



Leeds LCEP Steering Group Meeting

Minutes – 16.10.19

Attendees: Rachel Kingdom (Yorkshire Dance), John Iglesias (Weetwood Primary), Stephen Wild (Artforms), Kirsty Brobyn (WYCA), Marc Townsend (WYCA), Sophie Backhouse (Tutti Fruitti), Liz Harrop (Cultural Institute at University of Leeds), Sarah Beckett (IVE), Sam Moore (Northern Ballet), Tom Smith (MAP Charity), Alison Miller (Leeds Libraries), Sarah Westaway (Artforms), Caroline Courtney (IVE), Sally Coe (Breeze – Leeds City Council)

Agenda:

1. Welcome and Introductions
2. Minutes of the last meeting and matters arising
3. Action Plan – discussion and next steps (including Partnership Investment, future governance)
4. Working groups update
5. Comms Plan – discussion and next steps
6. AOB

1. Welcome and introductions

Apologies received from: Gail Ferrin (CYPDNN), Rachel Lythe (Leeds Grand Theatre). Tracy Witney (NSCD), Kathie Hunter (University of Leeds), Gaia Rosenberg Colorni (MAP Charity), Sam Jinks (Royal Armouries), Leanne Kirkham (Northern Ballet), Debbie Maturi (Leeds Young Film), Deborah Pakkar-Hull (Theatre Company Blah Blah Blah), Charis Charles (Phoenix Dance Theatre), Kate Fellows (Leeds Museums & Galleries), Taneesha Ahmed (The Tetley), Nichola Casse (University of Leeds), Alex Ferris (Leeds Playhouse), Ashley Lund (New Bewerley).

2. Minutes of last meeting and matters arising

The minutes of last meeting were reviewed.

WYCA gave an update on their items from the last meeting. The Raising Aspirations Fund is now closed and the awarded bids have been informed.

#FutureGoals was officially launched last week with the creative toolkit launched out to all schools: <https://futuregoals.co.uk/>

WYCA are still seeking 60 second videos from employers about various job roles in the creative industries.

Action: contact contact Michelle Hunter (Michelle.Hunter@westyorks-ca.gov.uk) for details.

We will circulate details about the successful projects for awareness raising and advocacy. There will be press releases out shortly and case studies will be released throughout the year.

Action: Kirsten/Mark/Michelle to share the details of projects that are receiving the Raising Aspirations funds with LeedsCEP.

Further updates to come later in the meeting.

The minutes were agreed by the group.

3. Action Plan – discussion and next steps (including Partnership Investment, future governance)

LH shared the draft, designed version of the Action Plan document. It was noted that amendments re: spelling have already been made since the draft has been circulated. This will ultimately sit on the LeedsCEP website in downloadable form for partners. LH encouraged partners to send their reviews if they identify opportunities to emphasise certain elements e.g. there is now a greater emphasis on the Early Years elements of the document.

Action: All to review the Action Plan and send updates to LH.

Main points in the Action Plan were highlighted:

- LeedsCEP is the our new name to distinguish from other LCEPs nationally
- The local context is vital in highlighting us as a significant strategic body
- From this Action Plan document we seek to identify tangible next steps, leadership and direction for each of the working groups.

LH has also circulated a working document that digs into the detail of the Action Plan's priorities. We will retain this working document as we move forward.

Action: CC to circulate this with these minutes.

Partners split into groups to review thoughts about the document.

We are already working towards a lot of the Action Plan's priorities without having to do any more – there is nothing hugely new in this document because we are emphasising what we already do to identify gaps. The focus therefore is about targeting the hardest to reach and marginalised groups. SaW used the example of using our networks to support MAP Charity. We will seek to create a case study around MAP Charity's recent achievements to show what the partnership looks like in practice.

There is a gap in the Action Plan around progression routes, especially in identifying and sharing opportunities for young people who have benefited from established progression routes coming back into the system to support young people at the start of the journey.

We questioned what outcomes do we see at each stage and how do we measure outcomes. One outcome is ensuring that schools are aware of the partnership through clear messages to education settings, headteachers, governors, trusts etc. that are clear and straightforward. We should always bear in mind who is reading the document / who is the audience / does it need to be tweaked for various audiences. We do need this document to tell people about us and our work.

The emphasis is this: What we are not doing is creating new work. What we are is advocating, elevating and adding value to the work that partners do to regional and national recognition.

This document represents the second phase of the LCEP's life where ownership and responsibility lies in the hands of partners. This is especially significant in terms of applying for Arts Council's Partnership Investment (PI) funding that is available to LCEPs to apply to.

LH shared that it feels that when we do bid for the PI funds, we should focus on one particular strand or area rather than spread it thinly over all of them.

Working groups have often been large without a strong call to action which has meant they haven't necessarily been particularly focused. This has worked more successfully in other LCEP areas where the working groups are smaller and there is clearer sense of ownership. Perhaps instead of working groups, we identify task and finish groups that work on specific, measurable actions.

