



Barnsley College – External Review Action Plan

| Recommendation | Action | By when |
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| 1. Review articles in terms of board size, composition and size of committees, succession planning and participation | <p>Board size and composition are reviewed twice a year by the governance and search committee to ensure that any vacancies are anticipated and that new governors with the appropriate knowledge, skills and experienced and who represent our staff, students, local and regional businesses and the community that we serve are recruited. The recruitment and selection policy and process is reviewed on a regular basis.</p> <p>A succession plan has been developed to ensure a smooth transition when governor terms of office come to an end.</p> <p>Participation and attendance are monitored and reported to the board on an annual basis and engagement is monitored and discussed through the annual 1-2-1 meeting with the Chair.</p> | August 2023 |
| 2. Develop Board behaviours to define what good looks like | Governors will be asked to review the current behaviours as part of the review of board and committee effectiveness exercise in the summer and define what good looks like to them. This will be compiled for discussion and agreement at the governance focused board meeting in October. | October 2023 |
| 3. Governance attendance particularly at risk and audit committee | New governors have been asked to join the committee and it was recommended that additional co-opted members be sought | September 2023 |
| 4. Discipline in not mixing functions across meeting types | Where possible creative board sessions will be protected and if decisions are required any formal elements of the meeting will be kept to a minimum to retain focus. | Ongoing |

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| 5. Review the use of technology in better enabling governors to access and share key documents | A Teams site has been set up for governors which includes papers, minutes and other key documents. This will also be used for the various committees. Governors will continue to be offered access to papers via VBR and access to the Teams site will be via the governor's college email only. Usage will be monitored and feedback will be sought in January as part of the strategic seminar. | Completed |
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