



Minutes: CBNE Advisory Board online Zoom meeting

Thursday 1 July 2021 16:00 – 18:00

Attendees: Catherine Hearne (CH) (Chair) Katy Milne (KM) (Vice Chair) Julia Robinson (JR) Tim Smith (TS) Vee Pollock (VP) Diane Fisher-Naylor (DFN) Louise Stogdale (LS) Rachel Gault (RG)

Staff attending: Bill Griffiths (BG) Clare Elliott (CE) Ellen Johnson (EJ) (minutes) Andrew Garrad (AG)

Guests: Christine Chambers (CC)

Apologies: Simon Marshall, Miles Wallis-Clarke, Keith Merrin, Michael Summers

Agenda item and notes	Actions
1. Introductions and open meeting	
<p>CH opens meeting and board introduce themselves for the benefit of new board member, Rachel Gault (RG) who CH welcomes. RG introduces self.</p> <p>BG confirms that Keith Merrin, Tyne and Wear Archives and Museums (TWAM) Director attended a CBNE team meeting on 30 June to meet the team and hear more of the CBNE programme.</p> <p>CH reviews the minutes from last meeting and board confirm actions.</p> <p>CE confirms that she met with Michael Summers to discuss links to Music Education Hubs (MEH) and future CPD. All Area Managers are linked to MEH's and there are a number of MEH reps on LCEPs. BG updates board on the historical shift in relationship between Bridges and MEHs due to them being more fully integrated in the cultural sector.</p>	
2. LCEP Progress Update	
<p>AG provides update on Newcastle LCEP, the new appointment to the chair role and their involvement in the national programme giving insight and examples of best practice. AG notes LCEP delivery delayed due to Covid-19 restrictions but currently in process of revamping with schools providing their expressed interest. AG reports on the recruitment of a coordinator to officially begin work with the Chair and steering groups in September. CH asks AG to confirm that only 1 secondary school is involved. AG explains that the nature of the school engagement means Multi-Academy Trusts (MATs) are represented, as well as Newcastle East Academy Trust (NEAT).</p> <p>AG updates on progress of Northumberland LCEP. Currently no vice chair but board consists of influential representatives that support the chair. LCEP have been working to generate sustainable ideas around digital/blended delivery and future plans to bring in a coordinator in a strategic role. Challenges of rural geography but positives of digital delivery have cemented LCEP in region. Work done with the Maltings and LCEP to better disseminate information about LCEP and CBNE offer.</p> <p>AG updates on progress of North Tyneside LCEP. Poverty proofing work being done with 2 schools in North Tyneside as well as a mentoring programme for young people to provide better access to cultural content and venues. Report written and signed off in coming weeks with recommendations. Successful programme with barriers found e.g. need to engage with parents and creating a comms forum with young people in North Tyneside. LCEP focus will be placed on continuing with peer mentoring programme and fine-tuning programme delivery. Possibility of</p>	

working with regional transport providers which came out of the report as a highlighted barrier to engagement. AG notes that any possible benefits would depend on which LCEP they joined, as each is in different stages of development and delivery. TS expresses interest in attending Northumberland CEP to gain a better understanding.

CH poses question of the relationship between LCEPs and CBNE board. DFN comments on the potential benefits of observing future LCEP meetings to better understand stages of regional development.

CE provides Sunderland LCEP update. Work carried out to launch new strategy with Independent LCEP Consultant, Susanne Burns. New LCEP structure developed with 3 working groups. LCEP would like to meet with regional and national CEPs with focus on youth voice. Securing PI has been a challenge due to not being able to secure match funding and notes the time constraints of LCEP on a volunteering basis. CH queries the LCEP's model that you have to be invited to be a member.

CE provides Gateshead LCEP update. Action groups within LCEP looking at a variety of themes with activity focussed delivery groups. Also worked on strategy with Susanne Burns and have developed new LCEP structure. Gateshead looking at recruiting someone to take work forward using the CBNE seed fund. LCEP plan to take time to consider steps towards PI match. CH asks about loss of match from City of Dreams and asks for update. BG provides contextual overview of City of Dreams, with VP providing update on the initiative's current regrouping, future plans and direction.

