

<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 at 5pm on 11 July 2023 via zoom.</b>		
<b>Present:</b>	Peter Moizer (Chair), Sharon Watson (Principal), Jawad Ahmad, Mark Baker, Theresa Beattie, Kate Buckham, Emma Leah Culén Khei, Vinny Leach (from B22/106), Cathy Myles, Mandy Smits	
<b>In attendance:</b>	Vice-Principal and Director of Studies, Chief Operating Officer and Director of Finance, and Clerk to Governors	
<b>Apologies:</b>	Ben Mitchell, Gary Clarke, David Jones, Jonathan Pryor, Phil Sanger, Griselda Togobo	
		<b>Action</b>
	<b><u>DECLARATIONS OF INTEREST</u></b>	
<b>B22/89</b>	There were no declarations of interest. The Chair welcomed Jawad Ahmad to his first meeting.	
	<b><u>MINUTES OF THE LAST MEETING</u></b>	
<b>B22/90</b>	The minutes of the meeting held on 9 May 2023 were approved as an accurate record.	
	<b><u>MATTERS ARISING ON THE MINUTES</u></b>	
<b>B22/91</b>	The action log was received and the contents noted.	
	<b><u>PRINCIPAL'S REPORT</u></b>	
<b>B22/92</b>	<p>The Board considered the Principal's Report which included:</p> <ul style="list-style-type: none"> <li>• NPO update</li> <li>• Equality, Diversity and Inclusion</li> <li>• Capital/estates update</li> <li>• Leeds 2023</li> <li>• Staffing update</li> <li>• Learning &amp; Participation Update</li> <li>• Centre for Advanced Training</li> <li>• NSCD + programmes</li> <li>• Access and Participation Plan</li> <li>• Safeguarding and Prevent</li> <li>• Networking</li> <li>• Student recruitment</li> <li>• Marketing and social media</li> <li>• Events</li> <li>• Business and culture Breakfast</li> </ul> <p>The Principal updated the Board on ongoing discussions in relation to the capital development which was progressing more slowly than anticipated.</p> <p>Members congratulated the Principal on the recent Business Breakfast which had been very positive and had led to subsequent discussions.</p> <p>Clarification was sought about the Watson Dance project financial position and it was noted that the funding promised had not been received.</p>	
<b>B22/93</b>	<b>RESOLVED: that the Principal's report be noted</b>	

	<b><u>VICE-PRINCIPAL'S ACADEMIC REPORT</u></b>	
<b>B22/94</b>	<p>The Vice-Principal presented his Academic Report and highlighted progress in relation to degree awarding powers and potential partnerships.</p> <p>It was reported that the Strategic Plan 2023-28 had been progressed and had been published on the website. Work was taking place with Marketing and a link would be provided for the next meeting of the Board. A student group was also being established to look at how the plan would apply for students, and a further update would be provided at the next meeting of the Board.</p> <p>Governors noted the report on the Academic Board review of its effectiveness and the resulting actions which had been identified.</p>	
<b>B22/95</b>	<p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li><b>i. That the Vice-Principal's Academic Report be noted.</b></li> <li><b>ii. That the Vice-Principal would share a link to the Strategic Plan for the next meeting along with an update on the student working group.</b></li> </ol>	<b>Vice-Principal</b>
	<b><u>INITIAL BUDGET 2023-24</u></b>	
<b>B22/96</b>	<p>The COO and Director of Finance presented the initial budget 2023-24 which had previously been considered by the Finance and Resources Committee. It was noted that transitional funding had been received in relation to ISTA, which would reduce over the coming 4-year period. The budget had been prepared on a business as usual basis and the cash balance remained strong, and the COO and Director of Finance reported that a more detailed budget would be presented to the next Board meeting. Governors recognised that the biggest challenges were increasing income with the shortage of space, and fixed income whilst costs were increasing with inflation.</p>	
<b>B22/97</b>	<p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li><b>i. That the initial budget for 2023-24 be approved and a more detailed budget would be presented for approval to the next Board meeting.</b></li> </ol>	<b>COO &amp; Director of Finance</b>
	<b><u>POLICIES</u></b>	
<b>B22/98</b>	<p><b>Tuition Fee Policy 2024-25</b></p> <p>The Vice-Principal presented the Tuition Fee Policy 2024-25 and highlighted the proposed amendments. It was noted that these fees had been built into the budget and future financial plans.</p>	
<b>B22/99</b>	<b>RESOLVED: that the Tuition Fee Policy 2024-25 be approved.</b>	
<b>B22/100</b>	<p><b>Environmental Sustainability Policy</b></p> <p>The updated Environmental Sustainability Policy had been circulated and the COO and Director of Finance reported that the Action Plan had not yet been updated although most of the targets set in 2018 had been achieved. It was reported that it was hoped to involve students more in this area and Student Governors confirmed that the Students Union had a manifesto which could be used as a starting point.</p> <p>The Principal reported that she was looking more closely at potential improvements and initiatives that had not been thought possible previously, and Jawad Ahmad expressed an interest in providing support in this area.</p>	
<b>B22/101</b>	<b>RESOLVED: that the Environmental Sustainability Policy be approved.</b>	

