

<u>NORTHERN SCHOOL OF CONTEMPORARY DANCE</u>		
<u>BOARD OF GOVERNORS</u>		
Minutes of the meeting of the Board of Governors held at 3pm on 7 May 2024 in the meeting room.		
Present:	Peter Moizer (Chair), Sharon Watson (Principal until B23/63), Jawad Ahmad, Mark Baker, Theresa Beattie, Kate Buckham, David Jones, Vinny Leach, Amaury Lebrun, Isaac Lewis, Nina Lewis, Ben Mitchell, Griselda Togobo.	
In attendance:	Vice-Principal and Director of Studies, Chief Operating Officer and Director of Finance, and Clerk to the Governors	
Apologies:	Gary Clarke, Cathy Myles Jonathan Pryor	
		Action
<u>DECLARATIONS OF INTEREST</u>		
B23/62	There were no declarations of interest. The chair welcomed Nina Lewis and Isaac Lewis to their first meeting as Student Governors.	
<u>PRINCIPAL'S REPORT: ESTATES STRATEGY</u>		
B23/63	CONFIDENTIAL MINUTE	
B23/64	RESOLVED: that the Principal and CEO and SMT commission a report from the School's retained chartered surveyor setting out all the options for presentation to the next meeting.	Principal/ SMT
<u>MINUTES OF THE LAST MEETING</u>		
B23/65	The minutes of the meeting held on 6 February 2024 were reviewed and approved as an accurate record.	
<u>MATTERS ARISING ON THE MINUTES</u>		
B23/66	The action log was received and the contents noted. <i>B22/66 – CRM</i> It was reported that the Vice-Principal and Director of Studies would meet with Vinny Leach in the coming weeks to discuss the customer relationship management system. <i>B22/70 – Policy on Staff and Student Relationships</i> The Vice-Principal and Director of Studies reported that the policy was currently being consulted on and would be brought to the next meeting.	VP & DoS/V Leach VP & DoS
<u>PRINCIPAL'S REPORT</u>		
B23/67	In the absence of the Principal and CEO, the Vice-Principal presented her report, which included <ul style="list-style-type: none"> • NPO report and management accounts for March 2024 • Staffing update • Capital/estates update • EDI • Prevent/Safeguarding • Learning & Participation Update/Centre for Advanced Training • Events and Projects update 	

	<ul style="list-style-type: none"> • Access and Participation • Student recruitment • Marketing and Communications <p>Governors suggested that it might be helpful for a Board member to be available to support the Principal in discussions with the city council and the Vice-Principal agreed to discuss that with the Principal.</p> <p>An updated version of the Equality, Equity, Diversity and Inclusion Policy had been circulated, with the main change being the inclusion of “equity” in the title. David Jones reported that the focus of the EDI group was now to implement the actions. The Board approved the updated Equality, Equity, Diversity and Inclusion Policy.</p> <p>In response to a query about filling of vacancies, it was reported that recruitment was strong although some of the back office positions were more difficult to fill.</p>	VP & DoS
B23/68	RESOLVED: that the updated Equality, Equity, Diversity and Inclusion Policy be approved.	
	<u>VICE-PRINCIPAL’S ACADEMIC REPORT</u>	
B23/69	<p>The Vice-Principal presented his academic report and highlighted the key points, including</p> <ul style="list-style-type: none"> • Update of Full Degree Awarding Powers • Costings Analysis HE Provisions • Staffing in academic areas • Senate terms of reference <p>CONFIDENTIAL MINUTE</p>	
B23/70	<p>RESOLVED:</p> <ol style="list-style-type: none"> That the Vice-Principal’s Academic Report be noted. That the Vice-Principal put all actions into a table so that the Board could track them. 	VP & DoS
	<u>STRATEGIC PLAN MONITORING AND KPIS</u>	
B23/71	Members received the report on progress against the Strategic Plan objectives.	
B23/72	RESOLVED: That the report on progress against the Strategic Plan objectives be noted.	
	<u>SENATE MEMBERSHIP AND TERMS OF REFERENCE</u>	
B23/73	A paper setting out the updated Senate membership and terms of reference had been circulated and was approved by the Board.	
	RESOLVED: that the Senate membership and terms of reference be approved.	
	<u>GOVERNANCE</u>	
B23/74	The Board had received a paper containing a number of recommendations in relation to governance which was presented by the Clerk to Governors.	
B23/75	<p>RESOLVED:</p> <ol style="list-style-type: none"> That David Jones and Griselda Togobo be appointed to the Finance and Resources Committee. That the updated Statement of Primary Responsibilities be approved That the updated Procedures for the Recruitment and appointment of Governors be approved. 	

	iv. That Isaac Lewis be formally appointed as the elected Student Governor.	
	<u>POLICIES</u>	
	<u>Intellectual Property Policy</u>	
B23/76	The Vice-Principal presented the draft Intellectual Property Policy and it was confirmed that the policy was enforced through staff contracts and within student handbooks. It was agreed that the policy should be legally reviewed before bringing it to the next Board meeting for final approval.	VP &DoS/ COO & DoF
B23/77	RESOLVED: That the Intellectual Property Policy be accepted in draft and be brought to the Board for final approval at its next meeting.	VP &DoS/ COO & DoF
	<u>STRATEGIC RISKS</u>	
B23/78	The strategic risks had been circulated and the contents were noted.	
B23/79	RESOLVED: That the Strategic risks be noted.	
	<u>MANAGEMENT ACCOUNTS – QUARTER ENDED 31 JANUARY 2024</u>	
B23/80	The Board received and noted the management accounts to 31 January 2024. The COO and Director of Finance reported that the loss for the period was below the forecast loss. Vinny Leach left the meeting at this point	
B23/81	RESOLVED: That the management accounts to 31 January 2024 be noted.	
	<u>MINUTES</u>	
B23/82	The Board received and noted the following Committee minutes: i. Finance and Resources Committee – 31 October 2023 ii. Nominations and Governance Committee – 5 December 2023 iii. Senate – 30 January 2024 iv. Remuneration and Staffing – 14 March 2023	
	<u>SCHEDULE OF MEETINGS</u>	
B23/83	The Schedule of meetings for 2024-25 was received.	
B23/84	RESOLVED: That the schedule of meetings 2024/25 be approved.	
	<u>DATE OF NEXT MEETING</u>	
B23/85	It was noted that the next meeting would be held on Tuesday 9 July at 5pm via zoom.	
	All staff and students left the meeting	