

<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 19 November 2024 in person.		
Present:	Peter Moizer (Chair), Sharon Watson (Principal), Kate Buckham, Vinny Leach, Isaac Lewis, Nina Lewis, Jo Nicol, Jonathan Pryor, Griselda Togobo, Jawad Ahmad, Theresa Beattie, Amaury Lebrun, Marc Ireland, Paul Brennan, Catherine Thristan and Mark Baker.	
In attendance:	Vice-Principal and Director of Studies, Chief Operating Officer and Director of Finance (until B23/110), and Clerk to the Governors	
Apologies:	David Jones, Gary Clarke,	
		Action
<u>DECLARATIONS OF INTEREST</u>		
B24/25	There were no declarations of interest.	
<u>MINUTES OF THE LAST MEETING</u>		
B24/26	The minutes of the meeting held on 22 October 2024 were reviewed and approved as an accurate record subject to the correction of C Thristan's name spelling.	
<u>MATTERS ARISING ON THE MINUTES</u>		
B24/27	<p>The action log was received, and the contents noted. Several actions were noted as being completed and as such the following were closed – B23/100 B23/113 and B24/06.</p> <p>It was agreed that CT would be the Governor representative at Senate meetings and the Clerk would provide dates and information. (B24/14. The Clerk would make the appropriate inductions for CT to Senate administrative staff.</p>	
<u>PRINCIPAL'S REPORT</u>		
B24/28	<p>A verbal update was provided by the Principal and covered the following</p> <ul style="list-style-type: none"> • Both the Principal and the Vice Principal had attended the graduation ceremonies at University of Kent and reported that it was the largest representation from students with 62 in attendance. • Meeting had been held with the OfS who confirmed the landscape for Higher Education was not great however NSCD remain in a positive position both in terms of stability and sustainability. • Principal and Paul Brennan have met with Councillor Pryor re the position on the Estates strategy and the need for the school to expand. It was a productive and positive meeting, and a more detailed report will be tabled at the next Board meeting. 	Principal & CEO
B24/29	RESOLVED: that the Principal and CEO's update be noted, and that the Principal and CEO will continue to progress the Estates strategy and report to the Board in due course.	
<u>VICE PRINCIPAL'S REPORT</u>		
B24/30	<p>A verbal updated was provided by the Vice Principal and covered the following</p> <ul style="list-style-type: none"> • Graduation photos will appear on NSCD platforms from the following day and reported the event was a great success • Confirmed that work continues to progress the FDAP application with over 1500 pieces of evidence now uploaded to the portal for inspectors 	

	<ul style="list-style-type: none"> • He personally thanked the Governors who gave of their time earlier in the day for the meeting with the OfS Inspectors regarding the FDAP assessment. 	
	<u>GOVERNANCE MATTERS</u>	
B24/31	<p>The Clerk to the Governors presented a summary of the Annual Skills Audit of the Board of Governors highlighting areas of strength and weaknesses.</p> <p>The recruitment and appointment for the forthcoming academic year was also noted in relation to the Governors who will have served their terms of office.</p>	
B24/32	RESOLVED: that the results of the Annual Skills survey were noted. It was agreed a timeline and implementation plan for recruitment of new Governors be presented at the next Board meeting.	Clerk to the Governors
	<u>ACCOUNTABILITY</u>	
B24/33	<p>The Annual Reviews of committees for Audit, Finance and Resources and Remuneration and Staffing were received and accepted.</p> <p>An updated Annual report on compliance with OfS Conditions of Registration was presented by the VP and the changes were highlighted.</p>	
B24/34	RESOLVED: that the Annual reviews of Committees performance and the updated Annual report on compliance with OfS Conditions of Registration were noted.	
	<u>FINANCIAL MATTERS</u>	
B24/35	<p>The Financial Statements for 2023.24 were presented and were accepted. It was agreed the appropriate signatories could now sign the final version to enable the Accounts to be filed with the respective regulatory outlets.</p> <p>It was agreed that the Letter of Representation could be signed by the Chair. It was noted there were no new additions to the letter from last year and the COO confirmed that standard Terms and Conditions were applied.</p> <p>The Audit closing report and the associated management response were noted and accepted.</p> <p>The COO presented the NPO accounts so these could be submitted and allow for release of funds. The activity associated with this financial return had been presented at the October 2024 Board meeting.</p>	
B24/36	RESOLVED: that the Financial statements for 2023.24 be accepted and the relevant authorised signatures to be applied. The same to be completed for the Letter of Representation.	
	The NPO accounts to be filed to the Arts Council in order to release the next tranche of funding.	
B24/37	<p><u>AFR and Budget 2024-25- and 5-Year plan review</u></p> <p>The COO presented the AFR and 5-year review confirming this was an updated version to that presented at the June Finance and Resources Committee as well as the July Board.</p> <p>It was outlined that the landscape for Higher Education remains challenging and, on the guidance, and request of the OfS the budget and review had been prepared without including projections associated with FDAP.</p>	

