



**Agenda**

**Kent Ambassadors Away Days**

**Arts and Culture, The Wider Picture**

**12th and 13th July 2016.**

**8.00am Ambassadors to arrive at Tudor Marriott for Breakfast and scene setting briefing.**

**8.45am Board the coach**

**9.00am Depart for No 34 High Street, Sittingbourne, Kent, ME10 4PB.**

**9.30am Arrive 34 High Street for introduction from Ideas Test Director, Steph Fuller**

**9.45am The group will be split into three, each group to visit three ‘stations’ in rotation around the building featuring different elements of the Ideas Test programme.**

**9.50am**

**Group 1 Creative business success story - Chevron room**

**Group 2 Digital skills and creativity support - Tudor room**

**Group 3 Rural touring and sustainable promoter networks - Behind reception area**

**10.10am**

**Group 2 Creative business success story - Chevron room**

**Group 3 Digital skills and creativity support - Tudor room**

**Group 1 Rural touring and sustainable promoter networks - Behind reception area**

**10.35am**

**Group 3 Creative business success story - Chevron room**

**Group 1 Digital skills and creativity support - Tudor room**

**Group 2 Rural touring and sustainable promoter networks - Behind reception area**

**11.00am Leave for ART31, Gulbenkian, University of Kent, Canterbury, Kent, CT2 7NB**

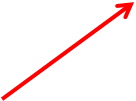
**11.45am Arrive Gulbenkian.**

**Gavin Esler (Chancellor) and Denise Everitt (Deputy Vice Chancellor) to do a short welcome.**

**12.00pm Buffet lunch.**

**12.45pm The Ambassadors will be invited to join small group discussion on themes linked to Art31’s hashtag #ChangeKent, facilitated by young people from ART31.**

**2.00pm Depart for The Beaney House of Art and Knowledge, 18 High Street, Canterbury, CT1 2RA .**

The Beaney

**2.30pm Arrive at The Beaney House for Introduction**

**2.40pm Split into two groups**

**Group 1 – Manda (upstairs)**

**Object handling Museums on Prescription session – Learning Lab**

**Group 2**

**Beaney Tour**

**3.15pm Swap Groups**

**3.20pm Group 2 – Manda (upstairs)**

**Object handling Museums on Prescription session – Learning Lab**

**Group 1**

**Beaney Tour**

**4.00pm Finish and depart for coach.**

**5.15pm Arrive Hotel for check in**

**6.15pm Chairman’s briefing in the Bearsted Room.**

**7.00pm Drinks Reception in the Charlotte room.**

**7.20pm Introduction and opening remarks by Richard Collins**

**7.20pm Starter and discussion**

**7.45pm Dr Caroline Jessel, Lead for Clinical Transformation and Outcomes, Medical Directorate, NHS England South East, Lead for Sustainability and Health, South Region and co-chair for the Kent Nature Partnership**

**“Health, wellbeing and the natural environment of Kent”**

**7.55pm Peter Bolton, Chief Executive, Kent Music**

**“Music for Young People in Kent”.**

**8.05pm Main Course and discussion**

**9.00pm Mike Hill, Cabinet Member for Community Services, Kent County Council**

**Art in Kent – the County Council perspective**

**9.10pm Paul Carter for Leaders Round-Up**

**9.20pm Dessert, coffee and discussion**

**9.45pm Q&A session**

**10.10pm Closing remarks by Richard**

**10.15pm Finish**

**Day 2**

**6.30am – 8.30am**

**Breakfast in main restaurant and check out**

**8.30am Meet in the Bearsted room for free speech sessions for Ambassadors**

**9.30am Depart for volunteering**

**Please select one of the following:**

**Option 1**

**Venue : Rare Breeds Centre, Highlands Farm, Woodchurch, Ashford, Kent, TN26 3RJ, 01233 861 493 x 241. Contact Angela Phipps**

**Rosemary Cottage**

**Rosemary Cottage is located within the grounds of Highlands Farm.  It was established as a home for people with complex needs and is home to five residents all of whom need one-to-one support twenty four hours a day. All of the residents of Rosemary Cottage have a learning disability and conditions including Cerebral Palsy and Hydrocephalus - some with additional complications such as epilepsy. Five require support with their mobility (four are wheelchair users) and cannot attend to their personal care needs unassisted. David\* for instance has been suffering with a severe form of Cerebral Palsy and is registered blind although he does have some sight. His condition means that he now spends much of his time in a wheelchair as he cannot weight bear on any part of his body and has regular spasms. His physical limitations, however, do not hinder his tremendous spirit! He has a fantastic sense of humour and enjoys taking part in many activities such as swimming.**