BG reports on South Tyneside LCEP. Notes the considerable driving force coming from the new representatives. Reports on recent South Tyneside Council mapping exercise around engagement and drop off. LCEP focus on wellbeing of young people with a potential PI programme on developing wellbeing toolkit for young people in South Tyneside, focussing on place specific problems and experiences. Match already secured for this.

CE reports on County Durham LCEP, its established terms of reference and the objective of increasing schools' representation. CE confirms LCEP were successful in PI bid and have secured match funding through Durham County Council Public Health. PI delivery challenged by Covid-19 restrictions but is beginning to see progress. LCEP weren't able to access the national programme due to capacity. CH notes the contrast between schools' engagement between LCEPs.

CE reports on Tees Valley LCEP and the new appointment of Heather Walker to lead PI on the Tees Valley PI project delivery. Current LCEP ambition to have Combined Authority embed LCEP programme in their wider work and look at sustainability. CE confirms LCEP PI bid successful and matched. Programme delayed due to Covid-19 restrictions but LCEP are ready to deliver so timelines are being shifted. CH asks if the fund is equally proportional over the 5 LAs of the LCEP. LS and BG comment CA is actively trying to promote best practice across Tees Valley. CE states LCEP unable to engage with national programme due to capacity. LS confirms willingness to sit on TVCEP.

DFN comments on the shift in LCEP priorities since the publication of the Durham commission work and asks whether future LCEP work will mirror the recommendations of commission. AG confirms discussions amongst LCEPs around Creativity Collaboratives but all LCEPs in different stages. CC provides Arts Council England (ACE) perspective and the likelihood of Creativity Collaboratives influencing direction of travel for future LCEP priorities

BG updates board on the 28 June LCEP chairs meeting. Presents recommendations made nationally via the People Make It Work initiative to raise profile of LCEPs and foster sustainability. KM notes the thread of mutual needs. BG confirms that more thinking is needed in establishing direction of support menu, branding and marketing work.

TS to explore joining Northumberland CEP

CE to discuss with AMs r.e. possibility of the board observing LCEP meetings.

CE to clarify Sunderland LCEP membership with Charlotte.

CE, LS, RG to discuss connecting with Tees Valley CEP

CE to talk to area manager Susannah Batey about coming with Tees Valley coordinator to provide report at next meeting.

CE to talk to area managers about coming to future board meetings on rotation to provide regional report.

3. CBNE Revised Business Plan 2021-22	
<p>CE confirms that recommendations from both the CBNE advisory board and ACE were considered and embedded into the plan and submitted to ACE in June 2021. Feedback from ACE included the need for more SMART targets and more detail in some areas but otherwise a strong plan. CC confirms the need to bear in mind the increased flexibility from ACE and that this can be incorporated.</p> <p>BG notes that historically the Bridge programme has been prescribed by ACE and flexibility means CBNE can fully reflect on changes to the programme and what this means for future delivery.</p>	<p>DFN title to be changed to Director in business plan</p> <p>CE to update job titles on business plan for KM, RG and DFN.</p>
4. Updates from PI panel meeting	
<p>KM reports on discussions held in PI meeting, mainly focussing on supporting LCEPs with functionality e.g. talking to fundraisers and securing match funding. No expressions of interests to consider but KM confirms that some are in stages of development. Talks held about how CBNE can support LCEPs to attract PI as well as what ACE's flexibility could mean for future PI and strategic business support from PI Specialist, Ammar Mirza.</p> <p>BG confirms CBNE won't have to find match to use PI fund for a specific programme but will need ACE approval.</p>	<p>CE, KM to provide overview of PI to RG, including process and context.</p>
5. Performance Update and Management Accounts	
<p>CE notes certain highlights of the CBNE activity report, including the success of the Secret World of Schools sessions, launch of the Bridge Network's Amplify website to showcase case studies of youth voice, involving North East organisations e.g. Mortal Fools and Sunderland Culture, as well as the success of the 2020-21 CLE programme which saw 23 senior education leaders take part. Conversations have begun about next year's programme. CE confirms that resources from all MEHs are now listed on the Creative Classrooms Compendium website with MEH relationships cemented through area managers and LCEPs.</p> <p>AG updates board on current situation with Artsmark and notes highlights from the 2021 report looking at overall engagement and retention. Confirms CBNE ahead of national average for engagement as well as having good figures for school retention. Current challenge with recruiting new schools and future focus placed on recruitment. Recent percentage drop in number of schools due to recent wave of award expirations so plans to work figure back up. AG confirms that online development training sessions have been at capacity.</p> <p>CE reports on current funding for the next round of Let's Craft packs. Currently working on coordinating supplies with distribution to be primarily focussed in Tees Valley and Gateshead. Marketing around initiative going live in the coming weeks.</p> <p>CE reports on changes to key performance indicators (KPIs) and annual target for schools engagement which CBNE has met in Q1. CE confirms figures looking strong for KPI of annual cultural sector engagement.</p> <p>CE reports on Arts Award. Confirms regional dip in moderations last year of 74% which is slightly above national average which is 64%. CH questions what constitutes engagement in CBNE data reporting. CE notes the different dimensions to engagement e.g. attending CPD events, receiving newsletter, etc. CH notes the slight increase in engagement with Arts Award Gold level and that there are currently no North East trainers contracted to deliver as training is now carried out on line.</p>	