	<p>The Budget and AFR presented could be deemed as the “worst case” scenario. OfS required institutions to retain reserve levels to cover a</p> <p>The COO highlighted the liability of the WYPS, this is a small net asset. It is valued on an open book basis with new staff joining. If it was to be closed, then it would need to be revalued but it is estimated there is approx. £1m of liability.</p> <p>It was noted that should FDAP be awarded this has significant potential to increase revenue due to the engagement with partners and new courses that can be added.</p>	
	JA left the meeting at this point due to personal commitments.	
B24/38	RESOLVED: that the ARF and 5-year plan be accepted and approved by the Board.	
	<u>POLICY APPROVALS</u>	
B24/39	<p>The Annual Prevent Data Return and Accountability declaration were presented, and their contents noted.</p> <p>It was confirmed that the Vice Chair receives any alerts and updates as the nominated Board lead in this area.</p>	
B24/40	RESOLVED: that the Annual Prevent Data return and Accountability declaration can be signed by the Vice Chair and submitted to the required agencies.	Clerk / HOL
	<u>STRATEGIC RISKS</u>	
B24/41	The strategic risks had been circulated and the contents were noted.	
B24/42	RESOLVED: That the Strategic risks be noted.	
	<u>MANAGEMENT ACCOUNTS</u>	
B24/43	<p>The Management accounts to the period 31 October 2024 were presented.</p> <p>The COO noted that with the increase in staffing resource for the dept that greater analysis was taking place. In summary the budget is ahead. It was noted that staff costs are spread across the year and thus will adjust.</p> <p>This version of the Accounts will be supplied to the Auditors as part of the final evidence to show ongoing basis so that accounts for 23.24 can be filed.</p>	
B24/44	RESOLVED: That the Management Accounts to 31 October 2024 be accepted.	
	<u>COMPLIANCE - HR ANNUAL DATA REPORT 2023-24</u>	
B24/45	The Annual HR Data report was tabled for approval. It was confirmed this had been presented at the Remuneration and Staffing Committee earlier in the month.	
B24/46	RESOLVED: That the HR Annual Data report for 2023.24 be noted.	
	<u>MARKETING AND COMMUNICATIONS UPDATE</u>	
B24/47	The Marketing and Communication report was shared for information. .	
B24/48	RESOLVED: That the Marketing and Communications update be noted.	
	<u>MINUTES</u>	
B24/49	<p>The Board received and noted the following minutes:</p> <ul style="list-style-type: none"> i. Finance & Resources Committee – 7 November 2024 ii. Audit Committee – 12 November 2024 iii. Academic Board – 22 October 2024 iv. Remuneration & Staffing – 8 November 2024 v. Joint Negotiating Committee agreement vi. Development Group – 17 October 2024 	

	<u>AOB</u>	
B24/50	<p><u>Tuition Fees 2025.26</u></p> <p>It was noted that in the recent Government Budget an increase had been applied to University Tuition Fees. The Board had approved the fees at their meeting in July but considering the changes agreed they would follow the national level. This results in an increase to all BA Fees for students, current and new to £9,535 from 2025/26 onwards. All CertHE fees to increase to £8,765 for 2025/26 onwards. It was agreed to review all other unregulated fees (UG & PG) plus School's deposit policy for 2026/27 onwards and provide a competitor analysis for consideration by the Finance and Resources committee.</p> <p><u>Meeting with Inspectors relating to FDAP application</u></p> <p>It was noted that a selection of Governors had met with Inspectors from OfS earlier in the day for assessment relating to FDAP. It was agreed that there will need to be consideration given to the required additionality and oversight required if FDAP is awarded. IT was also noted that a clear action plan was required to be shared with the Governors, so we are in a good position if given approval.</p> <p><u>Use of TEAMS</u></p> <p>It was agreed to change to use TEAMS as the online meeting platform going forward. Any potential usage issues to be flagged to the Clerk.</p>	
B24/51	RESOLVED: That the increase in Tuition fees was approved and will be updated on all NSCD collateral. The VP to work up an action plan to be shared with Governors identifying the additional oversight requirements.	
B24/52	The meeting closed at 6.00pm.	
B24/53	<u>DATE OF NEXT MEETING</u> It was noted that the next meeting would be held on Tuesday 28 January 2025 at 5pm on zoom.	