**The staff team of Rosemary Cottage have been fundraising over the past year, raising funds to create a sensory garden for the residents. They have developed a plan and will have purchased the materials by July but really need help with planting up and creating the new garden. They would very much welcome the Ambassadors help. On the day some of the residents of Rosemary Cottage will be on hand to help and to ensure the Ambassadors are looked after with tea, coffee and home-made cake!**

**As on past visits we’d be happy to provide lunch and can accommodate a group of around 10 people. I am sure with the range of tasks involved we will find something for everyone to do.**

**10:30am Arrival and a briefing on our charity and tour.**

**11.00am AM session.**

**12:30pm Lunch served in our Granary Restaurant. The Ambassadors will be hosted by some representatives of our charity’s management team.**

**1:45pm PM session.**

**3:30pm Closing brief and depart.**

**4:00pm Depart.**

**Option 2**

**Venue : Creative Foundation, Mill Bay, Folkestone, Kent, CT20 1BN, 01303 760740. Contact Penni Pierce.**

**There is a pay and display car park behind Quarterhouse at Mill Bay,** **CT20 1BN. There’s also the Harbour car park, which is also pay and display but slightly cheaper. CT20 1QJ**

**The Creative Foundation is an independent visionary arts charity dedicated to enabling the regeneration of Folkestone through creative activity. Working with the people of Folkestone, partners and other stakeholders they are transforming the town making it a better place to live, work, visit and study.**

**Plan for the day (Maximum places:** 1**5)**

**11am    Arrive at Quarterhouse – coffee/tea**

**11.15am    Briefing on the Artworks collection**

**11.30am    The group (Artworks Custodians) would be given a selection of artworks to report on, for which they would be given an information pack showing images and a detailed description, and a task sheet which could include the following:**

**Report on the condition of artwork labels**

**Report on the condition of the artwork (any damage, graffiti, needs re-painting, rust, etc)**

**Ease of access, any obstructions**

**Any litter / fly-tipping**

**1pm     Return to Quarterhouse to report findings**

**1.30pm Lunch**

**2.00pm Volunteering brainstorm**

**Open discussion around the use of volunteers and how this builds on community engagement, and how the Creative Foundation can improve through the help of volunteers.**

**3.30pm Tea /coffee, and round up of the day**

**4.00pm    Close**

**The Creative Foundation already use a number of volunteers, and are looking to build a deeper engagement with Folkestone and the local community in the lead up to Triennial 2017 and beyond. They believe that developing a structured programme for volunteers, and the skills and interests that they bring, will have a positive impact on the Foundation and allow a greater awareness and understanding of the organisation.**

**Option 3**

**Venue: People United, Canterbury Innovation Centre, University Road, Canterbury, Kent CT2 7FG. Contact Tom Andrews 01227 811800**

**There is free parking behind the main building. If there are no spaces free there is other pay and display parking on the university campus or feel free to call Tom on his mobile 07984 733818 and he will arrange for some cars to be moved.**

**Introduction and background to People United**

**People United is a creative laboratory based in Canterbury. People United explores how the arts can inspire kindness and social change. We act as a catalyst and mentor, creating artistic work and supporting local residents, artists and teachers to pioneer change in their own settings. We are an NPO (National Portfolio Organisation) funded by the Arts Council, England.**

**We commission artists, create imaginative new work, develop research and support new social initiatives. From beach huts and bingo halls to high streets, schools and offices; our work links artists, academics, policy-makers, community leaders and the general public in exploring how to grow a more caring society.**

**Research and evaluation are central to our work and we have a long standing partnership with the School of Psychology at the University of Kent. We are one of only 6 organisations in the UK that received a national Arts Council research programme grant (we are researching the impact of our work in Newington, Thanet).**

**Over the last 10 years People United has ploughed a distinctive furrow, a precursor to the current debates on well-being and empathy, pioneering new work and research on the power of the arts to transform lives for the better. We believe that arts and creativity have a powerful and practical role to play in how our society develops. Our work focuses on long term change, growing the conditions (empathy, social connections, inclusive values, social skills) that enable individuals and communities to thrive. Our organisational model is based on testing out a project or process, evaluating it professionally and then sharing this widely, multiplying its impact.**