B22/102	<b>Health and Safety Policy</b> The updated Health and Safety Policy had been circulated and it was reported that limited amendments had been made.	
B22/103	<b>RESOLVED: that the Health and Safety Policy be approved.</b>	
	<b><u>GOVERNANCE MATTERS</u></b>	
B22/104	The Board had received a paper containing a number of recommendations in relation to governance which was presented by the Clerk to Governors.	
B22/105	<b>RESOLVED:</b> <ul style="list-style-type: none"> <li>i. That Vinny Leach be appointed as Vice-Chair of the Board with effect from 16 July 2023.</li> <li>ii. That Cathy Myles be appointed to the Staffing and Remuneration Committee with immediate effect.</li> <li>iii. That the updated Code of Conduct for Governors be approved as circulated.</li> <li>iv. That the Internal Audit Plan 2023-24 be approved as recommended by the Audit Committee.</li> </ul>	
	<b><u>SCHOOL CHARITABLE STATUS</u></b>	
B22/106	Governors noted the paper from Eversheds Sutherland confirming the advice regarding the School's charitable status, which had been reported verbally at the previous Board meeting.  The COO and Director of Finance presented a paper setting out the legal advice in relation to pensions and it was noted that it was doubtful whether any significant savings would be achieved by offering a third pension scheme. It was agreed that the COO and Director of Finance should explore examples of successful implementation elsewhere before further consideration by the Board.  <i>Vinny Leach joined the meeting at this point.</i>	
B22/107	<b>RESOLVED:</b> <ul style="list-style-type: none"> <li>i. That the briefing paper on the School's charitable status be noted.</li> <li>ii. That the COO &amp; Director of Finance explore examples of implementation of a third pension scheme elsewhere before further consideration.</li> </ul>	<b>COO &amp; Director of Finance</b>
	<b><u>REVIEW OF INSTRUMENT AND ARTICLES</u></b>	
B22/108	The Clerk presented a paper on the revised Instrument and Articles of Government, setting out the proposed amendments which had been discussed with Eversheds Sutherland. It was noted that the updated version proposed would require the approval of the Privy Council before a final approval would be sought from the Board.  It was agreed that confirmation would be sought about whether the Chancellor/Patron would be a related party for the purposes of audit.	
B22/109	<b>RESOLVED:</b> <ul style="list-style-type: none"> <li>i. That the revised Instrument and Articles of Government, as circulated, be approved for submission to the Privy Council.</li> <li>ii. That confirmation be sought about whether the Chancellor/Patron was a related party.</li> </ul>	<b>Clerk Clerk</b>
	<b><u>MANAGEMENT ACCOUNTS</u></b>	
B22/110	The Board received the management accounts to 30 April 2023.	
B22/111	<b>RESOLVED: that the Management accounts to 30 April 2023 be noted.</b>	

	<b><u>STRATEGIC RISKS</u></b>	
<b>B22/112</b>	The strategic risks had been circulated and the contents were noted.	
<b>B22/113</b>	<b>RESOLVED: That the Strategic risks be noted.</b>	
	<b><u>MINUTES</u></b>	
<b>B22/114</b>	The Board received and noted the following Committee minutes: <ul style="list-style-type: none"> <li>i. Audit Committee – 25 April 2023</li> <li>ii. Nominations and Governance Committee – 18 April 2023</li> <li>iii. Finance and Resources Committee – 21 February 2023</li> <li>iv. Academic Board – 24 January 2023</li> </ul>	
<b>B22/115</b>	<b><u>SCHEDULE OF BUSINESS 2023-24</u></b> The schedule of Board business for 2023-24 had been circulated.	
<b>B22/116</b>	<b>RESOLVED: That the Schedule of business 2023-24 be noted.</b>	
<b>B22/117</b>	<b><u>DATE OF NEXT MEETING</u></b> It was noted that the next meeting was on <b>Tuesday 21 November 2023 at 3pm (on site)</b>  Staff and Student Governors left the meeting at this point.	
	<b><u>COST ANALYSIS</u></b>	
<b>B22/118</b>	CONFIDENTIAL MINUTE	
	The meeting closed at 6.20pm	