Meeting of Search & Governance Committee
Wednesday 3rd June 2026 at 4.00 pm
Minutes

Chair: Kevin Boles

Key Items for reporting to Corporation

Item	Recommendation from committee	Action required by Corporation To note/ to discuss and input/ to approve
624	Ofsted Feedback from Staff – report due to be presented at July 26 board.	**To discuss**

Present: Kevin Boles, Jason Turton, Jane Barker, Elaine Davis and Andy Lord

In attendance: Hannah Metcalfe

Agenda Item No

620 **Apologies for Absence**
None

621 **Declarations of Interest**
None

622 **To approve the minutes of the last meeting**
Minutes were approved as an accurate record.

New members, Elaine Davies and Andrew Lord were welcomed.
Committee reaffirmed its core role in overseeing governance effectiveness and recruitment.
It was noted that Terms of Reference (ToR) would be reviewed later in the meeting.
Access issue identified: new members had not received papers.

623 **Matters Arising from the minutes and the action plan**
The Committee discussed progress against the rolling action plan, with particular focus on governance development priorities.
There was a positive reflection on recent recruitment activity, noting that this had strengthened the Board's diversity and skillset, particularly in areas such as student voice and SEND support. However, members emphasised that EDI remains an ongoing priority, and it was suggested that governor data gathered at induction should be revisited more regularly, potentially as part of the annual review process.
Attention was drawn to the governor induction pack, which now requires updating to reflect new sexual harassment legislation. This was recognised as a compliance priority.
The Committee agreed that governor reviews should be treated as an ongoing (amber) activity, reflecting their cyclical, annual nature rather than a completed task. It was also confirmed that student governor recruitment will not be required for the next academic year, as current student governors will continue.
Discussion moved to skills gaps on the Board, particularly in careers and employer engagement. While potential candidates are being explored, the Chair undertook to approach external contacts (including Rachel Tyson) to support this.

Finally, an update was provided on Chair and Vice Chair recruitment. Funding has been secured and the process is being coordinated through Schools for Governors, with this Committee retaining oversight of the recruitment and selection process.

624 **Monitoring of the Corporation action plan**

The Committee reviewed the Corporation Action Plan to ensure that actions agreed at Board level are being effectively delivered.

It was confirmed that actions relating to sexual harassment compliance have now been completed, with a paper presented and approved at the most recent Board meeting, allowing this item to be marked as closed. Similarly, the "You said, we did" work has been reported and is progressing as expected.

Some areas required further follow-up. In particular, the Committee noted that the Board Assurance Framework (BAF) had not yet been circulated in its latest form and would need to be located and reviewed. Additionally, updates relating to safeguarding and Ofsted-related actions were noted as being in progress, with further reporting expected in due course.

Overall, the Committee was satisfied that actions were being monitored appropriately and that progress remained on track.

625 **Governor Recruitment**

A detailed review of the current governor membership and committee structure was undertaken during the meeting.

A number of updates were identified in relation to committee allocations and memberships, including changes linked to new appointments and the removal of governors who have stepped down. The Committee also discussed the importance of ensuring appropriate link governor coverage across all curriculum and strategic areas, recognising this as an area highlighted in the recent board review.

Particular attention was given to succession planning. It was confirmed that Neil intends to retire in due course, and that his responsibilities—including Health and Safety oversight—will need to be reallocated. It was noted that he has agreed to remain in place until suitable arrangements are made.

The Committee agreed that governance roles and responsibilities should be revisited alongside the outcomes of the board review to ensure alignment.

626 **Chair/Vice Chair Recruitment**

The Committee received an update on recruitment for the Chair and Vice Chair roles, noting that advertisements are now live via Schools for Governors.

The discussion highlighted the importance of succession planning within governance, with the Committee reaffirming its approach of maintaining up to two Vice Chairs, one of whom would be supported to progress into the Chair role over time. This was seen as essential for continuity and effective governance leadership.

The recruitment process will involve initial longlisting and shortlisting externally, followed by Committee involvement in final selection and interviews.

627 **T o R approval for 26-27**

The Committee reviewed the Terms of Reference for 2026–27 in detail.

Particular discussion focused on the Remuneration Committee arrangements, which operate as a subset of the Search & Governance Committee. It was clarified that membership is limited to Committee Chairs due to the highly confidential nature of the business, with other individuals (such as the Principal) attending by invitation where appropriate.

Wider governance considerations were also discussed, including the need for clearer visibility of KPIs and how performance is monitored against them. It was confirmed that KPI reporting would be brought forward to the Finance & Resources Committee.

Budget planning timelines were also noted as challenging, with an expectation that headline figures would be available, but that some detail may follow later. Members were reminded of the statutory requirement to submit the budget by the end of July. Following discussion, the Terms of Reference were approved.

628 **Governance Documents for Annual Review:**
The Committee reviewed core governance documents (Instrument & Articles, Standing Orders and Scheme of Delegation). These had been fully updated in 2025 and were approved to continue unchanged, with the next formal review scheduled for 2028 unless significant changes occur. Action for these to be located and updated

629 **Governor Annual Reviews**
The Committee considered the approach to annual governor reviews, confirming that the process will broadly follow previous years.
Minor improvements were identified to the review documentation, particularly around the structure and consistency of questions, to ensure greater clarity and flow. It was also agreed that staff governors should be fully included in the review process. Meetings will be arranged between the Chair and Committee Chairs, with additional discussions led for other governors.

630 **Progress of EBR**
An update was provided on the External Board Review. A draft report has been received and early feedback is positive, with no major issues identified.
One of the key themes emerging is the importance of strengthening governor engagement with staff and students, which will be considered further as part of governance development.
It was agreed that Alison will attend a future meeting to provide a more detailed update.

631 **Committee Chair and Vice Chair appointments**
No new decisions were made at this stage. Changes discussed earlier in the meeting in relation to committee composition and leadership roles will be progressed and brought to the Board for formal approval where required.

632 **AOB**
The Committee was formally informed that the Director of Governance has submitted their resignation.
The post will be reviewed and advertised at the earliest opportunity, and the Committee will play a central role in overseeing the recruitment process and supporting the appointment.

633 **Date of next meeting 14th September 2026**