**Over the last two years People United has helped 64 organisations and individuals through advice and support; worked with 29 artists in developing practice, engaged with 5,491 participants through commissions and participatory projects, and 19,820 people have attended our events. Partners include National Theatre, South Bank, Kent County Council, Turner Contemporary and Manchester Museum.**

**Activity Planned**

**Planning our 10 year anniversary event (and linked programmes). We would like help, advice and inspiration for our 10 year anniversary event in Canterbury (planned for October / November 2016). We would like this event to share our work with an invited audience, celebrate significant successes and bring artists, funders, staff, volunteers and other stakeholders together. We would like the Ambassadors to help us plan the event, the content and timeline; to think about contacts and guests; to assist with linked funding ideas; and to challenge and support our thinking.**

**Provisional Timetable**

**10.30am Arrival / Greetings**

**11.00-11.45am People United overview / 10 Year event background**

**11.45-1.00 Ideas sharing**

**1.00-1.45pm Lunch**

**1.45-3.00pm Working groups (contacts / marketing / funding / event planning) – discussion and research.**

**3.00-4.30pm Bringing the work together / planning (including refreshment break)**

**4.30-5.00pm Conclusion and departure**

**Option 4**

**Option 4a)**

**Venue : Maidstone Museum & Bentlif Art Gallery, St. Faith's Street, Maidstone, Kent, ME14 1LH. 01622 602851**

**Contact Victoria**

**There is a car park at the rear of the building or some spaces potentially to the side of the new extension so you are welcome to park there if you would like to or any pay and display in Maidstone.**

**With regards to Front of House duties it would be nice to have some greeters for the day who could assist with the visitor survey collation. The museum are trying to compile some more effective data from our visitors in order to support their Audience Development Plan, to help them better understand the needs of their visitors and where improvements may be required.**

**If you could report to reception at 10am and ask for Victoria then we can introduce her to the team and building and show her what to do for the day.**

**As for uniform, the front of house team wear white blouses and Navy trousers or skirts so anything along these lines or a navy/black dress would be acceptable.**

**Two people can be accommodated for this.**

**Option 4b)**

**Venue : Maidstone Museum & Bentlif Art Gallery, St. Faith's Street, Maidstone, Kent, ME14 1LH**

**Voluntary Collections Assistant (1 Ambassador)**

**Working with the support of the Collections Team to digitise the accession registers by typing the information from them into an Excel spreadsheet and occasionally photographing pages with additional sketches and drawings which can then be hyperlinked to the spreadsheet.**

**It is not essential but people with Typist and Secretarial experience would be particularly suitable for this role.**

**The Museum is undertaking a large scale audit of its collections. In order to efficiently identify objects and relate them to information that is held about them we need our accession registers (the books that note what objects have been entered into the museum’s collection) (13 volumes) to be digitally accessible and searchable.**

* **Typing the information from the accession registers into an excel spreadsheet.**
* **Occasionally, photographing pages which contain drawings and, with Collections Team help, downloading those photographs and creating hyperlinks to them within the spreadsheet.**

**Option 4c)**

**Venue : Carriage Cleaning, Tyrwhitt-Drake Museum of carriages, Mill Street, Maidstone ME15 6YE. Contact Samantha Harris 01622 602855 or 07766 115 462.**

**Collections Volunteer (2 Ambassadors max)**

**With the support of the Collections Team the ambassador will assist in the low level basic conservation cleaning of the Carriage Museum artefacts.**

**This will involve basic training being given in museum cleaning methods such as brush hoovering and then cleaning the low level parts of the carriages or the sleighs that are on display.**

**The Carriage Museum objects have been being audited and condition assessed for the past 18 months to establish their current condition. Every year before opening the Carriages and the Museum are cleaned in line with museum conservation standards. However, this project will enable an additional clean, removing dust build up since the season opening clean.**

**The Museums undertakes Preventive Conservation to preserve its collections for future generations. This includes both objects on display and in the stores, across both the Maidstone Museum & Bentlif Art Gallery site (including the Queen’s Own Royal West Kent Regimental Museum) and the Tyrwhitt Drake Museum of Carriages site. This currently includes environmental monitoring, recording and identifying insect pest traps and preventive conservation cleaning.**

