



CHAIR RECRUITMENT PACK

FEBRUARY 2021

CONTENTS

Welcome To Royal & Derngate.....	2 & 3
About The Organisation.....	4 & 5
The Last 12 Months	6 & 7
Vision And Values	8
The Candidate	9 & 10
How To Apply	11 & 12
Role Description	13 - 15
Current Board of Directors.....	16 - 23

WELCOME TO ROYAL & DERNGATE

Royal & Derngate (Northampton Theatres Trust) is seeking a Chair for our Board of Trustees.

With proven strategic knowledge of the arts and charity sector and a conviction that the arts are vital for the pride and wellbeing of a thriving town and county, you will join the theatres at an important time.

As you'll read in our biography and in our update of the last 12 months in this short pack, we are looking towards an exciting future. While we continue to weather the obvious challenges of this Covid era, we do not underestimate the important role we will play as the country emerges from the pandemic.

Before we were forced to close our doors in March 2020 due to Covid-19, Royal & Derngate was enjoying record audiences and attendance. With an annual local economic impact of over £28m, we were proud of our broad portfolio of producing, presenting, community engagement, work with children and young people, and sector/local leadership. More than **337,000** had been through our doors in Northampton to our programme of presented and produced shows,

films or community activity that previous year and a further **265,586** seen our work across the country on one of our tours or West End transfers.

The largest Arts Council National Portfolio Organisation in Northamptonshire, we are often looked to by funders and other stakeholders to provide a lead for the local cultural sector. We are currently collaborating with partners to create a Cultural Compact, a new ten-year cultural strategy for

WELCOME TO ROYAL & DERNGATE CONTINUED

Northampton and are represented on the Board of Northampton Forward, a new strategic driver for wider economic and town centre regeneration.

A number of strategic initiatives locally have created a 'perfect storm' of positive change in Northampton over the last 2 years. As well as an impending move to a combined local authority, the University of Northampton has moved to a new £330m town-centre campus, an expanded museum offer will open in 2021 following a £7m redevelopment, and the £14m Vulcan Works CCI hub opposite Royal & Derngate will welcome artists and businesses shortly after. NN Contemporary are relocating to a former council building on Guildhall Road with whom we are

hoping to partner on their plans for further exciting transformation.

We reflect a little on the impact of the pandemic on page 6 of this document. We are also looking closely at how we will need to change and evolve in the coming months and years to ensure we continue to play a vital part in the lives of all our communities, and continue our important national and industry-wide role as an award-winning producing theatre. Our new Chair will be integral to all of these exciting developments.

We are an inclusive organisation, committed to fair recruitment, induction, training, succession planning and equality of opportunity.

ABOUT THE ORGANISATION

Royal & Derngate comprises a 1,200-seat multi-purpose auditorium and 450-seat Victorian playhouse that present a mixed programme of high-profile touring shows and artists all year round and host our award-winning Made In Northampton series of in-house produced theatre productions. A 100-capacity studio doubles as both a workshop space for children and young people, and an ad hoc small scale performance space (Underground Studio). In June 2013 we opened an 88-seat independent cinema, operating full time adjacent to Derngate, the Northampton Filmhouse. Such was its success, that we opened a second screen in 2017.

We are the main venue for arts and entertainment in Northamptonshire. Named Regional Theatre of the Year in The Stage Awards in 2011 (and nominated again in 2016), we won the UK Theatre Awards for Best Presentation of Touring Theatre in 2015 and Best Touring Production in 2016 for *The Herbal Bed*, and The Stage Ensemble Award and a Fringe First for Education, Education, Education in 2017. *The Worst Witch* won the 2020 Olivier Award for Best Family Show, whilst *Our Lady of Kibeho* was nominated for a 2020 Olivier Award for Outstanding Achievement, *The Season* earned its composers the Stage Debut award

and Michael Billington awarded us “Outstanding Regional Theatre of the Year 2020” in *Country Life*. Meanwhile, the adapted screenplay from our original play commission of *The Pope* was nominated for “Best Adapted Screenplay” at the Academy Awards as Netflix’s *The Two Popes*.

