
Motionhouse



"Judging from the audience reaction, the Aarhus 2017-European Capital of Culture show in Randers port exceeded all expectations!" DR P4 Østjylland (Danish TV station)

Image Soren Pagter

Board Member Information Pack

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Passionate Performance, Striking Spectacle, Daring and Dynamic Dance

Introduction

Motionhouse was founded in 1988 by Louise Richards FRSA and Kevin Finnan MBE, who was Choreographer and Movement Director for the Opening Ceremony of the London 2012 Paralympic Games. The company is based in Leamington Spa and tours to theatres and festivals at home and across the globe. Motionhouse prides itself on producing shows of outstanding quality that are exciting, accessible and enjoyable for all.

The company's distinctive style integrates elements of circus and acrobatics with contact choreography and breath-taking dance, offering audiences awe-inspiring spectacles where music, visuals, dance, and physical theatre and circus combine to form a seamless and immersive experience.

Artistic Director Kevin Finnan's interest in exploring and questioning the traditional use of space in performance has led to the creation of extraordinary dance spectacles including widely acclaimed productions for JCB diggers and dancers, site based performances at heritage sites, on beaches, in a harbour and in disused buildings, and a series of outdoor shows that tour festivals and other outdoor venues across the UK and Europe.

In recent years, Finnan's preoccupation with the human condition and our connection with the world in which we live, has led him to create a series of pieces which explore the place that humanity occupies within the natural world, with *Scattered* in 2009, *Broken* in 2013 and *Charge* in 2017.

A wide ranging education and participatory programme runs parallel to Motionhouse's touring performance work.

A respected and key player in the UK dance scene, Motionhouse is supported using public funding by the National Lottery through Arts Council England.

More information on our activities can be found at: www.motionhouse.co.uk

Motionhouse - creating, inspiring, involving

Our Mission

Our mission is:

Creation – Inspiration – Participation

We aim to be a pioneering, world-class performance company, pushing the limits of dance through brilliant dynamic spectacle that balances the challenging with the accessible; and to tour our work to as many people and places as possible, inspiring and engaging wide and diverse audiences and participants, and enriching their lives. To be a pioneering, world class dance company, acclaimed for redefining the nature and possibilities of dance.

What We Do

We create remarkable performances which - by fusing images and dynamic action - surprise, challenges and delight.

We use dance, visual theatre, circus, music and film to explore, question and celebrate the relationship between the tangible world of objects, bodies and environments, and the intangible realm of images, concepts and cultures. The resulting work is exciting and visually rich, and strives to balance the artistically adventurous with the appealing and accessible.

Our work consists of two intertwined strands: the creation of exciting, inspiring and powerful dance performance; and the provision of a broad programme of exhilarating and enjoyable dance participation for the widest possible range of people.

We do this by providing high-quality middle-scale touring shows, shorter festival performance pieces and large-scale outdoor dance spectacles; by offering workshops and other opportunities for people to engage with the creative process; and by being leaders in the field of dance education and training.

Our Principles

Our work is always designed to:

- Stimulate creativity and a sense of adventure.
- Respect every individual's identity and personality.
- Maximise our resources.
- Assist us in our aspiration to be at the forefront of our field.
- Be inclusive and provide equal opportunities.

Work and Programme Plans

Motionhouse operates all year round. We have six full time and three part time core staff. In relation to our performance work, we engage a core team of eight dancers each year on fixed-term contracts, with additional dancers brought in subject to the needs of the programme, as well as sub-contracted production support and frequent apprenticeships and placements.

We have developed an extremely efficient mode of operation – linked to a cyclical planning schedule - to maximise both the creative and the earning potential of our work. For our festival touring, for example, the dancers drive their own van, liaise with the organiser on site, erect and dismantle the set, and deal with all their own travel arrangements.

We use a rotating four year planning cycle for our programme, launching a new mid-scale production every fourth year with at least one festival piece in the surrounding years according to demand and available resources. Within this cycle we also try to respond to other opportunities – e.g. site specific projects, one-offs or international tours. In 2017/18 we have seven productions in our touring repertoire: two at the mid-scale, four festival pieces and one production with JCBs and dancers.

