

NORTHERN SCHOOL OF CONTEMPORARY DANCE**NOMINATIONS AND GOVERNANCE COMMITTEE**

Minutes of the meeting of the Nominations and Governance Committee held at **6.00pm on Tuesday 28 September 2021**

Present: Peter Moizer (Chair), Tamsin Cooper, Ben Mitchell and Sharon Watson (Principal)

In attendance: Clerk to the Governors

Apologies: None

Action

DECLARATIONS OF INTEREST

N21/01 There were no declarations of interest.

MINUTES OF THE LAST MEETING

N21/02 The minutes of the meeting held on 19 January 2021 were reviewed and approved as an accurate record.

MATTERS ARISING ON THE MINUTES

N21/03 The action tracker had been circulated and members noted the contents.

BOARD MEMBERSHIP

N21/04 A paper had been circulated setting out the Board membership and current vacancies, along with the audit of skills and Board diversity.

It was noted that the first terms of office for Peri Thomas, Kate Buckham and Sara Wookey came to an end in October 2021 and the Clerk reported that Peri Thomas and Kate Buckham had indicated that they were willing to be considered for reappointment for a second term. Sara Wookey had confirmed that she would not be seeking reappointment as she was now pursuing other opportunities. It was also noted that Gary Clarke's term of office was due to end in January 2022 and he had indicated that he was willing to be considered for reappointment.

The Committee had previously interviewed Cllr Jonathan Pryor, currently Deputy Leader of Leeds City Council, for a co-opted Governor vacancy and had agreed to recommend his appointment to the Board.

The Committee noted that there were 2 student vacancies, which would be advertised shortly once students had settled back in, and 1 independent vacancy vice Pam Bone, with a second from October 2021 once Sara Wookey left the Board. It was agreed that there were skills gaps in marketing/fundraising and estates/property which the Committee would seek to fill. It was agreed to update the recruitment pack to reflect this and the Principal and CEO agreed to share the recent adverts used by Leeds 2023.

N21/05 **RESOLVED:**

- i. **That the reappointment of Peri Thomas and Kate Buckham with effect from 17 October 2021, and the reappointment of Gary Clarke from 16 January 2022, as independent Governors, be recommended to the Board for approval.**
- ii. **That the appointment of Cllr Jonathan Pryor as a co-opted Governor be recommended to the Board for approval.**

	iii. That the Governor recruitment pack and advert be updated with a view to attracting applicants with marketing/fundraising and estates/property experience.	Clerk/ Principal
	<u>STANDING ORDERS</u>	
N21/05	Updated standing orders had been circulated and the Clerk highlighted the proposed changes. Members agreed that they were clear and included provision for written resolutions which would facilitate decision making.	
N21/06	RESOLVED: To recommend the updated Standing Orders to the Board for approval.	
	<u>SCHEME OF DELEGATION</u>	
N21/07	The Clerk had circulated the updated Scheme of Delegation which included all new committee terms of reference.	
N21/08	RESOLVED: To recommend the updated Scheme of Delegation to the Board for approval.	
	<u>GOVERNANCE EFFECTIVENESS ACTION PLAN</u>	
N21/09	An update on the Governance Effectiveness Action Plan had been circulated and it was agreed to include narrative updates in future. The Committee considered the proposal within the CUC HE Code of Governance to consider the benefits of appointing a Senior Independent Governor. After discussion, members agreed that there was unlikely to be a significant role for such a position at the present time, and to review the position the following year. The Committee discussed the evidence around some of the requirements and noted that evaluating the social, cultural, economic and environmental impact of the institution required specialist input and the Chair agreed to approach colleagues at the University of Leeds as a possible postgraduate project.	
N21/10	RESOLVED: i. That the format of the action plan be updated to include more narrative. ii. That the Chair approach colleagues at the University of Leeds regarding an evaluation of the social, cultural, economic and environmental impact of the School.	Clerk to Governors Chair
	<u>COMMITTEE SELF-ASSESSMENT</u>	
N21/11	The Committee considered its performance against the terms of reference for 2020-21 and noted the contents.	
	The meeting closed at 7.10pm.	
Signed		
Date		