



CBNE Advisory Board Terms of Reference

The purpose of the Advisory Board will be to:

What	How
Broker local and regional strategic connections for Area Managers and Local Cultural Education Partnership chairs (e.g. with Local Authorities, LEPs).	In discussion at board meetings and individual conversations with Area Managers as needed.
Form a sub group (the Partnership Investment Panel) to make decisions about the awarding of Partnership Investment.	At Partnership Investment Panel meetings (four per year).
Be custodians of CBNE's Values, providing challenge and support to staff on the basis of these.	At every board meeting (four per year).
Scrutinise CBNE's plans, evaluation, management accounts and reporting to ensure agreed objectives and funding criteria are met.	At every board meeting (four per year).
Champion the work of CBNE to stakeholders and networks.	At CBNE and other events and meetings, as appropriate.

The CBNE Values are:

1. We value diversity, through our commitment to TWAM's Equality Action Plan and to the Creative Case for Diversity.
2. We take a long term view, keeping legacy and sustainability central to all of our work.
3. We build the capacity of our stakeholders across the region, by adopting a non-protectionist approach which allows our delivery partners to grow their expertise and strategic relationships.
4. We build positive relationships, by being friendly and helpful.
5. We engender trust, by being transparent and clear about our remit.
6. We create programmes which are relevant and responsive, by seeking and acting upon the input of our stakeholders.
7. We create programmes which are high quality, by carefully planning and evaluating our work.
8. We communicate clearly, using understandable and appropriate language for all of our stakeholders.

Advisory Board member role description

Strategic leadership:

- Fully engaging in decisions and ensure that they are taken in the best interests of CBNE
- Acting as an ambassador and spokesperson for CBNE

Governance:

- Taking part in meetings of the Board effectively and efficiently, bringing impartiality and objectivity to the decision-making process

Management:

- Support CBNE in its work, particularly Local Cultural Education Partnerships and Partnership Investment
- Ensuring CBNE plans strategically for the long-term benefit of cultural education in the North East

Advisory Board chair role description

Strategic leadership:

- Developing and providing leadership
- Ensuring board members are fully engaged that decisions are taken in the best interests of CBNE
- Acting as an ambassador and spokesperson for CBNE

Governance:

- Chairing meetings of the Board effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Working closely with the Programme Manager and other relevant staff to ensure that meetings are well planned, that agendas cover the necessary areas for consideration, and that discussions are supported by appropriate and informative papers and reports
- Ensuring all Board members understand their roles and responsibilities
- Reviewing membership of the Board to ensure it incorporates the right balance of skills, knowledge and expertise required to deliver its role

Management:

- Working close with the Programme Manager and other relevant staff to explore approaches to and opportunities for the Board to support CBNE in its work, particularly in Local Cultural Education Partnerships and Partnership Investment
- Ensuring CBNE plans strategically for the long-term benefit of cultural education in the North East