Alongside touring nationally and internationally our Made in Northampton productions have transferred to the West End and Broadway as well as Shakespeare’s Globe, the National Theatre and The Southbank Centre. Productions transferring to London last year

ABOUT THE ORGANISATION CONTINUED

included *The Worst Witch*, *Our Lady of Kibeho*, *Touching the Void*, *Education, Education, Education* and *The Lovely Bones*.

We present a diverse range of visiting productions on both the Derngate and Royal stages, featuring West End musicals and dance, plus comedy and music from some of the biggest artists around. We also feature a regular programme from the Royal Philharmonic Orchestra. We provide hiring opportunities for the local music service and amateur theatre companies across all our stages. Last year we hosted the UK Musical Theatre Conference, *Devoted & Disgruntled 14*, *BEAM 2020* and the International Teach First conference.

Our award-winning, nationally recognised Get Involved programme

engages with over 18,576 participants each year, including schools, families and communities in Northamptonshire and beyond, and our two-screen cinema welcomed over 76,000 audience members to the best in world, independent, British and mainstream film. Meanwhile, the Generate artistic development programme supports hundreds of local artists each year.

We also continue to work in partnership to manage The Core at Corby Cube which has recently celebrated its tenth birthday. A number of the Trust's employees support the work of this sister organisation under the umbrella of Northamptonshire Arts Management Trust.

THE LAST 12 MONTHS

Alongside many of our peers across the sector, the financial impact of the pandemic has been devastating. 90% of our income is usually drawn from ticket and bar sales. Having closed our doors on Wednesday 18 March, we embarked upon our Bring Us Back Together fundraising campaign – the response from our audiences, local partners and stakeholders was extraordinary. The team then achieved funding from both Arts Council England’s Emergency Response Fund and from the Culture Recovery Fund, with additional support from Northampton Borough Council securing the future of the theatres. This enabled us to continuously deliver an extensive “At Home” digital programme of activities to our local communities, launch a drive-in cinema experience, champion hundreds of local artists through our Generate programme and offer employment opportunities to hundreds of freelance theatre-makers.

We were thrilled to open our cinema screens temporarily in December and look ahead to a fuller reopening of the theatre spaces in May (restrictions permitting). While there is still a challenging road ahead, the team and Board are committed to remaining a vital resource for our communities and understand the importance of the role we will play as we emerge further from the pandemic.

THE LAST 12 MONTHS CONTINUED

Key moments during Covid closure have included:

- Creating a sold-out drive-in cinema experience at Delapre Abbey welcoming 5,500 audience members over 23 screenings and launching a “Northampton Filmhouse at Home” streaming platform for new cinema releases.
- Launching a new 3-year partnership with the National Youth Theatre to provide outstanding training opportunities for up to 800 young people in 2021.
- Streaming Made in Northampton shows including #ZoologicalSociety and Every Last Trick to over 140,000 people online.
- Employing 150 freelance artists to develop new musical theatre during lockdown, which will culminate in four fully staged original musicals in 2021.
- Supporting over 200 practitioners by hosting the online BEAM Festival of new musical theatre with MMD and MTN.
- Hosting GenFest online festival supporting 1,700 artists.
- Launching the Northamptonshire Cultural Education Partnership consortium supporting 20,000 young people attending East Midlands schools through digital resources, challenge packs and career insights.
- Hosting the largest live-streamed online NT Connections festival in the UK.
- Handing out 480 free food parcels to children going hungry during the October half-term and manufacturing scrubs for front-line workers.
- Directly lobbying MPs, Government Ministers and stakeholders to support the wider sector, raising awareness in national newspapers and on TV, radio and social media. Leading the largest #LightItInRed campaign outside London in partnership with Robe UK.

VISION AND VALUES

VISION

To ensure that Royal & Derngate is at the heart of a thriving county where everyone enjoys regular access to exceptional and relevant arts and culture.

MISSION

Royal & Derngate is the region's home for the creation of world-class theatre and a sector lead for transformative creative learning. We find, make and share unforgettable cultural experiences and opportunities for and with the people of Northamptonshire and beyond - in our theatres, cinemas, rehearsal rooms, public spaces and workshops. We inspire and entertain audiences and build communities through the stories we tell, the theatre we make, the skills and talents we share, and the quality live entertainment and films we present.