Our Programme for the end of 2017 and early 2018 is as follows:

- November 2017 UK tour of Charge
- Finalisation of the Moving Stories project with Shrubland Street Primary School
- December 2017 Midwinter Magic in partnership with the Shakespeare Birthplace Trust.
- January – June 2018 UK tour of Charge continues (including 1 night at Birmingham Hippodrome and 5 dates at Sadlers' Wells The Peacock in London),
- February – Charge touring to Denmark and Germany
- April - our outdoor production BLOCK, made in collaboration with NoFit State Circus begins touring
- April 2017 Connections Project with our Altiora youth group, performing in local care homes
- May – Charge tours to Austria
- June/July - Festival touring of outdoor pieces, *Captive*, *Underground*, *Lost* and *BLOCK*
- Charge touring resumes

In addition, we operate a year-round programme of education and outreach activity including:

- A wide range of teaching and training projects for all ages and abilities.
- Mainstream school-based teaching often linked to curriculum studies.
- More challenging workshops and residencies for skilled dancers and teachers.
- Weekly classes for children, young people and adults at our dance studio.

Analysis

- Recent years have seen a significant expansion in Motionhouse's activities and audiences and a growth in the company's strengths:
- Our work is respected within the arts sector, considered high quality and noted for its striking use of imagery and theatricality.
- There is significant demand for our productions and education work.
- We have established a good network of contacts and partners both in the UK and overseas.
- We nurture our dancers' development by providing them with opportunities for skill-sharing, training and exchanges with other companies.
- Our work, dancers and facilities contribute to the local and regional dance infrastructure.
- We have developed a strong digital presence and online engagement with our audiences and supporters.
- Our cyclical planning schedule has proved to be an extremely efficient mode of operation.
- We possess a strong and experienced staff team and an effective and respected Board.
- Our management structure is designed to protect and nurture Motionhouse's individual artistic vision and enrich it through cross-fertilisation with other partners.



Motionhouse has funding confirmed for the period 2018-2022 from Arts Council England under the National Portfolio programme. We were delighted to have been awarded a significant uplift in funding against an extremely tough public sector settlement – evidence of confidence in the company’s work and potential for further artistic development and national and international activity.

Terms of Reference for the Motionhouse Board

Motionhouse is a Limited Company registered in England and Wales: no. 2515820 and is also a registered charity: no. 328693

Board Members of Motionhouse fulfil two roles, firstly as a Trustee of a registered charity, and secondly as a Director of a Limited Company. Each role has a slightly different purpose and is governed by a different statute:

The duties and legal responsibilities of Trustees of a charity include:

- To act in the best interests of the charity at all times.
- Not to benefit from the office as a trustee - other than to the extent permitted by the constitution.
- Not to put themselves in a position where their interests conflict with those of the charity.

The law is quite clear on the point. Irrespective of the way in which a trustee comes to be appointed, while acting as a charity trustee his or her first duty is to the charity. All other loyalties must be put to one side.

If this is not possible, Motionhouse will engage its procedures on conflicts of interest.

If this is simply not possible, or if the conflicts are so frequent as to limit a trustee's usefulness as a trustee, then they must stand down from one of the posts.

The Role of Trustees

What do trustees do?

At its simplest, the role of a charity trustee is to:

- Receive assets from donors.
- Safeguard them.
- Apply them for a charitable purpose according to the wishes of the donor.

A Serious Responsibility

In practice, trusteeship is a serious responsibility requiring trustees to take an active role in the governance of the organisation.

Trustees:

- Take the big decisions about the future
- Ensure everything is legal and safe
- Support the head of staff
- Ensure the work of the charity is carried out
- Ensure the trustee board is up-to-date and skilled.

Fulfilling the Role, Trustees are obliged to:

- Act in the best interests of the charity's beneficiaries.
- Act together as a group rather than as individuals.
- Set aside their personal interests.
- Take legal responsibility for the organisation.
- Exercise the duty of care that a prudent person of business would in looking after the affairs of someone for whom they had responsibility.

