



MINUTES OF THE NORTH EAST SURREY COLLEGE OF TECHNOLOGY SEARCH AND GOVERNANCE COMMITTEE OF THE CORPORATION HELD ON THURSDAY 15 SEPTEMBER 2016 at 17.00 IN THE PRINCIPAL'S OFFICE, THE SKILLS PARK

PRESENT¹	IN ATTENDANCE
Professor Sam Luke (Chair) Cliff Hall Carol Martin Chris Shortt Peter Stamps	David Round – Clerk to the Corporation Dr Martin West – Governor candidate (for item 03.16)

¹Attendance = 100%

01.16	APOLOGIES FOR ABSENCE
No apologies were received.	
02.16	DECLARATIONS OF INTEREST
The Chair reminded Members to declare any interest that they may have in any items on the agenda. Professor Luke declared that he had worked with Dr West, the new Governor applicant, and still works with him on occasion.	
03.16	NEW GOVERNOR APPLICATION
<p>Members of the Committee met Dr Martin West, who was a candidate to join the Corporation. Dr West's career history, experience, skills and knowledge was outlined:</p> <ul style="list-style-type: none"> • Qualified Management Accountant (ACMA CGMA) • PhD in Civil Engineering • Strong background in Property/Estates and Assets Management • Private Sector: senior-level business experience (Corporates, SMEs and Start-ups) • Public Sector: director-level experience (NHS) • Strong background in audit and governance (Chair of Audit, Governance & Risk, NHS Trust) • Board level experience in various non-executive roles. • Experience of business in the Middle East • Experience of governance issues in Joint Ventures and Group Structures • Fund-raising and investment • Lives locally in Epsom • Daughter studied at NESCOT recently <p>Dr West had a strong background in audit, governance and risk management and he expressed an interest in becoming involved in this part of the work of the Governing Body. He is highly experienced in property and asset management areas. Dr West had also worked in the Middle East and Asia. He had experience of the governance</p>	

challenges involved in obtaining oversight of group entities and an interest in these issues.

Members of the Committee discussed with Dr West his interest in the role of Governor, and his background and suitability having regard to the skills and knowledge audit of the Governing Body. The Search and Governance Committee **RECOMMENDED** that the application of Dr Martin West for membership of the NEScot Corporation, taking account of the skills, knowledge and experience and profile of the current membership of the Corporation and the priorities previously identified by the Committee, be endorsed by the Board.

The Committee reviewed the updated membership of the Governing Body and noted its skills profile. Continuing areas for development were HR and legal matters and a search for suitable candidates was continuing.

04.16	BOARD EFFECTIVENESS
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The timetable for the launch of the board self-evaluation and appraisal process 2016/17 was considered and **APPROVED** as follows: -

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| 04 May 2017 | SG Committee approves Governor Self-Evaluation Questionnaire |
| 26 June 2017 | Governor Self-Evaluation Questionnaire issued & Board Appraisal Scheme 2016/17 Launched |
| 10 July 2017 | Questionnaire and Appraisal Interviews completed |
| September 2017 | SG Committee reviews findings and recommendations |
| October 2017 | Report presented to Corporation meeting and stocktake |

05.16	ANY OTHER BUSINESS
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There was no further business.

06.16	DATE OF NEXT MEETING
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The next scheduled meeting was on 03 November 2016 at 18.00.

Signed

Professor Sam Luke, Chair of Search & Governance Committee

Date:

Author	David Round
Date	20/09/16
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