed the thresholds for business case approval with the option to increase the approval amounts to be explored and bought forward for consideration.

Action S Cook

Members thanked the Executive for the continued work on these plans and looked forward to future reports.

7 Joint Annual Accountability Statement & Combined Duty Review 2026-2027 - Paper SGB25/1940

Chirs Hare and Jim Mawby presented the report by presenting slides to remind members of the requirements and content of the statements.

Members were reminded that a Task & Finish Group of Governors was formed to review and scrutinise the development of the College's annual combined accountability and duty of need statement for 2026-2027. All comments had been included in this year's statement which was also updated to reflect any external reference data, including the updated Local Skills Improvement Plan (LSIP) for Kent & Medway. Governors triangulated the documentation with the current FE landscape regarding NEETS and noted the endorsement of LSIP.

Members were also informed that the College was required to complete a Strategic Transition Planning Statement for the DFE and this had been prepared by the Exec Director for Curriculum & Quality and submitted by the deadline.

Members noted the positive feedback from stakeholders and thanked those involved in preparing the statements. They approved the documents for submission to the DfE and publication on the College website.

Action: C Hare

SCRUTINY

8 Principal & CEO Report – Paper SGB25/1941

Simon Cook Principal/CEO presented his report to members.

He highlighted changes in the data report and members felt that the inclusion of actual numbers in future reports would add clarity to the figures such as attainment and retention.

Action: S Cook

Members noted the good news stories including a recent student trip abroad. E Mernagh informed members of the significant growth in confidence in the students who visited Thailand. A Cole had attended the Student Awards and fed back to members the high achievements celebrated at the event. S Vaux informed members she had attended the Stakeholder Dinner and was impressed with how the event benefited the student experience.

Governors thanked S Cook and **accepted** the report

9 Safeguarding Update – Paper SGB25/1942

Sarah Vaux, Safeguarding Governor presented the report which provided assurance that Safeguarding arrangements remained effective, with strong oversight and no identified concerns regarding the quality of practice.

Members noted referral numbers had continued to increase providing evidence of a positive Safeguarding culture in which staff and students were confident to report concerns. They noted the interim leadership changes within the safeguarding team had been successfully managed,

ensuring continuity of support and oversight.

They remained concerned that the main safeguarding themes continued to be mental health, self-harm, online safety and relationship-based concerns but were assured by how these were being managed with in the College. Members raised concerns regarding capacity but were assured that staff wellbeing remained a focus.

E Mernagh highlighted the new Keeping Children Safe in Education (KCSiE) guidance had some significant changes in 2026 and this will be circulated for Governors to read and understand. Governors were assured by the plans to implement the changes.

The Chair informed the Board of a recent visit where he shadowed front-line staff at Medway and was impressed and assured that the staff were aware of student needs and took action as required.

Governors thanked S Vaux and **accepted** the report.

10 Framework for Strengthening Student Voice, Representation and Engagement – Paper SGB25/1943

Student Governor and Student Union President, Samuel Adebisi introduced the paper which proposed a framework for strengthening the student voice representation and engagement with the Board.

He highlighted that the proposal has been informed by his experiences as both Student Governor and Student Union President and supported future student representatives by strengthening the structures through which student voice contributed to governance, decision-making and College improvement. The framework sought to improve participation, visibility, communication and collaboration between students, Student Union Officers, Student Governors, College leadership and the Governing Body.

Members thanked S Adebisi for the paper. They noted and supported the framework. E Mernagh assured members that the SU were well supported and agreed with the content. The Chair informed members that opportunities to meet and interact with SU Officers had been built into the Governing Body cycle for 2026/27.

A Woodhouse agreed to review and take the proposal forward with the S&G Committee.

Action: S&G September 2026

Members took the opportunity to thanks Samuel for his contributions throughout the year and to wish him well for the future with a card and gift.

Samuel Adebisi left the meeting.

11 Update from Chair of MidKent College Training Services Ltd (MKCTS) - Paper

SGB25/1944

Nick Baveystock introduced the update as the Chair of MKCTS Ltd. regarding the performance of MKCTS since the last meeting.

He highlighted updates on Company operations reporting the TS budget growth was on target. Members noted that these had been discussed at the MKCTS Company board meeting 5th June 2026.

Governors **accepted** the report.

12 Minutes of the Quality, Teaching and Learning Committee (QTL) held on 9 June 2026 - Paper SGB25/1945

Andy Cole introduced the minutes of the QTL Committee and highlighted:

- Revised KPIs were to be developed and aligned to both improving national benchmarks and datasets used by Ofsted with recommended KPI's will be brought to the next Committee.
- Committee agreed the Executive will provide regular reporting of enrolment analysis and achievement data.
- A detailed summary of the College SAR/QIP process, including key dates, will be provided to further enhance oversight and provide assurance to the Committee.
- The Operational Risk Register was discussed and the Committee agreed it will be updated by the Executive to reflect the return to a more data-led inspection framework, together with revised scorings.
- Committee's Terms of Reference and its Improvement Plan were discussed, amended and presented to the Board for approval.

Recommendations for approval by the Governing Body:

- Committee's Terms of Reference – approved.
- Improvement Plan - approved.

Governors **accepted** the minutes and **approved** the recommendations of the Committee.

