



Minutes: CBNE advisory board zoom meeting 27 April 2020 16:00 – 17:00

Attendees: Catherine Hearne (Chair) (CH), Gemma Dyer (GD), Katy Milne (KD), Mike Summers (MS), Diane Fisher Naylor (DFN), Miles Wallis-Clarke (MWC), Christine Chambers (CC)

Staff attendance: Melanie Burgess (MB), Bill Griffiths (BG), Ellen Johnson (EJ) (minutes)

Apologies: Simon Marshall, Julia Robinson, Iain Watson

| Agenda item and notes | Actions |
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| <p>1.Introductions and minutes from last meeting</p> | |
| <p>KM asks about the visit made by Arts Council England’s Senior Officer for Artsmark, Amanda Rigler who met with CBNE and stakeholders in March. MB reports on the success of the visit and discussions held regarding Artsmark, our work in the region and the national schools programme. Minutes from last meeting agreed.</p> | |
| <p>2.LCEP progress update</p> | |
| <p>MB reports on the progress of all Local Cultural Education Partnerships (LCEPs) during quarter four.</p> <p>County Durham – working to develop school representation on their board as well as completing a full partnership investment (PI) application. Work paused to be resumed.</p> <p>Gateshead – looking at how to run a summer term project using work from the 2019 pilot. 2020 work postponed. LCEP meeting virtually to continue consultation to feed into a full PI bid.</p> <p>Newcastle – Progress made on ‘Inspired By’ programme. Process of co-creation paused due to lockdown. LCEP meeting virtually to prepare support offer post lockdown.</p> <p>North Tyneside – LCEP has submitted their full application for PI.</p> <p>Northumberland – Limited activity from this LCEP as development of cultural service level agreement has been postponed.</p> <p>South Tyneside – Working to support schools and connect with organisations outside LCEP.</p> <p>Sunderland – LCEP working towards a PI application and are meeting virtually.</p> <p>Tees Valley – LCEP has submitted an Expression of Interest and is awaiting feedback.</p> <p>MB says team is looking at LCEPs individually and offering support where possible. MB reports on the outcomes of the LCEP chairs meeting in February 2020, where chairs and vice-chairs across LCEP boards came together to discuss future steps. The key topics of conversation were consolidating governance, support in developing documents of constitution and structure before and after 2022 and facilitating cross-LCEP sharing and learning.</p> <p>MB informs board that CBNE team has developed a ‘menu of support’ for LCEPs but is currently holding off circulating. CH asks whether MB believes the current lockdown</p> | <p>Address vulnerabilities and next steps of supporting LCEPs when team meets with reps in the future.</p> |

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| <p>situation will encourage LCEPs into a more sustainable self-administration. MB believes this to be the case moving forwards.</p> <p>DFN shares admiration at the progress of LCEPs, the diversity of practice and attention to regional detail. Board agrees.</p> <p>MS highlights the possible vulnerability of LCEPs moving forward. CC suggests the PI focussed structure around LCEPs stand CBNE in good stead of offering technical support whilst providing incentive to take individual governance.</p> | |
| <p>3. CBNE's response to COVID-19</p> | |
| <p>MB reports on how the team is adapting to lockdown and working to enhance cultural learning and mental health and well-being. MB shares the two planned phases of working, acclimatising and looking to support NE through 'new normal', done through re-purposing the Creative Classrooms programme to include compendium of cross-curricular resources. MB announces partnership with Family Explorers North East to create digital cultural education programme for families, signposting them to cultural activities (using the Creative Classroom Compendium) and supporting with digital home learning.</p> <p>With regards to Artsmark, MB informs board that CBNE's delivery partner, The Forge, Stanley is offering one to one support. All award applications have been temporarily postponed.</p> <p>With regards to Arts Award, MB informs board that all advisor training and moderations are temporarily postponed. The Discover level is still in operation with a 'Discover at Home' programme in planning stages, promoted by Family Explorers North East. Artsmark and Arts Award briefings will take place in June.</p> <p>MB announces LCEP NE event due to take place 4 May has been cancelled. Digital content is being coordinated to share with LCEP delegates.</p> <p>MB reports on current work with partnership investment. The Start programme delivery partners have been contacted and agreed to postpone programme.</p> <p>With regards to CBNE's annual conference, Imagine if, MB informs board that this year it will be held digitally. CH raises question of pushing it into spring/ pausing it. MB responds with arrangements for Creative Classrooms and Cultural Leadership in Education programmes being rescheduled to spring so to be mindful of capacity, and appointment with Arts Council England (ACE) tech champ scheduled to discuss mechanics. KM stresses importance of keeping Imagine If as the platform for conversation is so important especially now in these uncertain times.</p> <p>DFN questions quality assurance of the online content and asks how team are ensuring a consistent high quality. MB assures board that the quality principles are being used to screen resources.</p> <p>BG reports on the impact of the lockdown on Tyne and Wear Archives and Museums (TWAM) Discusses the maintenance of venues, staff re-deployment to essential services. Informs board that CBNE are exempt from redeployment due to programme being funded by ACE.</p> <p>CC updates board on ACE's plans and instruction for Bridge organisations to carry on with project delivery where possible. Plans to move forward on 10-year plan have been put on hold so the council can adapt to current situation and impact of Covid-19.</p> | <p>MB to keep board up to date on comms around digitising LCEP NE event.</p> |