The Role of a Director

Directors of a Limited Company are expected to manage the company's affairs in accordance with its articles of association and the law (the 1985 Companies Act, as amended in 1989 and later).

Keeping Up-To-Date

You will also need to keep up-to-date with regulation, charity law and, where appropriate, company law, and best practice recommendations.

- The Statement of Recommended Practice SORP for accounting by charities is a requirement.

Directors are not expected to be experts on everything. If Board members are unsure about what to do, appropriate professional advice should be sought.

Recruitment and Induction

Motionhouse has a programme of recruitment and induction training for new Board members and access to appropriate board development is open to the Board as a whole and to individual members as appropriate.

Motionhouse's Constitution

The Articles of Association set out the general powers and proceeding for Directors of a registered company.

All Board Members are expected to act in accordance with Motionhouse's Codes of Conduct for Board Members in carrying out their duties.

Membership and Quorum:

- A quorum shall be three directors.

Attendance at meetings

- Directors are expected to make every effort to attend Board meetings on a regular basis

Responsibilities

Notwithstanding the general provisions of the articles of association the Board has specific responsibilities as follows:

Effective Functioning of the Board

- Establishing the governance structure for Motionhouse and agreeing terms of reference for and appointments to sub-committees and nominees to other bodies as necessary and appropriate.
- Determining the procedure for the appointment of Chair, and any other Officers as agreed, and agreeing term of appointment and period of review.
- Making any other Board positions as may be determined.
- Ensuring that Motionhouse effects transparent and open appointment procedures for Board members.
- Approving the appointment of new board members.
- Raising and agreeing items for discussion at meetings, including policies to be reviewed.

Strategic Planning

- Agree and adopt mission statement.
- Agree and adopt business planning process and planning cycle.
- Agree Artistic Policy.
- Agree Strategic Plan and Operational policies.
- Agree periodic Business plans.
- Ensure and adopt artistic aims.
- Review scope and compliance of any funding agreements and / or Service level agreements with funders and service purchasers.

- Approve the annual programme framework and budget.

Policy

- Determine policies subject to Board approval and establish policy review programme.
- Ensure compliance with prevailing legislation.
- Agree annual risk assessment and required actions.

Monitoring and Evaluation

- Receive and approve minutes of all board meeting.
- Receive regular reports and monitor progress.
- Receive reports and minutes of all sub-committee meetings.
- Receive reports on audience and participation data as requested by Board and other matters relevant to decision making.

External Relationships

- Agree board position and representation as required.

Financial

- Approve annual budgets.
- Approve any change in agreed expenditure/activity that would materially affect financial forecast.
- Approve major capital projects.
- Approve applications for leases and loans.
- Receive regular finance reports.
- Approve appointment of bankers.
- Recommend to the AGM the appointment of auditors.

Personnel

- Recruitment and appointment of Motionhouse's Directors and other senior roles as agreed.
- Agreement of annual pay awards for all officers and staff.

Where appropriate and/or necessary, the board should obtain outside legal or independent professional advice, and such advisors may attend meetings as necessary.

Our Staff and Board



Motionhouse perform Charge. Image Dan Tucker

Our Staff

Louise Richards FRSA | Executive Director

Louise manages the strategic and business development of the company. She produces the overall programme, develops partnerships, initiates projects, builds new markets and produces large-scale performance events. She also works with Kevin on the artistic vision and creative development of the company.

Kevin Finnan MBE | Artistic Director

Kevin is Artistic Director and works with Louise on delivering Motionhouse's artistic vision. Kevin creates and directs all our performance work, across all scales.

Jane Bailey | Communications and Development Director

Jane is responsible for the strategic planning and delivery of all our communications, marketing, development, public relations, stakeholder cultivation and fundraising.

Jo Valentine | Programme Manager

Jo is our point of contact for booking productions and acquiring technical information. She also arranges our contracts and manages our education/outreach activity and project programming.

