



**MINUTES OF THE NORTH EAST SURREY  
COLLEGE OF TECHNOLOGY SEARCH  
AND GOVERNANCE COMMITTEE OF THE  
CORPORATION HELD ON THURSDAY 10  
MAY 2018 at 18.00 IN SP214, THE SKILLS  
PARK**

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| <b>PRESENT<sup>1</sup></b><br>Professor Sam Luke (Chair)<br>Peter Stamps<br>Frances Rutter | <b>IN ATTENDANCE</b><br>David Round – Clerk to the Corporation |
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<sup>1</sup>Attendance = 60%

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| <b>30,17</b>   | <b>APOLOGIES FOR ABSENCE</b>    |
| Received from Chris Shortt and Cliff Shaw.   |                                 |
| <b>31.16</b>   | <b>DECLARATIONS OF INTEREST</b> |
| The Chair reminded Members to declare any interest they may have in any items on the agenda. Professor Luke, Peter Stamps and Frances Rutter declared their interests as unremunerated directors of NBS Ltd, a wholly-owned subsidiary of NESCOL.  |                                 |
| <b>33.16</b>   | <b>MINUTES</b>                  |
| The Minutes of the meeting held on 08 February 2018 were <b>APPROVED</b> as a correct record.  |                                 |
| <b>34.16</b>   | <b>MATTERS ARISING</b>          |
| The report on matters referred from previous meetings was noted, including those matters to be discussed on the agenda. The following was noted: -   |                                 |
| <b>17.17 Code of Good Governance</b> - The Chair noted that chairs of committees should now complete their appraisal discussions with members ( <b>ACTION: SL/DR</b> ).  |                                 |
| There was discussion about the effectiveness of the current appraisal arrangements. It was <b>AGREED</b> that five minutes be allocated at the end of all Board meetings for a discussion about the effectiveness of the meeting and the Board i.e. are we working well together as a Board; is there anything we could do to improve our effectiveness? ( <b>ACTION: DR</b> ). It was also <b>AGREED</b> that discussions between the Chair and Chairs of Committees should continue. |                                 |



The draft governor self-evaluation questionnaire would be issued in the summer. This would contribute to the review of board effectiveness.

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| <b>37.17</b> | <b>GOVERNOR DEVELOPMENT</b> |
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| <b>37.1 Governor Development Report 2017/18</b> | The Committee noted the summary of CPD undertaken by governors in the past 12 months The self-evaluation questionnaire to be issued to governors in the summer would invite governors to propose preferred areas of CPD. |
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| <b>37.2 Evaluation of NLG Development Workshop</b> | The evaluations received from governors following the NLG inputs at the March conference were noted. It was agreed that the conference be held over two one day events next year. |
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| <b>38.17</b> | <b>OTHER MATTERS</b> |
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| <b>38.1 Teaching, Leadership and Governance in FE – Summary</b> | The Committee noted the DFE-commissioned research report on teaching, leadership and governance in FE (February 2018). |
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| <b>38.2 Code of Good Governance Review</b> | The Committee noted the updated governance improvement action plan which was reviewed annually by the Committee. The recommended action regarding visits to other college that had outstanding governance would be addressed through the visit to Dudley College of Technology. |
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| <b>39.16</b> | <b>ANY OTHER BUSINESS</b> |
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There was no further business and the meeting closed at 19.05.

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| <b>40.16</b> | <b>DATE OF NEXT MEETING</b> |
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The next scheduled meeting will take place on 13 September 2018.

Signed .....

**Professor Sam Luke, Chair of Search & Governance Committee**

Date: .....

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| Author | David Round |
| Date   | 29/06/2018  |

DRAFT