4. Working groups update

Youth Voice working group update (SaW)

Under each priority identified in the Action Plan, there are no quick wins. The Task and Finish Groups do face a difficult task because part of the process is recognising the challenges, especially around engaging those young people who aren't already engaged. Part of this is identifying best practice and what is already working for partners.

Lisa Stephenson (Leeds Beckett) has agreed to run a session for the LCEP around Youth Voice for partners to have a conversation about this. SaW is working with Lisa to establish this.

Voice, Change and Influence team in the Council are involved as part of this conversation. StW shared that LMEP have been doing a lot of work with this team around music this year.

What the LCEP can do is capture the amazing work that is already happening across the city e.g. through a film, a collection of case studies etc.

Health and Wellbeing working group update (SaW)

University of Leeds ran a conference on Arts, Health and Wellbeing (for children and young people) in the summer. There was no clear action that came out of the event however the emphasis on how important this is was paramount. There are opportunities for developing CPD for upskilling practitioners which the Health and Wellbeing working group will look at this. There are opportunities for sharing those examples of best practice, perhaps through case studies or rolling out this best practice in a mentorship model, as suggested by AM.

Jl shared that a role that we can have for young people could be getting a message out about what Leeds is all about and what Leeds means to people. This is what Youth Voice can be – deciding what Leeds means to young people.

LH noted that there are groups and organisations that are doing this work and our role is to elevate and emphasise this across the city.

The focus of the 2023 Team is to uncover these ideas – SaW noted that this will start to come out in 2020.

Our role is to articulate the offer of what is possible in the city and identify opportunities for partners to roll out models of working through partnerships, new funding, consortiums etc. and to begin city-wide evaluation models as a cumulative piece of work.

Another role we can have is measuring the scale of investment of the arts and cultural sector in achieving health and wellbeing outcomes for children and young people in the city – no one else is gathering this data and this is vital in showing our potential for match-funding etc.

We can identify schools' priorities around health and wellbeing targets through the [My Health, My School](#) research. This is a limited piece of research but it is a strong start in terms of a source of information. Our unique role is that we can access the entirety of this data.

Action: SaW will identify where the entire data set sits and will share this with partners.

RK identified a gap in city-wide provision as a missing space where all useable data might sit. Each partner organisation probably has a huge amount of data and research that is relevant across the city and partnership. A role we can have is pulling together and auditing all data gathering documents to sit on our website.

Action: SaW and LH to arrange a call-out to partners for this.

SC shared the functionality of being able to map and measure Breeze card use across the city / additional data possibilities.

5. Comms Plan – discussion and next steps

LH presented in NC's absence.

This Communications Plan maps against the Partnership's Vision and Mission.

SaW raised that there is a gap in audiences around Third Sector organisations e.g. Catch, Getaway Girls, Bramley Action. The group discussed whether these organisations sit underneath all the identified audiences; for example, we do not reach CYP and families directly but instead through their gatekeepers such as those third sector organisations.

LH pointed out a new strand to the Comms plan: a blog to provide thought-leadership and spotlight what partners are doing.

There are actions that all partners can do to support LeedsCEP communications:

- following brand guidelines
- Borrow the LeedsCEP banners and request postcards
- Make team aware of events and opportunities
- Engage with @LeedsCEP and #CulturalEducationLeeds on Twitter
- Add 'LeedsCEP member #CulturalEducationLeeds' on your email signature (there are images for these too if you want to sue them)
- Provide images for our image bank (particular gaps around girls and young people with disabilities). Please send these to Nichola Casse N.F.Casse@leeds.ac.uk.
- **Action:** LH and NC will circulate a one-pager call to action document with these requests.

Action: AM to send CC Year of Reading info to link to Comms Team.

There will be another Twitter 'Thunder Clap' planned around Creative Careers Week.

LH asked if anybody knows about any pots of funding that can support this work in future or if any partner organisations have some communications staff in organisations who can commit a bit of time towards the LeedsCEP communication plan, please let LH know.

6. AOB

Governance:

We have this Steering Group and an Executive Group (LH, SaW and SB). LH has chaired the group since 2017 and has recently started a new job so will soon have no more capacity to chair this group. She is seeking better representation for the University on this group, in particular the Head of Education and Engagement. LH can chair this group for the next six months but beyond that we will need to recruit a new chair. We are in a much better position to find an independent chair than in the past. Due to the nature of our group, we can appoint a representative from any partner organisation as the chair

The priority seems to be that we will need a 'do-er' in future. SB shared that Rosi Lister, CEO at IVE has offered to support the recruitment of an independent chair.

LeedsCEP has three places at the Yorkshire Cultural Education Forum in Leeds on Wednesday 12 February. SaW and LH are going. JI offered to represent the schools side of the partnership.

Action: CC to send the Eventbrite info to JI.

Caroline Courtney is leaving IVE this week and bids farewell to the LeedsCEP!

Next meeting: Monday 2 March 2-4pm (Northern Ballet)