

**Minutes of the Search, Governance and Development Committee held on
19 September 2018 at 9.00 am in BT28, Flemingate, Beverley**

Committee Members: Lesley Archer, Business Member
Kerri Harold, Local Authority Member (Chair)
Linda Johnson, Local Community Member
Mike Welsh, Principal

Also in Attendance: Janice Sunderland, Clerk to the Corporation

**Min.
No.**

ACTION by whom	DATE by when

765 APOLOGIES FOR ABSENCE AND WELCOME

Apologies were received from Neil Waterhouse, Business Member.

766 DECLARATION OF INTEREST IN ANY ITEMS ON THE AGENDA

No declarations were made.

767 MINUTES OF THE MEETING HELD ON 25 APRIL 2018

The minutes of the meeting held on 25 April 2018 were approved and signed by the Chair.

**768 CONFIDENTIAL MINUTES OF THE MEETING HELD ON
25 APRIL 2018**

The confidential minutes of the meeting held on 25 April 2018 were approved and signed by the Chair.

769 MATTERS ARISING

There were no matters arising.

ITEMS FOR APPROVAL

770 CURRENT AND FUTURE VACANCIES (CONFIDENTIAL)

This item was recorded as a confidential minute.

771 ASSURING THE QUALITY OF GOVERNANCE

The Clerk presented the draft quality manual, self- assessment questionnaire and managers’ perception of governance questionnaire for 2017-2018.

Members noted the minor revisions made and approved the draft documents for use in assessing the quality of governance within the College during 2017-2018.

FOR INFORMATION

772 **LIST OF COMMITTEES AND MEMBERSHIP AS AT 19 SEPTEMBER 2018**

The list of Committees and Membership as at 19 September was received and noted.

773 **GOVERNANCE QUALITY IMPROVEMENT PLAN PROGRESS REPORT 2017-2018**

Members noted the progress made in implementing the governance quality improvement plan 2017-2018, agreeing that photographs and a news article in the staff newsletter should be deferred at this time.

774 **GOVERNOR MANDATORY TRAINING STATUS REPORT AS AT SEPTEMBER 2018**

The Clerk informed members that newly appointed Governors had either successfully completed or were in the process of undertaking the required training.

The mandatory training update report for Governors was received and noted.

775 **GOVERNOR PAIRING**

a) Summary for 2017-2018

The ongoing commitment to Governors supporting the pairing arrangement and improved feedback from Governors was acknowledged.

The pairing summary for 2017-2018 was received and noted.

b) Pairing arrangements for 2018-2019

Draft pairing arrangements for 2018-2019 were discussed and it was agreed that:

- Pairing arrangements would be put in place for 2 years in future to allow better continuity and focus.
- Kerri Harold would continue with the pairing arrangement for Construction and Engineering in addition to nominated Governor for safeguarding.

The pairing arrangements for 2018-2019 would be revised accordingly and shared with Governors with the aim of securing two visits per service area over the year. It was also felt that, where possible, more pairing visits should take place at St Mary's Walk in Bridlington. A suggestion that Governors could tie in

their pairing visit with the meeting held in Bridlington each year was welcomed. This would be suggested to Governors when organising the pairing visits.

The pairing arrangements for 2018-2019 were agreed and would be presented to the Board of the Corporation at its meeting to be held on 24 October 2018.

Clerk 24.10.18

776 GOVERNOR ATTENDANCE FOR 2017-2018

The Clerk outlined the main highlights of the governor attendance analysis as detailed in the paper which confirmed:

- The Board of the Corporation average attendance, including all committees and co-opted external members was 84%.
- Corporation meeting attendance was 79%.

The Clerk confirmed that this analysis would be presented as the Annual Report of Governor Attendance 2017-2018 to the Board of the Corporation at its meeting on 24 October 2018.

Clerk 24.10.18

777 CLOSE

The meeting was closed at 10.05 am.

Janice Sunderland
Clerk to the Corporation

Signed as a correct record on 7/11/18 (Date)

 (Chair)

