

## SGS EXTERNAL GOVERNANCE REVIEW ACTION PLAN

	Agreed Action	Intended Outcome	Named Lead	Timescale
1	<p><b><i>Governance</i></b></p> <ul style="list-style-type: none"><li>• Meeting to be arranged in September 2023, prior to October Corporation meeting, between the Chair of the Corporation, Vice-Chair of the Corporation, Chairs of Committees and KH/SJW/JS to review the Corporation/Committee Business plans and consider strategic priorities for the coming year for discussion by the Corporation at 28/9/23 Strategic event.</li><li>• Implement strategic items for discussion at the start of the Corporation meetings.</li><li>• Implement new approach of Corporation meeting assessments:<ul style="list-style-type: none"><li>• Agree collective objectives for Corporation meetings and review achievement of the objectives at the last meeting of the academic year.</li><li>• Replace Corporation meeting assessment questionnaires with a general discussion at the last Corporation meeting of each term to consider the impact of governor</li></ul></li></ul>	The ask of governance is more clearly defined.	Clerk  Chair of the Corporation  Chair of the Corporation/Clerk	September 2023  Ongoing  September 2023

	Agreed Action	Intended Outcome	Named Lead	Timescale
	support and challenge. Chair of the Corporation and Clerk to develop some objectives for presentation at the Strategic event on 28/9/23.			
2	<p><b><i>Benchmarking/comparison data</i></b></p> <ul style="list-style-type: none"> <li>• Look at ways in which reports are written re: Benchmarking and the production of more benchmark/comparison data for Corporation reporting.</li> <li>• Benchmarking to be against excellent providers – make active partnerships with excellent providers.</li> <li>• Use of DfE Financial Benchmarking tool – Group Chief Financial Officer undertake analysis prior to Christmas 2023.</li> <li>• Money to be set aside for benchmarking activities.</li> </ul>	That Corporation receive their information from sources other than management.	<p>Executive</p> <p>Group Chief Financial Officer (JS)</p> <p>Group CEO &amp; Executive Principal</p>	<p>Ongoing</p> <p>December 2023</p> <p>Ongoing</p>
3	<p><b><i>Advocate/Link Governors</i></b></p> <ul style="list-style-type: none"> <li>• Re-name Advocate to Link Governor</li> <li>• Strip back Link Governor roles to those that are required for compliance/best practice</li> </ul>	Advocate/Link Governor scheme reviewed and refined.	Corporation	October 2023

	Agreed Action	Intended Outcome	Named Lead	Timescale
	<ul style="list-style-type: none"> <li>Review role profiles and how Link Governors report back to the Corporation</li> <li>Fill current vacancies for these roles</li> </ul>			
4	<p><b><i>Provision of data and information to the Corporation</i></b></p> <ul style="list-style-type: none"> <li>To develop a 1-page data dashboard covering critical measures, linked to strategic objectives. (The Corporation and Exec should be looking at the same Performance Indicators).</li> <li>To further develop the Corporation reporting template: <ul style="list-style-type: none"> <li>Executive Summary to be provided with detail sitting behind.</li> <li>Every report to have a purpose rather than just “To Note”. Focus of reports is to be on what governors need to know and to make governors think.</li> <li>To include the question “Any requests from the Corporation”.</li> <li>Continued use of use of presentations to engage governors.</li> </ul> </li> </ul>	Provision of data and information to the Corporation reviewed.	<p>College Principal/Deputy Principal</p> <p>Clerk</p>	<p>October 2023</p> <p>October 2023</p>

	Agreed Action	Intended Outcome	Named Lead	Timescale
5	<p><b>Stakeholder Engagement</b></p> <ul style="list-style-type: none"> <li>Consider the production of a stakeholder map and then ask Governors if they have any other networks that would be of value to the College.</li> <li>Governors to be continued to be invited to College events in order that there is a certain level of Governor presence and that the Executive should provide guidance on the priority of attendance at each event. Production of a calendar of College events to help Governors plan in their time.</li> <li>Governors to commit to attending at least 1 visit to the College biennially and could be linked to a specific focused event i.e. Voice of the Learner etc.</li> <li>When attending College events, Governors are to be linked up with members of staff.</li> </ul>	<p>Ambassador Role for governors as part of the stakeholder engagement strategy reviewed, and how governors can further leverage their networks to enable the work of the College.</p>	<p>Executive</p> <p>Executive</p> <p>Governors</p> <p>Executive</p>	<p>October 2023</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
6	<p><b>Team building</b></p> <ul style="list-style-type: none"> <li>Hold offsite Strategy Away Day in May 2024 followed by dinner to allow Governors and Executive time to get to know each other.</li> </ul>	<p>Governors and Executive get to know the person behind the 'skill' and celebrate each other's contribution and achievement.</p>	<p>Chair of the Corporation/Clerk</p>	<p>May 2024</p>

	Agreed Action	Intended Outcome	Named Lead	Timescale
7	<p><b>Financial Development Group (FDG)</b></p> <ul style="list-style-type: none"> <li>• Develop a family of Colleges for benchmarking purposes and FDG to consider financial benchmarking at its next meeting in February 2024.</li> <li>• FDG to identify financial KPIs in order to understand the contribution of learning to overheads.</li> <li>• FDG to consider the outcome of the FE Commissioner’s curriculum review and financial sustainability review.</li> <li>• Corporation to make more use of the contribution analysis presented at the June 2023 FDG meeting and how this is used to plan the curriculum.</li> </ul>	Governors use the <u>ESFA financial benchmarking tool</u> as part of their assessment of the College's finances	<p>Group CEO &amp; Executive Principal</p> <p>FDG</p> <p>FDG</p> <p>Corporation</p>	<p>February 2024</p> <p>February 2024</p> <p>Once review available</p> <p>Ongoing</p>