VALUES

To NURTURE: our audiences, our teams and our buildings

To TEST: our ideas, our boundaries, and our shared ability to make and resource groundbreaking live theatre

To BUILD: our financial resilience, our partnerships, our creative pathways, and a positive sense of community and belonging

To AMPLIFY: our artists, our impact, our diversity and our accessibility

THE CHAIR

We are looking to recruit a Chair with proven strategic knowledge of the arts or charity sector to provide guidance and support to the leadership team. They will display many of the attributes and commitments listed on the next page, and supplement the skills and experiences of our existing Board of Trustees.

The Board of Trustees is the governing body of Northampton Theatres Trust (encompassing Royal & Derngate and Northampton Filmhouse). A charitable company, the Trustees have duties under charity law and company law. While operational responsibility is delegated to the theatre Executive, Trustees are responsible for the governance and the strategic direction of NTT in delivering its charitable objects. More information on being a charity trustee can be found at www.gov.uk/guidance/charity-trustee-whats-involved.

Board Meetings are normally held six times a year as well as an annual Away Day which all Trustees are expected to attend. Meetings primarily take place in Northampton though attendance via Zoom on occasion is likely to be acceptable. In addition, there are a number of sub-committees, and The Chair will be encouraged to have oversight of those committees with support from their Vice Chair. Trustees are all expected to take on additional roles as appropriate. Trustees are also encouraged to support theatre performances, fundraising events and community projects and have informal meetings with relevant members of the Executive team. All Trustees are elected for an initial term of 3 years.

At the back of this pack is a full role description and we have included biographies of those currently on our Board of Trustees.

THE CHAIR CONTINUED

OUR NEW CHAIR:

- loves theatre and believes that the arts have the power to transform lives
- shows a strong commitment to equality, diversity and inclusion and supports our strategic ambition as an arts organisation to create opportunities and reduce barriers for everyone, and particularly under-represented groups
- has experience in setting and reviewing strategic direction and achievement
- is committed to giving the time to prepare for and lead board and attend sub-committee meetings
- is good at listening and sensitive to conflicts of interest
- has a working knowledge of governance and management
- has experience of understanding complex financial data, risk and legal requirements and can help provide transparent explanations to their peers

- preferably has experience as a Board member of a charity or similar organisation

THEY WILL BE EXCITED TO:

- support theatre performances and events so that they can fully understand the breadth and impact of our work
- champion the work of the Trust, helping to raise our profile at all levels
- act in the best interests of the Trust at all times
- ensure proper and effective governance of the Trust, guiding its strategic direction in line with our charitable purpose
- actively support the team in fundraising efforts, proudly searching and advocating for philanthropic and commercial support of NTT to existing and prospective funders
- build and maintain relationships with key partners

HOW TO APPLY

We particularly welcome applications from those whose backgrounds are currently under-represented on both our Board and in the Arts more widely. We want to encourage socio-economic diversity on the Board, as well as representation from Black, Asian, or other Minority Ethnic groups and/or people who identify as D/deaf and disabled.

HOW TO APPLY

To apply, please submit an up-to-date CV and a two-page letter, addressing your interest and suitability with reference to the person specification and areas of expertise outlined on pages 8 & 9. Please be sure to have read the full role description included in the Appendix.

Alternatively, those interested in applying can submit a short (maximum three minutes) video or audio statement.

Those interested in applying can arrange a pre-application conversation with either the Chief Executive, Chair of the Nominations Committee or Interim Vice Chair. Please contact Alexandra Robinson on 01604 655712 or email alexandra.robinson@namtrust.co.uk to arrange. Please also use this email address to submit your application before the closing date. Please accompany your application with a completed Equal Opportunities Monitoring Form which can be downloaded from the website where you found this pack.

Candidates needing any assistance to complete their application should also contact Alexandra Robinson. If there is anything about this recruitment process or the way we have promoted this opportunity that has created any barriers to you applying, please let us know.

HOW TO APPLY CONTINUED

CLOSING DATE

Please note that the closing date for applications is Monday 8 March at 10am

INTERVIEWS

Interviews will take place w/c 15 March. We will cover expenses incurred linked to interview. We hope to conduct these in person in Northampton, though if restrictions demand, part of the process might take place via Zoom.

REMUNERATION

This is a voluntary position, though reasonable travel and subsistence expenses will be reimbursed.

