

<u>NORTHERN SCHOOL OF CONTEMPORARY DANCE</u>		
<u>BOARD OF GOVERNORS</u>		
Minutes of the meeting of the Board of Governors held on 11 May 2021 via Zoom.		
Present:	Peter Moizer (Chair), Sharon Watson (Principal), Mark Baker (from B20/66), Pam Bone, Kate Buckham, Tamsin Cooper, Tina Gill, Vinny Leach, Gareth Mitchell (from B20/66), Cathy Myles (from B20/66), Sarah McCann, Ben Mitchell, Phil Sanger, Peri Thomas	
In attendance:	Director of Finance and Resources, Vice-Principal and Director of Studies and Clerk to the Governors.	
Apologies:	Gary Clarke and Sara Wookey	
		Action
	<u>DECLARATIONS OF INTEREST</u>	
B20/82	Kate Buckham declared an interest in relation to Wrigleys.	
	<u>MINUTES OF THE LAST MEETING</u>	
B20/83	The minutes of the meeting held on 9 February 2021 were reviewed and approved as an accurate record.	
	<u>MATTERS ARISING ON THE MINUTES</u>	
B20/84	The action log was received and the contents noted.	
	<u>GOVERNANCE MATTERS</u>	
B20/85	The Board had received a paper containing a number of recommendations in relation to governance which was presented by the Clerk to Governors. It was noted that there had been a rigorous selection process for the proposed Governor appointments involving a formal interview. The terms of reference for both the Audit Committee and the Finance and Resources Committee had been updated to ensure that both existing and new practices were formalised.	
B20/86	<p>RESOLVED:</p> <ul style="list-style-type: none"> i. That Gareth Mitchell and Cathy Myles be appointed as independent Governors with immediate effect; ii. That Mark Baker be appointed as a Staff (co-opted) Governor with immediate effect; iii. That updated terms of reference for the Audit Committee and Finance and Resources Committee be approved. 	
	<u>PRINCIPAL'S REPORT</u>	
B20/87	<p>The Board considered the Principal's Report which included:</p> <ul style="list-style-type: none"> • An update on Covid-19 • NPO update • CDD update • Capital update • Staffing update • Learning & Participation Update • Projects update • Marketing update • Student recruitment 	

	<ul style="list-style-type: none"> • Student performances/projects <p>Governors congratulated the School on its social media presence and the quality of the material being promoted.</p> <p>A question was asked about what provision was in place for any students with hearing impairment if masks were being worn in School. It was reported that there was an ongoing dialogue with students in that position and care was taken to ensure that they were always in sight of the tutor. The measures in place were Covid-secure and there had been positive feedback from students about how that had been managed.</p> <p>A Governor challenged whether it was realistic to assume that international students would be returning and the Vice-Principal reported that the School was following guidelines but aiming for a September return, although there were contingency plans should a later return be required. All existing international students had returned.</p> <p>A Governor highlighted the importance of drawing together the work on capital, equality, diversity and inclusion (EDI) and the NPO to have clarity about consistency and overlap. The CEO and Principal reported that each was a significant area of work in its own right and that EDI discussions were taking place in School and reaching the point of translating into actions. Whilst the School was not yet in a position to bring all threads together, progress was being made and it was committed to delivering that.</p> <p>In response to a question about whether the Board should review the Strategic Plan, it was noted that an Away Day had been provisionally scheduled for Spring 2022. It was suggested that preliminary discussions should be held in October 2021 with a view to fuller discussion at the Away Day. It was agreed that this timeline should be revisited again at the next Board meeting.</p>	
B20/88	RESOLVED: That the timeline and plans for review of the Strategic Plan be considered again at the next Board meeting in July 2021.	Principal/ Chair
<u>VICE-PRINCIPAL'S ACADEMIC REPORT</u>		
B20/89	<p>The Vice-Principal presented his Academic Report which included:</p> <ul style="list-style-type: none"> • An update on the OfS application and APP • COVID-19 academic update • Admissions (entry 2021) • Student support • Leverhulme Funding Application • New course developments/NSCD Academies <p>It was noted that since papers had been circulated, there had been an NHS onsite inspection and a very positive report had been received on the School's measures to create a Covid-safe environment. The report had been shared with staff and students and placed on the website.</p> <p>It was reported that at times the response time from the well-being counsellors had been longer than two or three weeks and that consideration might need to be given to this, particularly over holiday periods. It was confirmed that this was a priority and was under review.</p> <p>Governors queried whether a hybrid teaching model might be continued in the future and the Vice-Principal confirmed that there had been several areas where it had been very successful and would be continued. Some student appointments had</p>	

	<p>worked well online and would be offered as either face to face or online in the new year.</p> <p>It was noted that whilst applications had been lower this year, the quality was improved and the same number of offers had been made. A Governor queried whether the hybrid model for auditions might continue in the future and it was confirmed that the feedback had been very positive. In response to a further question about international students, it was reported that there had been a good dialogue with the applicants but the effect of Covid on families and income had been a delaying factor.</p> <p>A Governor queried whether there was an ethical dilemma in applying to Leverhulme, given the colonial background, and the CEO and Principal confirmed that it was not the School's first engagement with Leverhulme and that she did not feel that it presented a barrier.</p> <p>Governors sought more information about the proposed partnership with Gateway Studio and it was reported that the Artistic Director was an alumni of the School, with whom discussions were taking place about a viable option to deliver in partnership. A Level 3 programme had been written for delivery to a collective of schools in the North East, and it was planned to bring a proposal to the next meeting of the Board.</p>	
B20/90	RESOLVED: That the Vice-Principal's Academic Report be noted.	
	<u>CDD UPDATE</u>	
B20/91	CONFIDENTIAL MINUTE	
	<u>EXTERNAL AUDIT</u>	
B20/93	A paper had been circulated setting out the recent selection process for new external auditors, and the Board approved the recommendation to appoint Saffrey Champness with immediate effect.	
B20/94	RESOLVED: That Saffrey Champness be appointed as external auditors with immediate effect on an initial contract of three years, with the potential for extension to five years.	
	<u>STRATEGIC RISKS</u>	
B20/95	The Board received a paper setting out the Strategic Risks and noted that a full review would be carried out in the autumn.	
B20/96	RESOLVED: That the Strategic Risks be noted and that a thorough review of the Risk Register be carried out in the autumn.	Director of Finance & Resources
	<u>MANAGEMENT ACCOUNTS – QUARTER ENDED 31 JANUARY 2021</u>	
B20/97	The Board received and noted the management accounts to 31 January 2021. Governors noted that there was currently an operating surplus which was ahead of budget, and congratulated the Senior Leadership Team on a strong set of financial results.	
B20/98	RESOLVED: That the management accounts to 31 January 2021 be noted.	
	<u>MINUTES</u>	
B20/99	<p>The Board received and noted the following Committee minutes:</p> <ul style="list-style-type: none"> i. Finance Committee – 1 December 2020 ii. Academic Board – 12 January 2021 iii. Audit Committee – 13 October 2020 	

	<u>ANY OTHER BUSINESS</u>	
B20/100	<p>The Chair expressed thanks on behalf of the Board to Pam Bone for her long service as a Governor and the support she had provided to the School during her tenure.</p> <p>The Vice-Principal reminded Governors that the graduation showcase would take place on 30 June and invitations would be issued to Governors. <i>This was subsequently changed to 1 July.</i></p>	
B20/101	<u>DATE OF NEXT MEETING</u>	
	It was noted that the next scheduled meeting would be held on 13 July 2021 at 6pm.	
	The meeting closed at 7.30pm	
Signed		
Date		