Lucy Dwyer | Marketing and PR Manager

Lucy is responsible for the creation and delivery of our marketing and audience development activity for all aspects of our extensive programme, supporting the Communications Director in PR activities and outreach to the media, support for all outward-facing company activities, and support for the company's fundraising activities where required.

Nathan Samuels | Digital Communications Officer

Nathan works closely with our Marketing and PR Manager and the Communications and Development Director to deliver our digital communications with all stakeholders and in support of all aspects of the company's extensive programme.

Amy Belfield | Administrator – programme and resources

Amy supports our Programme Manager and is responsible for company logistics, booking classes and workshops, liaising with schools, hiring out our studio and any general admin queries.

Andrew Johnson | Finance Manager

Andrew is responsible for dealing with payment of invoices, overseeing budgets, day-to-day accounting, management and statutory financial reporting and all other corresponding financial issues.

Aaron Watkinson | Dancer and Community Programme Leader

Aaron directs our Motionhouse youth dance programme and leads on the delivery of all our creative participatory projects as well as our workshop programme. He also performs in some of our outdoor productions.

Liz Frostick | Liz Frostick Consulting

Liz works for us on a freelance basis as a fundraising consultant, working closely with our Executive Director and Communications and Development Director to fundraise in line with our strategic objectives.

Dancers

Junior Cunningham (Rehearsal Director), Chris Knight, Martina Knight, Daniel Massarella, Luka Owen, Alasdair Stewart, Naomi Tadevossian and Rebecca Williams.

Our Board of Directors

Dorothy Wilson MBE FRSA | Chair

Dorothy was educated in Northumberland and at the University of Wales and the Royal Scottish Academy of Music. Throughout her career Dorothy has continued to pursue her interests as a performer. From 1990 till 2016 she was Artistic Director and Chief Executive of mac Birmingham (Midlands Arts Centre). Before taking up her role at mac she spent 14 years at West Midlands Arts, including seven years as deputy director, working across a range of art forms. For seven years till late 2009 she chaired the West Midlands regional Arts Council and served on the national board of Arts Council England. She is currently Chair of the boards of a number of charitable organisations, including Artrix - Bromsgrove's Arts Centre, Making Music, Independent Cinema Office, Grand Union and Motionhouse. She is chair of sector-led development agency Culture Central, a Council member of Greater Birmingham Chamber of Commerce, and Treasurer of Dancefest Herefordshire and

Worcestershire.

Dorothy is an associate of The Leisure Consultancy Ltd, and UK, Ireland and Scandinavia representative for the Alexander String Quartet (San Francisco). In 2005 she was made ITV Central's Midlander of the Year in the Arts and Media category. She has appeared in The Birmingham Post Power 50 every year since its inauguration. Dorothy was elected a Fellow of the Royal Society of Arts in 2006 and received an MBE for services to the arts in the New Year's Honours list 2011. Dorothy holds honorary doctorate degrees from Birmingham City University, University of Birmingham and Warwick University. Dorothy now runs her own bespoke consultancy focusing on organisational development and change in the cultural sector.

Dorothy will be stepping down from her role as Chair in November 2018. Simon Wales has been appointed to succeed her.

Sarah Jane Fitzpatrick

Sarah has many years' experience as an accountant and latterly worked as a treasurer for a large US corporate. In addition to her charity experience with Motionhouse she has also worked with Beaconsfield and Chiltern Open Air Museum. Sarah has also been involved with various small companies including at board level. She is also a trustee and treasurer for Chiltern Open Air Museum.

Sarah Gee

Sarah is co-founder and Managing Partner of Indigo Ltd, a leading marketing and fundraising consultancy working with creative sector organisations. She previously worked in a variety of roles in the music business, most recently as Director of Communications for the City of Birmingham Symphony Orchestra (CBSO). Her work on customer relationship management, diversifying audiences and rebranding the CBSO received world-wide interest and has since been used as case studies in many leading journals and universities.

