

**THE FURTHER EDUCATION CORPORATION OF MIDDLESBROUGH COLLEGE
CONFIRMED MINUTES OF THE MEETING OF SEARCH AND GOVERNANCE COMMITTEE
25 SEPTEMBER 2023**

PRESENT: R Davies (CG and Chair, Z Lewis (Principal), P Lynn (CG), M McClintock (CG), S Shepherd (CO) and Z Foster (Head of Governance).

KEY: CG – College Governor, CO – Co-opted Governor

1. **Apologies for Absence** – S Mirsalehi (CG) and I Wright (CG).

2. **Declarations of Interest** – none

3. **Minutes of Meeting of 12.06.2023** – approved as a correct record

4. **Matters Arising** – all outstanding matters were in progress

5. **Verbal Update on Strategic Risks**

Z Lewis gave a brief update on overall strategic risks as per the recent SLT Risk Management meeting.

In relation to Search and Governance, there was positive movement with new governors coming in. The main risk remained Chair succession albeit there was a manageable timeframe for this

6. **Composition and Membership**

Z Foster outlined key aspects of the report including: current skills and competencies; attendance 2022-23; detail on a recent resignation; committee membership and vacancies/interviews update; and an update on the sustainability link governor.

Z Lewis outlined a possible further recruit to the Audit and Risk Committee who she was due to meet.

Governors discussed: recruitment of a headteacher to the board with the resignation of M Brant-Smith; attendance generally; changes to the Curriculum Planning session (with a refocus on Strategy); the need for a regular Curriculum and Standards Committee meeting refresh (SLT/B Robinson); the Chair of Corporate Services vacancy; and improvements to the induction programme (particularly in relation to formal GB mentor).

Both the curriculum strategy meeting and induction processes would be considered further at the February meeting.

It was also **agreed** to have a second social event after that June curriculum session.

P Lynn fed back to the Committee on the annual individual meetings (1:1s) which were positive overall. Themes included employer engagement; GB and College response to AI, where it was noted that a formal policy would be coming through Corporate Services Committee in due course; potential greater governor discussion/strategy on staff recruitment and turnover; and additional ways to meet students particularly on a more informal basis.

After consideration, the Committee **agreed** to propose an Employer Voice Sub Committee to the Governing Body. Possible membership was discussed which would be formalized ahead of the first meeting.

Succession Planning for the Chair was further discussed in detail by the Committee with an agreement to a deferment on external recruitment. Future mentoring of any Chair appointed was also considered.

The Committee **agreed** to seek approval of the recommendations:

- Approval of the Second Term of Office for Morgan McClintock, at the end of his current term of office, from 19 October 2024 until 18 October 2028 (this being a final term)
- Extended Term of Office for Caroline Cannon for a further year up to 21 March 2025 to complete her first four year term (with a further four year term a future option)

- That Jane Castor take over as Chair of Corporate Services Committee with immediate effect and also joins the Search and Governance Committee (as a Chair of Committee)
- Approval of the creation of a new Sub Committee – Employer Voice and Engagement Committee supported by B Robinson and M Telling (and others as appropriate).
 - That the sub committee take place before Curriculum and Standards Committee meetings.
 - Membership to be determined via volunteers at the Governing Body meeting on 23 October 2023.

7. Governance Self Assessment Areas for Improvement

7.1 2022-2023 - the updated document was considered and **agreed** to be recommended to the Governing Body for approval subject to final approval at the Governing Body meeting of 18 December 2023, within the Governance Self Assessment report.

7.2 2023-2024 - the Committee considered an initial draft and subject to some movement between 'Key AFIs and Key Developments **agreed** that this be recommended for approval by the Governing Body for consideration and approval for immediate use.

8. Governance Performance Indicators 2022-2023 Update.

The updated document was discussed by the Committee and **approved** ahead of inclusion in the Corporate Governance Annual Report (March 2024).

9. Code of Governance Mapping Exercise

Z Foster outlined the changes to the mapping exercise which were largely as a result of reporting against the 2022 version of the Code and of the new RAG rating. She highlighted the area of sustainability where actions were still in progress. She detailed further change in the future with the revised Code which was due out in the Autumn term.

After consideration, it was **agreed** that the Governing Body continued to fulfil its obligations regarding the Code which would be recommended to the Governing Body on 23 October 2023.

10. Training and Participation Update

Z Foster gave a brief report on training and participation so far was presented.

The Committee discussed the AoC Conference and feedback from induction (which would be picked up at the February meeting).

11. Review of Top Risks

The Committee reviewed the top risks which remained as at the start of the meeting.

12. Dates of 2023-2024 Meetings

- 12.1 Wednesday 21 February 2024 at 2.30pm. S Shepherd gave her apologies in advance
- 12.2 Monday 10 June 2024 at 3pm

13. Any other Urgent Business – R Davies

None taken.

The meeting closed at 12.40pm