



**Minutes: CBNE advisory board online Zoom meeting**

**Tuesday 27 April 2021 16:00 – 18:00**

Attendees: Catherine Hearne (CH) (Chair) Diane Fisher-Naylor (DFN) Katy Milne (KM) (Vice Chair) Michael Summers (MS) Julia Robinson (JR) Vanda Pollock (VP) Tim Smith (TM) Miles Wallis-Clarke (MWC) Simon Marshall (SM) Keith Merrin (KM)

Staff attendance: Bill Griffiths (BG) Clare Elliott (CE) Ellen Johnson (EJ) (minutes)

Guests: Christine Chambers (CC) Zoe Hingston (ZH)

Apologies: Louise Stogdale

Agenda item and notes	Actions
<b>1. Introductions and open meeting</b>	
CH opens meeting and welcomes Keith Merrin, the newly appointed director of Tyne and Wear Archives and Museums (TWAM). Board introduce themselves. CH confirms agenda items and minutes from the last board meeting. Actions are agreed.	
<b>2. LCEP progress update</b>	
<p>BG reports on the Arts Council England (ACE) Let's Create Strategy and discusses the inclusion of LCEPs, their sustainability as independent partnerships and what CBNE can do to foster functionality, tailoring individualistic support for each LCEP. DFN questions whether there are identifiable characteristics that make up a strong LCEP which can be drawn upon to create a broader approach to the planned LCEP support offer.</p> <p>CH invites LCEP updates from each locality. CE reports on North Tyneside. CH queries target numbers in North Tyneside update</p> <p>SM feeds back on progress of Sunderland CEP. Reports a representative change on the board, allowing for lengthened work contributing to wider city issues, rather than a stand-alone project.</p> <p>CE reports on progress of Tees Valley CEP and the board's current refreshing of the PI timeline due to staffing changes, as well as an update to the project start date and first payment.</p> <p>CE reports on progress made to the external LCEP support menu, set to be distributed within the coming weeks once PI specialist contract has been confirmed. Notes the possibility for additional funding, bespoke-drop in surgeries, future regional events, Chair meetings and work on communications and branding. Stresses importance of receiving feedback from LCEP reps that reflects their bespoke needs.</p> <p>CH asks CE to confirm the position of Ammar Mirza, PI funding specialist and adviser. CE confirms the contract details are close to being finalised.</p> <p>MWC highlights the positive steps that have been taken with LCEP support. Comments on the time and commitment needed to facilitate an LCEP on a voluntary basis, resulting in cultural reps being from larger and salaried organisations. Questions how LCEPs can become accessible for creative</p>	<p><b>CE – refer to NTCEP PI paperwork to check target numbers.</b></p>

<p>freelancers and smaller arts organisations. MS notes that ‘clerking’ service could be made available for LCEPs. Stresses the need to put mechanisms in place now to prepare for the future of LCEPs.</p> <p>DFN praises support menu, especially the opportunities to upscale. Notes the ongoing challenge of voluntary boards making funding applications.</p> <p>CH questions whether the advisory board needs to be better connected to work of LCEPs.</p> <p>SM expresses caution when investing in individual reps and LCEP leads. CBNE needs to foster sustainability and invest support in the structure as a whole, rather than upskilling individuals</p> <p>DFN echoes need to invest in the LCEP boards as one entity, rather than training up individuals. MWC notes that one reasoning in the range of LCEP needs can be attributed to diversity in personalities across the board. Support must be structurally focussed.</p> <p>CE notes it would be useful to gain insight from the national LCEP meetings and has requested information from People Make it Work in terms of findings and future plans.</p> <p>VP updates on work of Newcastle’s Cultural Compact team and how they view LCEPs as a good place to go begin engagement with schools.</p>	<p><b>LCEP support menu to be sent to board for comment</b></p>
<p><b>3. CBNE business plan and budget 2012-22</b></p>	
<p>BG confirms that the CBNE draft business plan has been submitted. CC updates from an ACE perspective, summarising intentions to focus on Let’s Create and notes the flexibility of updated role descriptors. National team is to review Bridge business plans and provide national feedback for incorporation into final draft of 20/21 plan which will be submitted in June 2021.</p> <p>CE reports on the outcomes of the board away planning session which took place via zoom on 3 March 2021. Thanks board for input and informs board that all feedback was incorporated into the plan with the exception of SWOS recording due to intellectual property rights. CH congratulates team on strength of CBNE plan. MWC and DFN echo appreciation.</p> <p>BG reports on cash flow and funding for LCEP support. Updates on meetings with other Northern Bridges to tackle issues and needs of children across the North.</p>	<p><b>CE to send board’s thanks to team for hard work on CBNE business plan.</b></p>
<p><b>4. Updates from PI panel meeting</b></p>	
<p>No new applications. KM reports on outcomes of meeting, looking at future support plans for LCEPs and technical PI support. Discussions held on PI at a national level. BG reports on allocated funds.</p> <p>CC updates board on changed approach to PI from an ACE perspective. New standpoint has increased flexibility extending to PI with the intention of giving Bridges the space to highlight regional need and report back.</p>	
<p><b>5. Performance Update and Management Accounts</b></p>	
<p>CE highlights positive news that Duchess’s Community High School in Northumberland was awarded the Platinum Artsmark award and Arts Award Champion centre for 21/22, by Trinity College.</p> <p>CE updates board on further work with Children North East (CNE), focussing on provision in Northumberland as well as LCEP introductions for work on children poverty and employability and CNE priorities that may align with LCEP priorities. CH asks CE to confirm the nature of the working relationship with CNE. CE confirms informal partnership working with CNE and exploring joint working due to mutual priorities. Brokering initial meeting between CNE and LCEPs done to provide LCEPs with varied connections and forming links is entirely optional.</p>	<p><b>Team to be aware of options for other charitable connections in region.</b></p>