An erstwhile horn player, Sarah is a regular trainer and speaker on marketing, branding and fundraising matters in the UK, Austria, Finland, France and Holland. She is well-known for the strength of her networks, which span the private, voluntary and public sectors, and which led to her being one of only 12 women to be included in Birmingham's Power 50 in 2008.

Sarah's commitment to personal social responsibility has seen her become a trustee of both Motionhouse and Spitalfields Music; and a member of the Midlands advisory panel for Common Purpose. She was previously Chairman of Birmingham Future and a founding director of Birmingham Professional DiverCity. In 2004 she was elected as a fellow of the British American Project, an initiative designed to establish stronger trans-Atlantic relationships across public and private sectors, and in 2009 was elected a Fellow of the Royal Society for the Arts.

Kevin Isaacs

Kevin has over 20 years' experience in marketing and communications, producing, and as a performer and director. Kevin began his career in the commercial sector where he held senior management roles with Blue Chip Companies including Smith Kline Beecham, 3M and Guinness (now Diageo), from where, having achieved the position of European Marketing Director, he left to take up

a full time course at Drama School.

Following work as an actor and director, Kevin has acted as an Arts Management Consultant for a range of organisations including Audiences Central, Arts Council England, The Drum, mac birmingham, Blue Eyed Soul, Motionhouse, Warwick Arts Centre and Loughborough University.

Kevin has spearheaded Fierce's marketing strategy since 2003 and in 2007 produced Architecture Week West Midlands for Fierce Earth on behalf of Arts Council England. At the end of 2007, Kevin became Executive Producer of Fierce Earth, producing the 2008 Festival alongside a number of other projects and strategic initiatives. Kevin is also a founding Director of Wunderbar Festival Ltd, based in Newcastle, and led the delivery of the first Wunderbar Festival in the North East of England in 2009.

Kevin has held a number of board positions for arts and cultural organisations, including Motionhouse and The Other Way Works. He has also been a trustee and board member for several charities.

Caroline Davis

Caroline Davis held the position of Strategic Projects Manager at Birmingham Hippodrome until 2017. During that time she has been involved in several aspects of business development including building links with the local business community through Southside Business Improvement District. Caroline was the lead producer and project manager for 4 Squares Weekender 2013 and first worked with Motionhouse for The Voyage. At Birmingham Hippodrome, she supported the Chief Executive in the theatre's ambitious strategy to produce more offsite content and develop the local area. She is passionate about opportunities for volunteers, a keen audience member for dance and a board member for Creative Alliance. Caroline has a BSc in Economics and an MA in Community Regeneration. Caroline is now an independent Producer in the cultural sector and recently was Executive Producer of the highly successful Birmingham Weekender Festival in September 2017.

Simon Wales

Simon Wales joined the board in 2014, and he is the General Manager of Waddesdon Manor, the historic National Trust property based in Buckinghamshire which is managed by a Rothschild family charitable trust.

With a background in music and the performing arts, Simon previously held the position of General Manager of Town Hall Birmingham, the 1,000-seat concert hall which was restored and re-opened by Performances Birmingham Ltd in 2007. He was the founding Centre Director of LSO St Luke's, the London Symphony Orchestra's music education centre. He was also a Clore Fellow in the second year of the Clore Leadership Programme.

A former trustee of The Public in West Bromwich, and former Chair of the Shout LGBT Arts Festival in Birmingham, Simon is currently also a trustee of The Core at Corby Cube in Northamptonshire. Simon Wales has been elected to succeed Dorothy Wilson as Chair of Motionhouse's board in November 2018.