PRIVACY NOTICE

NTT will collect and maintain some personal information about you throughout the recruitment and selection process. The organisation is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. The full applicant privacy policy is on our website alongside the application pack.

THE ROLE

THE CHAIR - ROLE SUMMARY

- Lead the Board in the achievement of the Trust's mission and strategic vision
- Ensure the governance and management of the Trust is in accordance with the charity's governance documents and the law.
- Constructively support the CEO, Artistic Director and the Senior Management Team in implementing Board decisions.
- Uphold the values of the Northampton Theatres Trust and embed the principles of diversity, equality and inclusion through all its activities.

ROLE DESCRIPTION

LEADERSHIP AND ADVOCACY

- To lead the Board in the approval of the mission and strategic vision, operational plans, key performance indicators, budgets and financial statements.
- To work with the Executive to monitor performance against key objectives.
- To work with the Executive to ensure financial sustainability
- To approve and monitor policies, procedures, systems of control and accountability, financial and operational controls, audit systems and risk assessment.
- To ensure that the principles of diversity equality and inclusion are embedded and upheld in the operation of the Board and in all its activities.
- To appoint the CEO, line manage, support them in their role and review and monitor their performance.

THE ROLE CONTINUED

- To safeguard the reputation of the Trust.
- To develop and maintain positive relationships with key stakeholders.
- To represent NTT on the board of Northamptonshire Arts Management Trust (NAMT)
- To contribute to the appointment and line management of the Artistic Director and act as a direct point of contact and support for the appointee.
- Attend company productions and events where possible and introduce others to the company through these activities.
- Seek out and support fundraising opportunities
- To chair general and extraordinary Board meetings, away days and workshops, contributing to those sub committees where particular expertise is relevant.
- To enable all trustees to contribute meaningfully to meetings and play an active role in the sub committees
- To lead the Board in the regular review of its sub committees to ensure they are fit for purpose
- To ensure effective communication between the Executive, subcommittee chairs and the Board and that terms of reference and reporting lines are clear.
- To approve levels of delegated authority to the Executive, Chair and subcommittees, review regularly and monitor compliance with the Board.

GOVERNANCE AND MANAGEMENT

- To ensure the Board is fulfilling its responsibilities in relation to the charity's governing document and the law.

THE ROLE CONTINUED

BOARD DEVELOPMENT

- To lead the Board by establishing an appropriately skilled and diverse group of trustees and senior management team through the recruitment of excellent individuals
- To ensure that trustees and senior management team are supported in their development within their role
- To support the development of the trustees ensuring that they understand fully their role and responsibilities and drawing on their particular expertise to the benefit of the Board as a whole.
- To ensure that the trustees have the appropriate skills to enable the Board to deliver its objectives and ensuring that any gaps are addressed through development of individuals or recruitment.
- To ensure the sustainability of the Board through the performance review of trustees and succession planning.

Additional Responsibilities

- Act as an Ambassador for Northampton Theatres Trust, promoting and championing the organisation to external contacts and bodies whenever possible.
- Seek out and support fundraising opportunities
- Attend company productions and events where possible and introduce others to the company through these activities.

CURRENT BOARD OF DIRECTORS

OUTGOING CHAIR: STEVE EDMONDS

INDEPENDENT

Steve is a Northamptonian and Chartered Accountant. He joined the Board in January 2011 and was appointed Chair in November 2016. He is a member of the Finance Committee, which he has chaired since May 2011, and a member of the Cinema Committee. Steve has held operational and strategic board level positions with Grant Thornton in the UK and its international network. He was previously a trustee of the Royal Theatre and has been involved with a number of other local charities, including chairing the County's British Olympic Appeal and Sports Aid foundation.

JANE BLOOMER

INDEPENDENT

Jane was appointed to the Board in June 2015 and is a member of the Finance Committee. She is a practicing solicitor and director at the local law firm Howes Percival LLP, strategically managing teams in Northampton and Milton Keynes. Jane has been an amateur dancer since the age of 13, and has a particular passion for promoting the arts. She has lived in Northampton since 2005, having started her legal career in Birmingham, and still regularly participates in ballroom, Latin and modern dance events.