<p>BG notes that CNE is pan-regional and a good partner for a fresh approach. MWC comments on the unique nature of CNE's poverty proofing work. CH notes we should keep an open mind for new partnerships and opportunities with other charities too. BG confirms we are not in an exclusive relationship with CNE.</p> <p>CE provides update on the CreatED Music Programme. MS comments on the need to link up with Music Education Hubs (MEH)s with future music programme.</p> <p>CE reports on KPIs and additional targets. Confirms that CBNE has met many targets despite Covid-19 social restrictions. No surprising dips in figures. Artsmark and Arts Award drops were to be expected, but uptake has been slowly increasing over past few months.</p> <p>CH asks if board is aware of successful CBNE fund applicants.</p> <p>BG reports on outturn budget and accounts for underspend due to social restrictions (fewer events and less travel) and staffing changes. All underspend re-profiled into 2021-22 budget.</p>	<p><b>CE to pick up conversation r.e. CreatED music and review relationship between MEHs and CBNE.</b></p> <p><b>CE to send a list to the board of schools and COs awarded CBNE fund</b></p>
<p><b>6. Inclusivity and Relevance</b></p>	
<p>BG explains renaming of "Diversity" agenda item as "Inclusivity and Relevance" in line with ACE. The focus is to reach children for whom culture is not a part of their daily lives. CH and BG confirm ambitions to incorporate decolonising the curriculum as an agenda item for the next board away day.</p> <p>BG talks on wider context of addressing systemic racism and 'future-proofing' the work of the cultural education sector. VP reports on Newcastle University's work with GNM on decolonising Museum. Also updates board on recent work of Seven Stories on inclusivity in children's literature.</p> <p>CH asks for schools' perspective. MS notes the conversation exists in schools, but direct actions are affected due to current pressures. Confirms that Ofsted are beginning to change assessment language, asking for schools to exemplify diversity in the musical composers being taught. TS notes absence of central movement in schools but growing dialogue. KM expresses optimism due to emphasis on protected characteristics as a school requirement. MWC stresses the importance of CBNE linking with active individuals in schools and best practice and circulating their work.</p> <p>CE updates on progress with exploring youth voice. Updates on meeting held with KM and DFN, as well as work of 'Voice' programme. Looking to link more closely to Durham university. A theory of change session is being arranged with Youth Voice North East so CBNE to support the development of a Youth Voice Plan and identify support from partners. Updates on work with Greenfield Arts and links made with young people.</p> <p>CE reports on national youth work. DFN stresses importance of sharing and learning from organisations' practices, both nationally and internationally.</p>	<p><b>EJ to circulate the internal ACE Inclusivity and Relevance document to the board.</b></p> <p><b>CE to bring Youth Voice plan for CBNE to next meeting and add as agenda item for future meeting</b></p>
<p><b>6. Any Other Business</b></p>	
<p>CH confirms Rachel Gault, Operations Director at Community Ventures will be joining the CBNE advisory board in July.</p> <p>CH informed the board of a letter from Susie Batey in respect of lockdown support from BG and CE. Formally thanked BG and CE for supporting team through pressures of working at home.</p> <p>BG reports on work of APPG Northern Culture report on increasing access to culture for young people and opportunity to respond as a Bridge and through NECP.</p>	<p><b>BG to pick up conversation of APPQ report with ZH.</b></p> <p><b>Add CBNE website update to Oct 21 agenda</b></p>
<p><b>7. Next meeting</b></p>	
<p>Thursday 1 July 2021 16:00 – 18:00</p>	