13 Minutes and confidential minutes of the Group Risk & Audit Committee meeting held on 11 Jun 2026 - Paper SGB25/146

Mike Prentis introduced the minutes in the absence of Alex Hindson. noting that the meeting was held in person. He highlighted the following points of discussion:

- The Closed Session had carried out the annual assessment of the internal and external auditors with improvement points fed back by the CFO.
- Group's AI Governance – a strengthened framework was recommended to be bought back to the Board.
- Group's Cyber Security – external assurance was gained that the current approach met mandatory best practice standards.
- Delivery of 2026/2027 Internal and External audit plans were discussed and agreed.
- The Committee reviewed and updated its Self-Assessment and Terms of Reference noting that

Committee papers are now being pre-presented for approval prior to publication and were more focused and succinct. Steady improvement had been made in embedding risk management.

Recommendations for approval by the Governing Body:

- Committee SAR/QIP – approved.
- Committee Terms of Reference – approved.

Governors **accepted** the minutes and **approved** the recommendations of the Committee

14 Minutes and confidential minutes of the Finance & Resources Committee meeting held on 25 June 2026 - Paper SGB25/1947.

Alison Currie introduced the minutes of the Finance & Resources Committee.

Members noted the main discussion was around the budget as presented in item five.

A Currie summarised that the Committee also received papers from the People Team regarding data/analytics and planned progress to develop succession planning. An improved financial position was noted as the year end approached. The Committee noted the work underway to implement new accounting standards and the new sector benchmarking data which provided assurance that the College remained in a good position.

The Committee reviewed and discussed their self-assessment and terms of reference which were presented for approval by the Governing Body.

Recommendations for approval by the Governing Body:

- Committee SAR/QIP – approved.
- Committee terms of reference – approved.

Governors **accepted** the minutes and **approved** the recommendations of the Committee.

15 Policies for approval - Paper SGB25/1948.

The following policies were noted as having been reviewed by the authors with only minor changes and therefore approval were not required but were listed for noting. All had been noted at Committee

- Admissions (QTL Committee)
- Careers (QTL Committee)
- CCTV (GR&A Committee)

Members noted the policies.

GOVERNANCE

16 Minutes of the Search & Governance Committee meeting held on 15 June 2026 - Paper SGB25/1949.

Angela Woodhouse introduced the minutes of the Search and Governance Committee. The Committee considered:

- appropriate succession planning and recruitment was in place to deal with governance matters.
- a recruitment plan included appointing external agencies to assist with specialist roles for finance and curriculum experience.
- CPD for the Chair - a report will come to Board in the Autumn to set out options and action.
- the Committee draft annual report.
- minor changes to the terms of reference.

Governor Training was reviewed with the following recommended training scheduled for 2026/27:

1. Safeguarding – in-person 12 October before Governing Body meeting
2. Governance of AI – online
3. Legislation changes such as Ofsted/Martyn's Law as required - online

Recommendations for approval by the Governing Body:

- Committee annual report – approved.
- Committee terms of reference – approved.
- Training Schedule for 2026/27 – approved.

Governors **accepted** the minutes and **approved** the recommendations above.

17 Annual reporting of the College Seal Log – Paper SGB25/1950

The Governance Professional, Corine Burkin, introduced the paper which presented the annual reporting of the College Seal Register. Members were reminded that the Seal is used in accordance with clause 19 of the Instrument and Articles to authenticate documentation and provide accountability of the corporation.

Since reporting in July 2025, the Seal had been used once to authenticate the following:

- 25/3/26 – Lease agreement – Aurora Utilities Ltd Land – Medway part of the electrical substation. Signed By Chair and CEO

Members **noted** the updated register.

18 Annual Cycle of Business – Paper SGB25/1951

The Governance Professional, Corine Burkin, introduced the paper which presented the annual proposed Cycle of Business for the Governing Body for 2026/27.

Members noted that a review of the Cycle assured they would fulfil their duties for the following year and agreed the suggested additions.

Members **approved** the cycle.

19 Instrument & Articles Annual Review – Paper SGB25/1952

The Governance Professional, Corine Burkin, introduced the paper. She proposed that no amendments were required this year and members were reminded that at full review had taken place in July 2025.

Members **noted** the document with no amendments.

20 Thank you to leaving Governors

Members noted that Ade Orhiere was leaving the Board and thanked her, in her absence. for all her contributions since joining in 2020.

They also thanked the Student Governors and noted the elections had taken place for next year and the appointed members would join their Student Union Officers at the next Board.

21 Dates for 2026/27

12 October 2026 (Monday to align with KFE event at Maidstone)
10 December 2026 Medway
12 February 2027 Away Day Maidstone
25 March 2027 Medway
20 May 2027 Maidstone
8 July 2027 Medway

The next meeting would be held at the Maidstone Campus on **Monday** 12 October 2026 at 17.00hrs in the Skills Factory.

22 Next Governor training session

12 October 2026 – Safeguarding/PREVENT - in person
18 March 2027 - Governance of AI – online
12 May 2027 - Legislation changes such as Ofsted/Martyn's Law as required - online

The Chair thanked Governors and staff for their contributions during the year and wished them a pleasant summer.

The meeting closed at 20.02