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| <p>4. Department of Education funding 2020-21</p> | |
| <p>MB reports on the progress with the Tees Valley Teacher CPD programme and plan to put similar focus on rural Northumberland schools. MB informs board of plan to research and build contacts in the region, then develop need specific CPD for Northumberland teachers.</p> <p>MS introduces work of North Yorkshire music hub in both helping Yorkshire schools to get online and as a contact for Northumberland work.</p> <p>GD highlights the importance of working with Berwick who struggle to attend CBNE projects and board agrees to have a future board meeting in Northumberland.</p> | <p>Keep watch of legacy plan of Tees Valley work</p> |
| <p>5. Updates from partnership investment panel meeting</p> | |
| <p>GD updates board on discussions had in the PI meeting with regards to the Expression of Interest submitted to the panel by Tees Valley Combined Authority. GD reports on feedback to be shared with CA. CH asked about TVCA plans and ambitions within the PI application. GD acknowledged the panel will be seeking greater clarity.</p> | |
| <p>6. Performance update and management accounts</p> | |
| <p>MB reports on the strategic plans in place for LCEPs and arrangements to discuss ways to individually support them to full application stage.</p> <p>MB reports on the progress in Artsmark re-registrations due to comms with schools. CH asks what the new comms plan looks like. MB outlines the various stages of engagement involved. MWC comments on the brevity of time schools keep their level. Queries whether a part of the awards process can be adapted to extend levels past the 2-year mark.</p> <p>MS asks if we can have data to compare progress with this time last year. MWC suggests schools not re-registering for Artsmark could be due to a change in senior management. MB explains the point of contact in schools and ways we stay in touch to provide support with applications.</p> | <p>MB to circulate performance data from last year (to be done before next board meeting)</p> |
| <p>7. AOB</p> | |
| <p>MWC informs board on his decision to step down as headteacher of Hotspur Primary School.</p> <p>MS gives an update on the current online provision of Music Education Hubs.</p> <p>CH asks for an update on the process of appointing a new area manager. MB informs board that the application deadline has since past with interviews in June. CH enquires into wellbeing of team. MB updates board on staff condition with BG detailing TWAM's focus on mental health and well-being</p> <p>BG updates board on national Bridges' communications and plans to help cultural organisations reopen and engage with schools. BG updates on the progress of the current initiative to get resources to young people in disadvantaged situations. MB tells of meeting scheduled with Children NE to discuss how CBNE can help. CH recommended CBNE ensures they are given full credit publicly where appropriate for any support given to Children NE. CH wishes to move forward discussions had at the last CBNE board away day concerning equality, inclusion and diversity. Asks rest of board to think of next steps.</p> | |
| <p>8. Next meeting</p> | |
| <p>Tuesday 14 July 16:00 – 18:00 via zoom</p> | |