

Heart of Yorkshire Education Group Corporation

Search and Governance Committee (Committee)

Minutes of the Meeting held on Thursday 5 June 2025 (Meeting)

Present:

- Andrew McConnell (Vice Chair)
- Dmitry Fedotov
- Sam Wright (Principal)

In attendance:

Head of Governance and Legal Services (Clerk)

Apologies:

None

1. Welcome and Apologies for Absence

1.1 The Vice Chair welcomed those present and confirmed the meeting was quorate.

1.2 There were no apologies for absence.

2. Appointment of Chair and Vice Chair

2.1 The Committee agreed that Andrew McConnell, Vice Chair, would Chair this meeting following the departure of Martyn Shaw.

2.2 The Committee expressed its sincere thanks to Martyn Shaw for his leadership and contribution during his tenure.

2.3 The Committee agreed that a Vice Chair of the Board should be appointed as soon as possible and asked the Clerk to seek interest among current governors. It was agreed that Andrew McConnell's term as Chair of the Board would likely have to

be extended, at least until the end of his term as Governor in March 2026, to allow time to find a suitable new candidate and that the Vice Chair of the Board's role should be coterminous. Andrew McConnell reiterated his intention to seek candidates to succeed him during autumn appraisals. It was agreed that the matter of appointing a new Vice Chair of the Board until March 2026 would be raised and considered at the next full Board meeting.

3. Declarations of Interest

3.1 Andrew McConnell's declaration of a professional interest in relation to one of the interviewees, Tracy, was noted. He was precluded from voting on the recommendation regarding that candidate.

3.3 Due to the resulting lack of quorum, the Board would be required to make the decision on this candidate's appointment without a Committee recommendation.

4. Minutes of the Meeting held on 29 January 2025

4.1 IT WAS RESOLVED THAT the minutes of the meeting held on 29 January 2025 were a true and fair record and were approved.

5. Matters Arising

5.1 The Committee noted the following progress on outstanding matters arising:

5.1.2 On MA1, the EDI Lead Governor role remained vacant pending further consideration.

5.1.3 On MA3, safeguarding training had been partially delivered; remaining participants were to be followed up.

5.1.4 On MA7, a review of Chair appraisal non-returns had been carried out by the SID who was confident this would not reoccur.

6. Interviews

6.1 Two candidates were interviewed for the HR Lead Governor role – Tracy and Katie.

6.2 The Committee discussed the candidates and their suitability for the role for which they were interviewing.

7. Membership Update

7.1 The Clerk presented the updated skills audit and provided a detailed analysis of the current composition of the Board, identifying key areas for development.

7.1.1 Due to the declaration of interest and resultant lack of quorum, the Committee could not make a formal recommendation to the Board on Tracy's appointment. Therefore, the Board would be required to make a decision regarding her appointment without the Committee's input. It was agreed the Clerk would provide the Board with the information it would need to make such a decision on its own.

7.1.2 IT WAS RESOLVED THAT Katie be recommended for Board membership, contingent on a comprehensive induction and ongoing mentorship, to fill the vacancy left by Martyn Shaw. ***[This recommendation was subsequently amended – please see the notes at the foot of this document for further information]***

7.1.3 Should Tracy be appointed, IT WAS RESOLVED THAT it be recommended she take up the HR Lead Governor role and be appointed to the Finance, People and Resources Committee, the Remuneration Committee and the Search and Governance Committee.

7.1.4 IT WAS RESOLVED THAT Katie, subject to Board approval, be appointed to the Search and Governance Committee and considered for the EDI Lead Governor

role. ***[This recommendation was subsequently amended – please see the notes at the foot of this document for further information]***

7.1.5 It was agreed that recruitment for a new Governor to replace Nigel Brook would be initiated by the Clerk, targeting candidates with accountancy qualifications and finance, audit, and governance experience.