CURRENT BOARD OF DIRECTORS CONTINUED

JANE BUNCE

INDEPENDENT

Jane joined the Board in November 2020, and is the Chair of the Nominations Committee. She studied at the University of Sheffield before qualifying as a Chartered Surveyor. Jane began working at the University of Northampton in 1995. From 2007 she was the Registrar and Clerk to the Board of Governors until in 2012 when her role changed and she became Director of Student and Academic Services. For the past six years until her retirement on July 2019, Jane was the Academic Project Manager for the University of Northampton Waterside Scheme. Jane is a member of the Surprise Northamptonshire Board and Northampton Forward Board, representing the University in both cases.

CLLR BRANDON ELDRED

LOCAL AUTHORITY NOMINEE (NBC)

Brandon was appointed to the Board on 19 September 2016, and is a member of the Finance Committee. He is a Northampton Borough Councillor for East Hunsbury Ward and currently holds the Cabinet role of Finance. Brandon has brought some big events to Northampton including Alive at Delapre, Women's cycle Tour, Olympic Flame, set up the Cultural Forum, Walk in the Park to name a few.

CURRENT BOARD OF DIRECTORS CONTINUED

FRANCES HOLLOWAY

INDEPENDENT

Francis joined the Board in May 2017 and is a member of the Finance Committee. She is a qualified accountant and has held a number of posts with NCC, Avon and currently Network Rail. Frances is familiar with financial reporting and systems, the workings of boards and chairing committees. She is also a proud Northamptonian and supporter of the Arts, particularly for young people.

BERNIE LALLY

INDEPENDENT AND INTERIM VICE CHAIR

Bernie is a housing and commissioning consultant, anthropologist, and mother to two young daughters. She was appointed to the board in May 2017. Bernie specialises in strategy, carbon reduction, technology, and innovation. Prior to joining the civil service she worked in the charity sector in a number of areas including environmental education, sustainable development and children's charities. Bernie spent her childhood in Northampton and returned in 2012, to bring up her children here, after having lived and worked overseas and around the UK. Bernie has a passion for the arts and wrote her Masters dissertation on Canadian circus company, Les 7 Doigts. She is a member of the Representation and Inclusion Committee.

CURRENT BOARD OF DIRECTORS CONTINUED

ROGER MARTIN

INDEPENDENT

Roger joined the Board in March 2014. He is a Fellow of the Institute of Direct Marketing, and Managing Director of Star Digital an award winning Northampton based digital marketing agency. Roger has lived in Northampton since 2002 with his wife Andrea and their three children, and has a keen interest in supporting and promoting music and theatre. He is a member of the Marketing sub-committee, and Development Committee.

VICTORIA MILES

INDEPENDENT AND OUTGOING VICE CHAIR

Victoria was appointed to the Board on 20 May 2009. Victoria is the Chief Executive of the Northamptonshire Community Foundation (Northamptonshire's independent grant giving organisation). Victoria has a passion for theatre; she originally trained as an actress and singer before embarking on an earlier career with the Regional Press, and still directs and performs with various small independent performance groups such as Roundabout Theatre Company and Company MK. Victoria is a member of the Development Committee.

CURRENT BOARD OF DIRECTORS CONTINUED

HANNAH MILLER

INDEPENDENT

Hannah was appointed to the Board in June 2015. She is currently the Head of Casting at the Royal Shakespeare Company. She has also cast productions for Northampton Theatres, Hampstead Theatre, the Young Vic, Cardboard Citizens, Treatment Theatre and Sheffield Theatres. Hannah also works regularly in drama schools and with other industry organisations advising actors on professional development. She has previously been a school governor in Northamptonshire, been elected to the committee of the Casting Directors Guild, and is a member of the Arts Committee.

TANYA MOODIE

INDEPENDENT

Tanya joined the Board in November 2020 and is a member of the Arts Committee. She is a Canadian born British actress & producer, and has been nominated for Best Actress at the UK Theatre Awards, the What's On Stage Awards and the London Evening Standard Theatre Awards, and twice for the Oliviers 'Outstanding Achievement' category. Tanya played Queen Constance in James Dacre's Royal & Derngate production of King John at the Church of the Holy Sepulchre, Northampton, in 2015. She is a RADA Council member, a Patron of Roundabout Dramatherapy and Act For Change, an Ambassador of Park Theatre and an Ambassador for Clean Break. She is a founding member of the Women's Equality Party. In searching for work that foregrounds untold stories of Britain's rich multicultural history, she set up a television production company (2not2) with playwright Sarah Rutherford. Two of their projects are currently in development.