<p>CE reports on progress and purpose of the Bridge Network’s new Amplify Website to share best practice on youth voice and engagement. Confirms that Bridge-wide discussions being held as to how Amplify work be incorporated into Bridge programme.</p> <p>BG confirms youth voice, diversity and inclusivity are hugely significant.</p> <p>BG reports on management accounts and underspends are rationalised due to it being early in financial year. BG assures board that spending patterns tend to emerge after Q2. DFN asks if the flexibility from ACE applies to CBNE spending this year as well as future years. BG confirms that flexibility sits more with spending with LCEPs and financial support, e.g. seed funding.</p>	
<p>6. Diversity, Equality and Inclusion</p>	
<p>CE provides overview of the draft youth voice plan which came about through past conversations with LCEPs and partners about the growing need for a plan. CE reports on research done in existing offers regionally and nationally as well as meetings with several youth focussed partners in the region. Notes possibility of a theory of change with Board and staff team. TS shows appreciation for the document being created and suggests it would be useful to have a timeline reflected in the report. CH agrees a timeline is important to be attached to plan. CE confirms a timeline will be included and the document will be further developed. CH suggests “youth voice” might be demonstrated more clearly. TS notes that it is an evolving document and congratulates the team for getting things moving.</p> <p>RG asks how we capture the information from young people. CE confirms the youth voice plan will include mechanisms to do this as it is further developed. DFN notes the challenges of it being a crowded market for youth voice planning and CBNE must be specific with programme planning and which particular partners CBNE will work with. CE agrees and notes that partners in the plan offer something different and the plan will help the team hone in on key priorities.</p> <p>CE updates on work with TWAM Learning Innovation Project Manager, Clare Smith, working on accessibility and inclusivity, as well as mapping and engaging with particular communities. Work is happening and will be fed into a future board meeting.</p>	<p>Board to get in touch with CE with any perceived gaps in the youth voice plan</p> <p>CBNE to build timeline into youth plan and plan to be brought to next meeting</p> <p>Updates on accessibility and inclusivity work with Clare Smith to be brought to a future meeting</p>
<p>6. Any Other Business</p>	
<p>CE asks if board would find it beneficial to receive a monthly communications update via email. Board confirms this would be welcomed.</p> <p>CH reminds board that CBNE website review will take place in October offering an opportunity to praise and spot gaps.</p> <p>VP reports on series of upcoming Newcastle University events, exploring careers, progression, FE and HE with the series coming to an end around the time of CBNE’s Imagine If conference in November. Questions how the careers series could link with Imagine If. Speaks on the current lack of young people’s awareness around the scope of creative careers and their transferrable skills. RG expresses excitement of learning about creative career progression and experiences.</p> <p>CE gives update on Imagine If proposals screening and next steps for conference planning.</p> <p>CH thanks CE for her excellent work covering the post of programme manager during MB’s maternity leave echoed by the rest of the Board. CE expresses her thanks and enjoyment of working with the Board and looks forward to continued work over the next few months.</p>	<p>CE to inform Comms Officer of agreed monthly updates.</p> <p>Board to review website at next meeting following a brief to be issued with agenda.</p>
<p>7. Next meeting</p>	
<p>Thursday 20 October 2021 16:00 – 18:00</p>	