



Minutes: CBNE Advisory Board online Zoom meeting

Wednesday 20 October 2021 16:00 – 18:00

Attendees: Catherine Hearne (CH) (Chair) Katy Milne (KM) (Vice Chair) Diane Fisher-Naylor (DFN) Michael Summers (MS) Venda Pollock (VP) Simon Marshall (SM)

Staff attendance: Melanie Burgess (MB) Bill Griffiths (BG) Susannah Batey (SB) Ellen Johnson (EJ) (minutes)

Guests: Christine Chambers (CC) Heather Walker (HW)

Apologies: Keith Merrin, Miles Wallis-Clarke, Louise Stogdale, Rachel Gault, Julia Robinson, Tim Smith, Zoe Hingston

Agenda item and notes	Actions
1. Open meeting	
<p>CH opens meeting and board introduces themselves for benefit of guest, Heather Walker, Creative Place Development Officer at Tees Valley Combined Authority.</p> <p>CH announces that Miles Wallis-Clarke has stepped down from the board. Expresses thanks for work and dedication.</p> <p>CH reviews minutes and actions from the last board meeting. Queries action to check Sunderland Cultural Education Partnership (CEP) membership has been completed.</p> <p>CH confirms that steps have been taken to update board member, Rachel Gault, on Partnership Investment (PI) process – action ongoing. Minutes agreed.</p>	<p>CH and BG to write letters of thanks to Miles Wallis-Clarke on behalf of board and CBNE.</p>
2.LCEP Progress Update	
<p>SB and HW provide Tees Valley CEP (TVCEP) update. SB reports on regular meetings taking place, both digitally and in-person, with strong momentum towards project planning and development of PI. Plans to take deep-dive in governance structure to solidify CEP as independent body, separate from the Tees Valley Combined Authority (TVCA). HW confirms CEP is working to appoint a deputy chair. HW provides background information, for the benefit of the board, on TVCEP; its position in the local authority and its relationship with TVCA. Meetings held to actualise TVCEP’s ambition for strategic development as opposed to project-led delivery, made easier by regional data gathering efforts. HW reports on Cambridge CEP and their work with digital tracking of regional engagement and community-based learning. CEP representative met with TVCEP. Next steps for TVCEP are to continue cross-referencing programme development with regional data and to consult with regional stakeholders. Delivery planned for early 2022. SB notes the importance of this regional data mapping in offering insight into wider infrastructural barriers in Tees Valley.</p> <p>SB provides update for South Tyneside CEP (STCEP). Meetings held regularly with the cultural strategy in South Tyneside developing alongside the work of CEP, allowing members the opportunity to regularly question priorities. STCEP submitted Expression of Interest for PI, stemming from their pre-pandemic work and developing into a proposed online toolkit to link cultural offers for CYP. Toolkit is the starting point for their full application which will focus on</p>	

