

Steering Group Terms of Reference

Context

Thank you for agreeing to be part of the Cultural Strategy Steering Group.

FEI were appointed by East Devon District Council and the Arts and Culture East Devon (ACED) network in January 2022 to develop:

- A shared 10-year vision for culture in East Devon
- A Cultural Strategy that sets out goals, principles and objectives that reflect local needs and ambitions
- A practical delivery plan, including: activities and outputs, milestones, a monitoring framework and outline plans for resourcing and funding.

The Cultural Strategy aims to:

- Build and secure place-based strategic partnerships and local community ownership around a shared 10-year vision for East Devon and the surrounding areas
- Reflect the needs of people who live and work in the district
- Provide a compelling and robust framework to attract future investment from public, private, community and social enterprise sectors, including national investment sources
- Guide a sustainable, inclusive development of the area that is fit to meet global challenges of climate and ecological breakdown and growing inequalities.

Governance

The Cultural Strategy is being developed by East Devon District Council and its management and delivery will be the responsibility of the Council.

However, the process of developing the Strategy has been collaborative and inclusive, and the final Strategy will aim to galvanise residents, creatives, policy-makers, funders and other partners around a shared vision. The Strategy will act as an invitation to engage with shared goals for culture in East Devon that can only be achieved in partnership.

(This is the model being used for other EDDC strategies, such as Climate Change, which also require cross-organisational and cross-disciplinary engagement.)

Role of the Steering Group

A Steering Group has been set up to:

- Provide a strategic overview of the Strategy development
- Bring a range of expertise, experiences and voices to the table
- Act as critical friends and sharpen thinking



- Sense check and feedback on proposals, from the emerging themes and vision to the practical delivery plans
- Ensure the plans resonate with local and sector agendas.

It is hoped that the Steering group, by being involved in the development and process, will go on to champion the Strategy and help engage other partners and stakeholders on its journey.

Members are kindly requested to read the reports and other documents provided prior to each meeting.

The Steering Group will be a forum for open discussion and will not have formal minutes or decision-making powers. Key points and actions will be captured at each meeting by the consultants (FEI) and the EDDC project team (Charlie Plowden and Ruth Gooding).

Membership

The Group is Chaired by the Leader of East Devon District Council (EDDC), Cllr Paul Arnott, and members are drawn from within and outside the Council. The membership also includes two other Councillors: Cllr Nick Hookway, Portfolio Holder for Culture, Leisure, Sport & Tourism and Cllr Joe Whibley, Culture Champion.

The other representatives are drawn from the arts, museums, community engagement, Arts Council England, tourism, natural environment and economic development.

Freelancers on the Steering Group will be paid industry-standard fees of £25/hour for their time at meetings.

Meetings and Next Steps

The Steering Group will meet twice:

- To feedback on the Evidence and Emerging Themes Report and to take part in a Visioning Workshop (April)
- To review the draft Cultural Strategy (May).

An agenda and papers will be circulated beforehand.

The draft Strategy, along with any feedback from the Steering Group, will then be reviewed by the EDDC Arts & Culture Forum and finalised by the end of June.

The aim is for the Arts & Culture Forum to recommend to Cabinet that the Strategy be adopted this summer.