

<b><u>NORTHERN SCHOOL OF CONTEMPORARY DANCE</u></b>		
<b><u>BOARD OF GOVERNORS</u></b>		
<b>Minutes of the meeting of the Board of Governors held on 9 February 2021 via Zoom.</b>		
<b>Present:</b>	Peter Moizer (Chair), Sharon Watson (Principal), Pam Bone, Kate Buckham, Gary Clarke, Tamsin Cooper, Tina Gill, Vinny Leach, Sarah McCann, Ben Mitchell, Phil Sanger, Peri Thomas, Sara Wookey	
<b>In attendance:</b>	Director of Finance and Resources, Vice-Principal and Director of Studies, Clerk to the Governors, Desiree Cherrington (Arts Council for England) and Keith Bartlett (Advance HE) (to B20/61)	
<b>Apologies:</b>	None	
		<b>Action</b>
	<b><u>DECLARATIONS OF INTEREST</u></b>	
<b>B20/59</b>	<p>Kate Buckham declared an interest in relation to Wrigleys.</p> <p>The Chair welcomed Desiree Cherrington, the Arts Council for England (ACE) Relationship Manager for the School, and she introduced herself to members. The Chair also reported that Kayleigh Brooks had resigned from the Board with immediate effect.</p>	
	<b><u>REVIEW OF GOVERNANCE EFFECTIVENESS</u></b>	
<b>B20/60</b>	<p>Keith Bartlett from Advance HE introduced his report on governance effectiveness following the recent review and confirmed that the fundamental architecture of good governance was in place. It was recognised that steps were already being taken to further improve governance and it was hoped that the recommendations would provide a framework to support the School's long term strategy. Members welcomed the report and agreed that the recommendations were both clear and helpful.</p> <p>A question was asked about how the report compared to other similar reviews and it was confirmed that it was comparable. It was confirmed that the recommendations would be translated into a clear action plan, with timescales, to be monitored by the Nominations and Governance Committee.</p> <p>In response to a query about whether any recommendations were of higher priority, it was confirmed that all were of equal importance and needed addressing in a timely way. It was recognised that whilst some might be completed within the current academic year, some would take longer to implement.</p>	<b>Chair/ Clerk to Governors</b>
<b>B20/61</b>	<b>RESOLVED: That the report on the Review of Governance Effectiveness be received and an action plan with timescales be developed.</b>	<b>Chair/Clerk to Governors</b>
	<b><u>MINUTES OF THE LAST MEETING</u></b>	
<b>B20/62</b>	The minutes of the meetings held on 15 December 2020 and 12 January 2021 were reviewed and approved as an accurate record.	
	<b><u>MATTERS ARISING ON THE MINUTES</u></b>	
<b>B20/63</b>	The action log was received and the contents noted.	
	<b><u>GOVERNANCE MATTERS</u></b>	
<b>B20/64</b>	The Board had received a paper containing a number of recommendations in relation to governance which was presented by the Clerk to Governors. Consideration was given to the appointment of a Board lead for Equality and Diversity to work with the CEO and Principal to further develop this agenda. Both Vinny Leach and Kate	

	Buckham expressed an interest and it was agreed that they should liaise with the Principal outside the meeting.	
<b>B20/65</b>	<p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li><b>i. That Peter Moizer be appointed as a member and Chair of the Nominations and Governance Committee;</b></li> <li><b>ii. That Vinny Leach be appointed as Chair of the Audit Committee;</b></li> <li><b>iii. That Tina Gill move from the Finance Committee to the Audit Committee;</b></li> <li><b>iv. That Peter Moizer join the Finance Committee;</b></li> <li><b>v. That Peri Thomas join the Remuneration and Staffing Committee.</b></li> <li><b>vi. That Vinny Leach and Kate Buckham liaise with the CEO and Principal to provide Board level support in relation to Equality and Diversity.</b></li> </ul>	
	<b><u>PRINCIPAL'S REPORT</u></b>	
<b>B20/66</b>	<p>The Board considered the Principal's Report which included:</p> <ul style="list-style-type: none"> <li>• An update on Covid-19</li> <li>• NPO update</li> <li>• Property and Estates update</li> <li>• CDD update</li> <li>• Staffing update</li> <li>• Widening Access and Diversity/EDI/Antiracism update</li> <li>• Learning &amp; Participation Update</li> <li>• Centre for Advanced Training</li> <li>• Projects update</li> <li>• Marketing</li> <li>• Student recruitment</li> <li>• Student performances/projects</li> </ul> <p>In addition, Governors had received the CDD Transition Project Initiation Document and information on the Arts Council Investment Principles. Members noted that discussions were ongoing regarding redeployment of NPO underspend and Desiree Cherrington reported that any redeployment would not represent a significant departure from the current Arts Council England (ACE) priorities. She highlighted that she would wish to see a formal statement confirming that there were no perceived risks to ACE investment and the Director of Finance and Resources confirmed that a specific NPO risk register could be made available. A Governor raised a query about whether there might be anything additional in relation to digital activity and it was suggested that it might be helpful to revisit the creative media policy. The CEO and Principal sought NPO input into the initial discussions about future strategy.</p>	<b>Director of Finance &amp; Resources</b>
<b>B20/67</b>	<b>RESOLVED: That the Principal's report be noted and that a separate NPO risk register be made available .</b>	<b>Director of Finance &amp; Resources</b>
	<b><u>VICE-PRINCIPAL'S ACADEMIC REPORT</u></b>	
<b>B20/68</b>	<p>The Vice-Principal presented his Academic Report which included:</p> <ul style="list-style-type: none"> <li>• An update on the OfS application and APP</li> </ul>	