<p>developing partnerships and regional collaboration. KM notes increased momentum and need for STCEP to continue to strive for meaningful engagement.</p> <p>SB provides update on County Durham CEP (CDCEP). Meetings held in-person with noted difference in productivity and ability to build relationships. Delay of PI delivery initially due to capacity and social restrictions. Current delay due to CDCEP having a large cultural sector membership, many of who are involved in wider regional projects e.g. City of Culture bid. SB confirms that the call out for a PI coordinator role is to be published in the coming weeks. SB working with Education Durham on data mapping for the region, speaks of potentially using additional CBNE support to explore how to support LCEPs in Arts Council England (ACE) priority places. MS confirms governors work ongoing as well as current plans to develop PI. Regarding the ACE priority places work, CC notes that it could play a major role in the future and conversations should continue.</p> <p>SB updates board on initial discussions held by Sunderland, South Tyneside and Gateshead CEPs looking at forming a South of Tyne link with potential plans to apply for Paul Hamlyn Foundation funding. SM updates board on progress made in CPD development, first through individual CEPs with plans of coming together to deliver due to shared priorities across regions. KM confirms 3 meetings have been held, looking at regional approach and highlighting shared priorities. Move towards joint programme and series of content to showcase effective partnership future South of Tyne bid.</p> <p>SM reports on Sunderland CEP (SCEP). Answers earlier query and provides information on the various sectors and orgs that make up the SCEP membership with aspiration to link up cultural and public health. 3 sub-groups of SCEP working to address health, equality, activity delivery and PI. SM reports on work done with Northumberland CEP and Newcastle Business School, looking at better job creation and improving cultural participation in the city of Sunderland. Announces opening on new city hall facility with heavy focus on youth voice and youth-led participation. SCEP is working alongside the music education hub and regional young people to develop these projects. DFN comments on the exciting prospect that children and young people are ‘taking over’. CH observes that LCEPs are becoming independent bodies known outside of the cultural sector.</p> <p>MB updates on the LCEP chairs and vice chairs meeting, held online on 11 October. Confirms chairs’ concerns surrounding individual governance. BG speaks of possible new approach to use PI fund to explore how the youth voice initiative can be embedded across cultural sector. DFN asks what intelligence ACE has shared regarding their future ambitions for LCEPs. CC reports on new ACE work to underpin future priorities with a stocktake of national LCEP progress currently underway.</p>	<p>CD to update board on progress of South of Tyne work in next board meeting</p> <p>CBNE team to develop a meaningful LCEP support offer that will foster sustainability and reflect team capacity.</p>
<p>3. CBNE Business Plan 2022-23</p>	
<p>BG confirms that business plan is still in draft stages of development with feedback expected in December ahead of final submission in February 2022. CH notes the list of potential risks detailed in the business plan and suggests that they’re RAG rated in the final draft to indicate degree of risk.</p> <p>DFN speaks of the potential links that could come out of The Duchess's Community High School in Northumberland being chosen to participate in ACE’s Creativity Collaboratives Initiative. Benefits to creative networks in the region should be tapped into by CBNE. Discussion to be had between DFN and MB.</p>	<p>BG to risk assess business plan</p> <p>MB and DFN to discuss potential opportunities for regional links r.e. Creativity Collaboratives</p>
<p>4. CBNE Impact Evaluation</p>	
<p>MB reports on the recent CBNE evaluation following on from assessing the impact of Covid-19 restrictions and home-working. Recent emphasis on looking at where emergent changes are</p>	

<p>becoming permanent and having a wider impact on the developing programme. Highlights the strong focus on school CPD taking place in the report after the dip in 2020 engagement due to Covid-19 restrictions and pressures.</p> <p>CH queries the nature and plans regarding the list of key summaries in the report. MB explains that the team are looking at how to choose which national efforts to engage with due to limited capacity and limited time remaining in this funding round – where is it most sensible and impactful for us to focus our efforts. BG confirms that Bridge leads have met regularly over past 12 months and collectively recognise that there are more national initiatives that can be addressed so looking to reduce them down into regional priorities.</p> <p>Regarding the nature of future advisory board meetings, CH confirms that board will take it quarter by quarter due to unpredictable pressures in schools and cultural orgs. BG proposes a hybrid model for meetings where members can choose between in-person or digital engagement. DFN questions hybrid model and proposes that board commits to an annual in-person meeting for longer strategic conversation but accepts that day-to-day business of the board can be done effectively on Zoom. KM agrees – digital helps with engagement and attendance but in-person facilitation add value to in depth discussion. BG agrees and suggests a spring-time away day for the board to digest the ACE report.</p> <p>CH confirms that senior team adequately brief board on national and regional programme. KM notes the prevalent need for the LCEP chairs to understand CBNE’s role and whether there is something in board advocacy.</p> <p>MB speaks of conversations had with SEND school contacts and the feeling that the current CBNE CPD offer often isn’t applicable enough for them to share with other SEND contacts. Team is working with them on CBNE website content and how to re-shape the programme moving forward.</p> <p>MB notes that the impact evaluation is more for provocation. Follow-up sessions always take place between CBNE independent evaluators and the team to address key points and cross-cutting themes in the programme.</p> <p>CH asks for an update on the scheduled contract for the current CBNE independent evaluators. MB confirms that their next piece of work will be looking at LCEPs and their current priorities with a focus on fostering sustainability. The current evaluation contract runs until March 2022. CH questions whether the time has come to contract new evaluators. CH and DFN question whether their long-standing working relationship with CBNE and their familiarity with the programme affects the impartial nature of evaluation. MB notes their value in exploring legacy and historical impact with the team due to shared knowledge.</p>	<p>CBNE team arrange a date/time for a board/team away day in Spring 2022</p> <p>Keep evaluation points about relationship between board and team as ongoing discussion</p> <p>MB and team to look at nature of future impact evaluations and possibility of contracting new evaluators in April 2022.</p>
<p>5. Updates from PI panel meeting</p>	
<p>KM provides PI progress of Durham, Newcastle and Tees Valley CEPs. Confirms STCEP has sent Expression of Interest for assessment. MB notes Northumberland, Gateshead and Sunderland have drafted EOIs with ambition to have final version submitted by the end of 2021.</p>	
<p>6. Performance Update and Management Accounts</p>	
<p>MB accounts for the recent rise in Artsmark data since the publication of the board papers with a gradual resurgence in schools re-registering in the autumn term following the lifting of many Covid restrictions in schools. Conversely, the list of schools who have not re-registered has increased, after a large proportion of awards given 2020 Covid-19 extensions have expired. Plans to send an Artsmark-specific email out to advertise Artsmark Celebration Week (8-13 Nov) and to gather interest in re-registering. DFN asks if we have national intelligence to compare against our regional figures.</p>	<p>MB to send board national Artsmark data before next meeting.</p>