Ceri Gorton

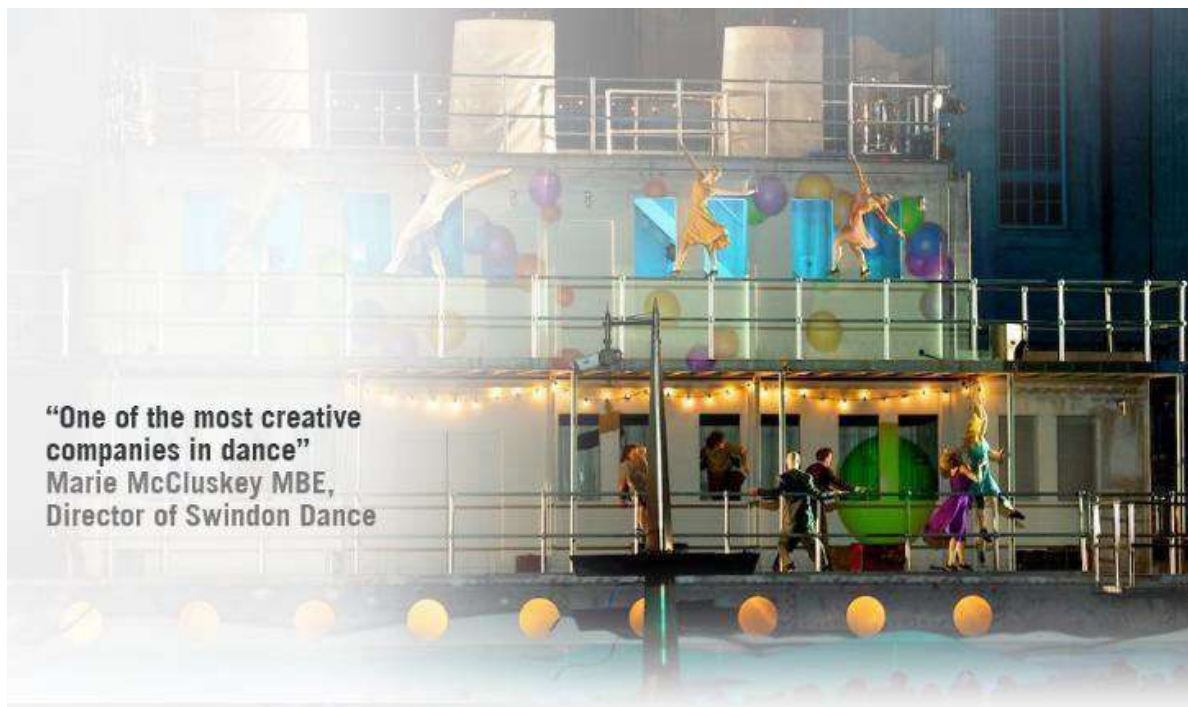
Ceri is a Cultural Consultant and Co-Director of Bird & Gorton, empowering cultural organisations, cities, creative businesses and universities to develop collaborative working, imaginative leadership, and new strategies to enable innovation, with a focus on how digital technology can help people connect with excellent cultural experiences. Clients include the British Council, RSC, Royal Opera House Bridge, Nottingham Strategic Cultural Partnership, English Heritage, Midland 3 Cities, and King's College London.

Chris Lillington

Chris Lillington is a journalist with more than 20 years' experience in the newspaper industry. He worked on papers in the West Country and London before moving to the West Midlands 13 years ago. He is former editor of the Leamington Spa Courier, as well as other titles in Warwickshire, Oxfordshire and Leicestershire. He is now part of the BBC Online News team in the Midlands.

Rachael Magson

Rachael is Development Manager for Individual Giving and Trusts at Birmingham Hippodrome. Prior to this she was Managing Director of Pentabus Theatre Company, working jointly with Artistic Director Elizabeth Freestone on a new mission to become the nation's rural theatre company. She has also worked in a variety of roles at Arts Council England, including Relationship Manager for Combined Arts and Touring for the West Midlands region.



Board Member

How to Apply

To register an expression of interest to become a Board member at Motionhouse, please complete the attached application and monitoring forms.

Applications may be sent electronically to: djwl.moho@gmail.com

They may also be sent by post to:

Jo Valentine,
Motionhouse
Spencer Yard
Leamington Spa
Warwickshire CV31 3SY

Deadline

All applications must be received no later than **5.00pm** on **Monday 30th April 2018**.

Short-listing

Shortlisted candidates will be invited for an interview in mid to late May 2018.