	<ul style="list-style-type: none"> <li>• COVID-19 academic update</li> <li>• Admissions</li> <li>• Student support</li> <li>• Student Union</li> <li>• Anti-Racism Forum</li> <li>• HE Innovations Funding (HEIF)</li> <li>• New course developments and relationship with University of Kent</li> </ul> <p>It was noted that since papers had been circulated, there had been an increase in applications to the BA from 255 to 365.</p> <p>In response to a question about morale in the School, the Vice-Principal and Director of Studies reported that it was more difficult during this lockdown period but students had been looking after both themselves and each other. The Student Governor reported that it was frustrating but that the School had been supportive in allowing students to access studios where necessary. She expressed thanks to Student Services for their support over the Christmas break.</p> <p>Governors queried any impact on outcomes and it was reported that there were detailed no detriment guidelines and that the curriculum had been adapted with learning outcomes achieved in alternative ways. In response to an additional question about the impact on students from outside the UK who were unable to travel, the Vice-Principal and Director of Studies reported that the School was working with international students on their return, but in the meantime a blended approach was being taken.</p>	
<b>B20/69</b>	<b>RESOLVED: That the Vice-Principal's Academic Report be noted</b>	
	<b><u>STRATEGIC PLAN KPIS AND PROGRESS REPORT</u></b>	
<b>B20/70</b>	<p>The Board received the Strategic Plan KPIs and progress report and noted that progress was positive and on track. A query was raised about the red RAG rating in relation to the NSS outcomes, and it was reported that related to one strand only, but that overall satisfaction was 92%.</p> <p>The Director of Finance agreed to send the 5-year financial plan to the School's ACE Relationship Manager along with information on the School's planned CDD leaving date.</p>	<b>Director of Finance &amp; Resources</b>
<b>B20/71</b>	<b>RESOLVED: That the Strategic Plan KPIs and Progress update be noted and that the 5-year plan be provided to the ACE Relationship Manager along with information on the School's planned CDD leaving date.</b>	<b>Director of Finance &amp; Resources</b>
	<b><u>CDD UPDATE</u></b>	
<b>B20/72</b>	CONFIDENTIAL MINUTE	
	<b><u>STRATEGIC RISKS</u></b>	
<b>B20/74</b>	It was noted that the strategic risks had not changed since the previous Board meeting but it was recognised that all were covered within the papers circulated to the Board.	
<b>B20/75</b>	<b>RESOLVED: That the Strategic risks be noted</b>	
	<b><u>MANAGEMENT ACCOUNTS – QUARTER ENDED 31 OCTOBER 2020</u></b>	
<b>B20/76</b>	The Board received and noted the management accounts to 31 October 2020.	
<b>B20/77</b>	<b>RESOLVED: That the management accounts to 31 October 2020 be noted.</b>	

	<b><u>COMPLIANCE</u></b>	
<b>B20/78</b>	The Board received the Human Resources Annual Data Report 2019/20 and noted the contents.	
<b>B20/79</b>	<b>RESOLVED:</b> i. That the Human Resources Annual Data Report 2019-20 be noted	
	<b><u>MINUTES</u></b>	
<b>B20/80</b>	The Board received and noted the following Committee minutes:  i. Finance Committee – 6 October 2020 ii. Academic Board – 20 July and 27 October 2020 iii. Nominations and Governance Committee – 29 September and 24 November 2020	
<b>B20/81</b>	<b><u>DATE OF NEXT MEETING</u></b> It was noted that the next scheduled meeting would be held on <b>11 May 2021 at 6pm.</b>	
	The meeting closed at 7.50pm	
<b>Signed</b>		
<b>Date</b>		