<p>MB gives brief overview of Arts Award and notes the rise in registrations and award this quarter.</p> <p>MB provides run-down of progress with meeting key performance indicators (KPI) this quarter. Notes figures in school and cultural engagement in CPD lower due to programme lull over summer holidays. CH and MB discuss possibility of a resurgence of cultural organisations' engagement due to upcoming NPO application round, with cultural orgs keen to engage and learn in order to inform planning.</p> <p>CH supported decision for NTCEP coordinator to be a salaried post sitting within Helix Arts but stressed the importance of ensuring sustainability of the post and fail safes in case of wider funding challenges for Helix Arts in future.</p> <p>MB confirms that the Creative Classrooms Compendium is still regularly visited and unique page views are over KPI. Announces plans to launch new resources catering to Early Years Foundation Stage later on this year.</p> <p>BG speaks of a working group looking to engage national bodies wanting to make regional connections and Bridge will work to help make those connections.</p> <p>CH questions the £2 Let's Craft budget underspend and BG confirms accuracy due to coming £2 under on the latest supply order. DFN queries how the large amount of PI fund in the budget is accounted for. BG and MB explain the context, intention and payment schedules for LCEPs and PI that account for that sum. BG confirms successful LCEPs can bid for a second PI round so amount must cover additional bids.</p>	<p>MB to confirm terms of contract for NTCEP coordinator</p>
<p>6. CBNE Website review</p>	
<p>Agenda item moved to the next board meeting to accommodate feedback from schools reps absent from today's meeting</p>	
<p>7. Inclusivity and Relevance</p>	
<p>MB updates board on meeting held with Youth Voice partners who have confirmed willingness to support CBNE as delivery partners with both the initiative and the Secret World of Schools CPD for cultural reps. Confirms that Christen Standerwick, CBNE Communications Officer, is currently planning the social media campaign to showcase the youth voice initiative, due to take place January – July 2022. MB notes importance of turning plan into action and the need to share best-practice and examples with stakeholders.</p> <p>SM stresses need to challenge ourselves when the plan isn't happening and to focus on the actions that come directly from the voices of young people's voices. CH agrees and adds that CBNE must work to seek out the lesser represented young voices and not the 'usual suspects'. States that work must be challenged at every level, especially evaluation. SM agrees and points out the many benefits of having young people directly involved in programme evaluation.</p> <p>CH asks if there is there a way to incorporate the voices of children and young people into the discussion at the next team/board away day.</p> <p>MB confirms that the CBNE team discussed in depth the topic of youth voice and meaningful youth engagement at a recent evaluation meeting and how diversity and inclusion cross-cut with youth voice – "young people are not one demographic".</p> <p>SM notes that the region is about to take in a huge amount of Afghanistan refugees and along with the LGBT+ campaign, there could be more done to ensure that the more vulnerable and underrepresented voices such as these are heard and supported.</p>	<p>CBNE team to look at incorporating voices of CYP into next board away day</p> <p>CH and MB to look at inclusion and relevance agenda to include discussion around supporting more diverse groups.</p>

8. AOB	
<p>EJ provides update on preparations for CBNE’s upcoming Imagine If Digital Conference Series, taking place 15-19 November.</p> <p>MB confirms that the next round of CBNE fund opens 1 November and will close 5 January.</p> <p>CH announces her recent recruitment into the board of Blue Cabin CIC and updates meeting on key aims of organisation.</p>	<p>MB to share link for CBNE fund when it goes live</p>
Next meeting	
Monday 25 January, 10:00 – 12:00 via Zoom	