7.1.6 The Audit Committee vacancies would remain open pending further recruitment.

7.1.7 Subject to their willingness to continue, IT WAS RESOLVED THAT the co-opted Governors be recommended to the Board for reappointment.

8. Governor Training and Development Plan Update

8.1 The Clerk gave an update on the training undertaken during 2024/25 and outlined the plan for 2025/26.

8.2 Governors noted their satisfaction with the type and volume of training undertaken during the year.

8.2 IT WAS RESOLVED THAT the Governor Training and Development Plan 2025/26 be approved.

9. Governance Planning 2025/26

9.1 No changes to lead governor roles were deemed necessary at the time of the meeting.

9.2 No changes were to be made to the Instrument and Articles, the Standing Orders or the Committee's Terms of Reference which each remained fit for purpose.

10. External Governance Review Action Plan Update

All but one AoC governance review recommendation had been implemented, with the outstanding item relating to succession planning for the Vice Chair to succeed to the Chairs role following Martyn's departure. It was agreed that this would be rolled over to 2025/26 and the action plan closed.

11. Draft Board Self-Assessment Report and Improvement Action Plan

11.1 The Committee reviewed the draft self-assessment report to ensure the Board follows best practice to ensure it and its committees can improve their effectiveness. It was agreed that the approach and report to be presented to Board were fit for purpose.

11.2 It was agreed that the completed draft report would be submitted to the Board for consideration and approval by the Clerk.

12. Committee Self-Assessment

12.1 The Committee reflected on its effectiveness and identified areas for improvement, which would be captured in the Improvement Action Plan.

13. Review of Effectiveness of Meeting and Identification of Emerging Risks

13.1 It was agreed that emerging risks had been identified and that the meeting had been effective.

13.2 The Chair closed the Meeting.

Signed  Date: 15.10.2025

Action

No.	Minute	Details	Deadline	Responsibility
1.	2.3	The Committee agreed that a Vice Chair of the Board should be appointed as soon as possible and asked the Clerk to seek interest among current governors	The next Board Meeting	Clerk
2	2.3	Andrew McConnell reiterated his intention to seek candidates to succeed him as Chair of the Board during autumn appraisals	Autumn appraisals	Andrew McConnell
3	5.1.2	Further consideration was to be given to the necessity for an EDI Lead Governor role	The next meeting	Clerk
4	5.1.3	Remaining safeguarding training was to be delivered	ASAP	Clerk

5	7.1.2	Katie be recommended for Board membership <i>[This recommendation was subsequently amended – please see the notes at the foot of this document for further information]</i>	The next Board meeting	Clerk
6	7.1.3	The Board should consider Tracy for Board membership and, if appointed, the HR Lead Governor role and membership of the Finance, People and Resources Committee, the Remuneration Committee and the Search and Governance Committee.	The next Board meeting	Clerk

7	7.1.4	<p>Katie, subject to Board approval, be appointed to the Search and Governance Committee and considered for the EDI Lead Governor role</p> <p><i>[This recommendation was subsequently amended – please see the notes at the foot of this document for further information]</i></p>	The next Board meeting	Clerk
8	7.1.5	<p>It was agreed that recruitment for a new Governor to replace Nigel Brook would be initiated by the Clerk</p>	The first Board meeting of 2025/26	Clerk
9	7.1.7	<p>The co-opted Governors be recommended to the Board for reappointment</p>	The next Board meeting	Clerk

10	10	The recommendations made regarding succession planning for the Chair's role in the AoC external report would be rolled over to 2025/26	The next Board meeting	Clerk
11	11.2	The completed self-assessment draft report would be submitted to the Board for consideration and approval.	The next Board meeting	Clerk

Please note that after the Meeting, the Committee reflected on Katie's lack of Board-level experience and decided to change their decision regarding her appointment, by written resolution, to a recommendation to appoint her as a shadow governor to enable her to gain experience and succeed to the Board, if appropriate. She would not, therefore, be recommended to join the Search and Governance Committee at this time.