CURRENT BOARD OF DIRECTORS CONTINUED

CLLR IAN MORRIS

LOCAL AUTHORITY NOMINEE (NCC)

Ian was appointed to the Board in 2019. He is a shareholder in Ros Povey Productions Ltd and was a shareholder in the Old Vic Productions until a few years ago. Ian also invested in a number of shows over the years both in the West End, New York and regionally in the UK, and now owns and runs a property investment business. He is an elected Councillor on Northamptonshire County Council and is currently the portfolio holder on the Cabinet for Adult Social Care and Public Health. Ian splits his time between Northamptonshire and London and enjoys country walks, reading, the theatre and films.

SAMUEL MUNDAY-WEBB

INDEPENDENT

Sam joined the Board in November 2020 and is a member of the Arts Committee. He is a director, writer, producer and educator with experience in theatre, education and schools. In 2016 Sam founded the Great British Pantomime Awards. He has worked in community arts engagement as a director and educator in Northamptonshire and facilitates and manages the artistic programme for Brackley Youth Theatre. He also has an in-depth knowledge of Safeguarding and works with local and national organisations to support their safeguarding provision. Sam's company The Inspiration Factory offers bespoke workshops to business to promote well being and better team practices, which includes a talk about ADHD, OCD and mental health to encourage people of all ages to talk about mental health.

CURRENT BOARD OF DIRECTORS CONTINUED

KAY ROBERTS

INDEPENDENT

Kay is a Northamptonian and taught in primary schools across Northampton for 38 years until her retirement in December 2016. She has been Headteacher of two primary schools for 22 years and is passionate about ensuring that there is an enrichment offer in the arts within the school curriculum for all pupils. Kay was appointed as a Trustee in May 2017. She loves theatre and all forms of the arts, and is an active member of the Sporting Bears Charity. Kay is a member of the Representation and Inclusion Sub Committee.

CLARE SLATER

INDEPENDENT

Clare was appointed to the Board in May 2017. She is Head of New Work at the Donmar Warehouse in London. Clare also works as a freelance adaptor and dramaturg. She previously worked as Executive Director of the Gate Theatre in Notting Hill. Prior to that, Clare was the Assistant Literary Manager at the National Theatre, and worked in TV and film development with Rare Day. She is a member of the Arts Committee.

CLLR DANIELLE STONE

(LOCAL AUTHORITY NOMINEE – NBC)

Danielle was appointed to the Board in September 2015. She is the County Councillor for Abington and Phippsville and the shadow portfolio for learning, skills and education, and is Borough Councillor for Castle Ward and the leader of the Labour Group of Councillors on Northampton Borough Council. Danielle has worked in education all her life, firstly as a teacher and then as an education officer. She is passionate about arts education and wants to see all young people given opportunities to go to the theatre and to take part in productions.

CURRENT BOARD OF DIRECTORS CONTINUED

JO GORDON

CHIEF EXECUTIVE

Jo has been Chief Executive of Royal & Derngate, The Core at Corby Cube and Northampton Filmhouse since 2018, having taken on this role from her previous post as Marketing & Sales Director. She has been a theatre professional for 22 years, including running her own marketing agency with clients including the Royal Shakespeare Company, Oxford Playhouse and Theatre Royal Plymouth. She also worked for Ambassador Theatre Group for 7 years and spent time overseas under contract to Creative New Zealand and St James Theatre in Wellington NZ. She is a Trustee of Northamptonshire Community Foundation and mum to two boys.

JAMES DACRE

ARTISTIC DIRECTOR

James is in his eighth year as Artistic Director, during which time the venue's productions have received several UK Theatre, Evening Standard, The Stage and Olivier awards and nominations. Before Royal & Derngate, he held Associate Director roles at The New Vic Theatre, Theatre503 and The National Youth Theatre. He holds non-executive roles as a Trustee of Britain's primary Black-led theatre company, Talawa, a Board Director of the Olympics legacy charity Spirit of 2012 and a member of the Franco-British Council's Young Leaders.