**We also undertake basic preventive conservation cleaning of artefacts for display, loan and research purposes. We do not have a remedial conservator on staff, so specialist remedial conservation is outsourced, not undertaken by museum staff or volunteers.**

**Working in the Carriage Museum galleries to assist in the cleaning and brush hoovering of low level sleighs and carriages**

**There is public parking in pay and display car parks behind the carriage museum, opposite the archbishop’s palace. There is no visitor or volunteer parking unfortunately.**

**10.30 arrival (Museum staff to unlock early, museum usually open to the pubic 12-4)**

**10.30 – 11.30 – tour and orientation of the museum, risk assessments and carriage cleaning technique training**

**11.30 – 13.00 – cleaning Mayor’s Carriage**

**13.00 - 14.00 – lunch break (no food or drink allowed in the museum)**

**14.00 – 15.00 – cleaning vehicles upstairs (inside of open sleighs, carts etc which are easily accessible**

**Please dress appropriately in clothes you do not mind getting dirty**

**Collections Officer, Rebecca Arnott will be working with you on the day**

**Option 5**

**Venue : Kent Music, Turkey Court Turkey Mill, Ashford Rd, Maidstone, ME14 5PP,** [**01622 691212**](javascript:void(0))

**Annual summer school set up**

**Kent Music annual summer school starts the following day and so the 13th is a set up day with not much to see but lots to set up. Kent Music could give a presentation about the School and in particular the summer school.**

**Option 6**

**Venue : Turner Contemporary, Rendezvous, Margate CT9 1HG, 01843 233019**

**Nikki Hildersley**

**10-11am A tour of Seeing Round Corners with our navigator – This will be a personal guided session and he will not only learn about the artworks in this exhibition but we can show him how we work with children and schools to inspire their curiosity and learning.**

**At 12pm we have a school coming in to do a workshop from 12-1.30pm. He could join this session and volunteer with our Turner Contemporary navigators to help the children make circular sculptures. After the session he could help the navs clear up and then he’d be free for the afternoon.**

**Option 7**

**Venue: The Beaney House of Art and Knowledge (Learning Lab), 18 High Street, Canterbury CT1 2RA.**

**Contact for the day Manda Gifford. Phone: 01227 475211. Nearest parking is in Pound Lane pay and display car park. Postcode for this is CT1 2BZ**

**Richard Collins**

**Clive Emson**

**Opportunity available for 2 Ambassadors**

**Our Museums on Prescription sessions in the afternoon of that day from 1.45 to 3.45 (suggest we meet at 1.15) and we would be delighted if the Ambassadors could attend that instead, and see (and participate in!) another of our current projects.**

**We are in the second year of working with the Museums on Prescription programme which offers free weekly sessions for people over 65 affected by loneliness or isolation. The Beaney provides use of the galleries, the Learning Lab and creates themed groups of inspiring objects from its collections which participants are encouraged to handle.**

**Museums on Prescription are part of an important national research project being carried out by University College London and Canterbury Christ Church University to explore the value of museum programmes for older people. One of the outcomes has been that the Beaney Director, Joanna Jones, has given evidence to a Parliamentary All-Party Working Group on the subject.**

**Option 8**

**Venue: Gulbenkian Theatre, Canterbury, Kent CT2 7NB, 01227 769075**

**#ChangeKent through routes to entry into creative careers**

**Opportunity available for 4 Ambassadors**

**Time: 10am to 12.30pm**

**Activity: Join the Gulbenkian technical team as they set up for Canterbury Primary School’s show in the Gulbenkian Theatre. Try your hand at sound and lighting, which could involve setting microphone levels, rigging and focussing lights and some stage work, under the watchful eye of the young performers! Black comfortable clothing would be ideal. Gulbenkian puts on around 1000 events a year, each requiring technical support from the highly skilled team, who also support young people in gaining technical experience through Gulbenkian’s Tech31 and Tech(y)31 programmes.**

**Option 9**

**Venue: Gulbenkian Theatre, Canterbury, Kent CT2 7NB, 01227 769075**

**Contact for the day Alison Chambers**

**There is pay and display parking behind the theatre.**

**#ChangeKent through investing in the arts**

**Opportunity available for up to 6 Ambassadors**

**Time: 10am to 12.30pm**

**Activity: This activity will be led by the Head of Marketing and Programme Manager to explore new and creative ways of building mutually beneficial partnerships and gaining support from the business community of Kent, particularly around bOing! Family Festival**