

Lancaster Arts Board (LAB)

Terms of Reference

Lancaster Arts (LA) is part of the National Portfolio of Arts Council England as a Combined Arts organisation and is integral to Lancaster University. Together with The Ruskin, LA is responsible for the University-wide Arts and Cultural Strategy and provides a cultural leadership role for the city and region.

The Lancaster Arts Board (LAB) plays a critical role in overseeing and guiding LA and reports directly to the University's Arts Strategy Committee, ensuring compliance with Arts Council NPO reporting requirements and offering critical oversight of progress against the Lancaster Arts Strategic Plan.

Members will act as ambassadors and enablers of the programme, bringing new and fresh ideas for the vision and direction of LA.

LAB members will offer critical support during a period of transition and change with nominated champions for core threads of our programme (eg. Diversity Champion, Green Champion and Networking Champion).

The LAB will provide opportunities for members to share across their respective roles and practices, creating a dynamic and mutually beneficial environment and interacting with the other levels of governance as outlined below:

There are three tiers of governance for Lancaster Arts:

- I. The Arts Strategy Committee (ASC): provides oversight of the Lancaster Arts Board and reports on progress to Senate; meets bi-annually.
- II. The Lancaster Arts Board (LAB): reports to the ASC; meets bi-monthly
- III. Lancaster Arts Circle of Friends: informs the LAB and acts as a sounding board; meets bi-annually.

The term of office will be a minimum of 3 years and a maximum of 4 years. The LAB was initially established in 2017 and this term of membership has come to an end in 2021. As a result of learning from this first tenure, the Terms of Reference have been adjusted.

An Expression of Interest process will begin in March 2021 with hopes that a new membership will be in place by April ready for the first meeting in May.

Functions of LAB

- I. To monitor and advise Lancaster Arts on compliance with Arts Council NPO reporting requirements
- II. To offer critical oversight of progress against the Lancaster Arts Strategic Plan which is then reported to the Arts Strategy Committee.

- III. To provide a source of advice and guidance to the leadership team of Lancaster Arts in the delivery of a high quality arts programme and strategies of Lancaster Arts with particular regard to engagement, diversity, environmental action and artist development.
- IV. To enable reach and profile for the Lancaster Arts programme locally, regionally, nationally and internationally.
- V. To enable alignment and added value with arts and cultural strategies and initiatives across the district, region and beyond.
- VI. To provide guidance on budgets and operational matters including fundraising.
- VII. To take part in the programme through the public performances and exhibitions as well as with the wide range of commissions and events

Operations

LAB will meet bi-monthly, rotating venues across the university campus and extending beyond the campus to external sites. This will entail 6 meetings a year plus a retreat of half a day.

In the annual retreat, the LAB will take a deep dive into specific areas of operations or themes in an annual retreat which may include members of the Circle of Friends group and/or invited guests.

The LAB is administered by Lancaster Arts. A small stipend will be available for freelancers in appreciation of the time and expenses required.

Membership

We are seeking people who are passionate about the potential of LA, keen to understand its history and practices and help us forge new ways of working in the future that will enable us to be a distinctive and remarkable asset to the University and wider region.

Membership will be evenly distributed between university and external members and include a breadth of membership in order to ensure a balance of gender, diversity of background, expertise, race, age, breadth of artistic knowledge, and geographical knowledge. It would be expected that all members actively support LA and are committed to its future ambitions with a willingness to engage both with programme and with external stakeholders.

Capacity to engage is a key factor and will be discussed with each prospective board member to ensure continuity of engagement. In some cases, it may be possible to share a board position between two members.

The Chair will be a leading arts professional with a national and international scope. The Dean of the Faculty of Arts and Social Sciences will remain on the Board.

LA is seeking the following knowledge, skillsets and aptitudes (in no order of preference):

- Strong connections to local communities (of place and interest)
- Strong connections to international opportunities within the University
- Artform specialism at a high level (at least one, preferably two)
- Environment and arts/ arts and health expertise
- Strong track record of work in diversity (ideally within the University and external)
- Local or regional authorities
- Funding opportunities (within University and external)
- Entrepreneurial background
- Engagement leads within University (and/or national networks such as National Centre for Public Engagement)
- Evaluation methodologies appropriate for arts organisations
- Access to related Higher Education networks (such as UCAN or Cultural Forum North)

The LAB must reflect the rich diversity of the north west and ensure there are a range of perspectives to draw upon in our governance. We are committed to attracting and recruiting more representative candidates, particularly disabled, D/deaf and/or neurodivergent people and those from Black, Asian and ethnically diverse backgrounds. We particularly encourage Expressions of Interest from people in these groups.