

Culture Consortium - Consultant Brief

What is needed?

The Sheffield Culture Consortium is seeking an experienced consultant to undertake a summary review of its purpose, expected outcomes, relationship to and within the Sheffield Culture Strategy, and its future membership structure.

Skills and Experience

The facilitator must be familiar with the cultural sector, strategy development for cultural networks in the UK, able to assess and recommend working models and be skilled at devising and delivering facilitated conversations leading to recommendations for future structures and purpose.

Context

Sheffield has recently launched its [Cultural Strategy](#), a co-created document that is the result of extensive consultation and sectoral mapping in the city. This is the first Culture Strategy for Sheffield in over ten years.

The Strategy proposes a 'hub and spoke' model to deliver the strategy, the design of which is currently not fully defined. It is envisaged that the central Hub will take overall responsibility for co-ordinating delivery of the strategy and monitoring progress. The Hub will convene and connect to several Spokes. These groups could be existing networks, Task and Finish groups, or other partners, from the Culture Consortium to the Culture Collective, Festivals Network or sector

As a possible 'spoke' or 'sub hub' delivery partner, the Culture Consortium is reviewing its structure and purpose.

Since its inception in 2012 the consortium has successfully:

- bid for funds for city-wide projects such as [Mausoleum of the Giants](#)
- advised on and advocated for sectoral policy, to local authority and national funding partners
- shared best practice examples and ideas
- acted as a 'safe space' for cultural leaders to discuss shared and organizational issues and challenges

Consortium Structure

The Consortium is currently constituted as a private limited company, which enables it to raise funds, deliver projects, and distribute grants.

However the group's purpose has changed over time and the process for membership has changed – at point of origin, the consortium brought together leaders of Sheffield based NPO cultural building-based CEOs, and representatives from Sheffield universities.

Over time the group membership has widened to improve inclusion, and to ensure a wealth of experience and knowledge from different cultural leaders around the city. However membership is still decided on an ad-hoc basis and by invitation.

Minutes of monthly meetings are published at <https://www.sheffieldculture.co.uk/> which is currently administrated by Sheffield City Council culture team. Current issues with web access mean that the meeting minutes have not been updated since January 2024.

Membership

Current co-Chairs:

Olivier Tsemo (SADACCA) & Annabel Grundy (Sheffield DocFest)

Members

Roger Bateman (Sheffield Hallam University), Tom Bird (Sheffield Theatres), Amy Cooper (SYCIF), Sonia Gale (African Heritage Cultural Forum), Salli Greaves (Showroom Workstation), Kirstie Hamilton (Sheffield Museums), Judith Harry (Site Gallery), Mojisola Kareem-Elufowoju (Utopia Theatre), Georgina Kettlewell (Yorkshire Artspace), Katie Matthews (Gut Level), Daljinder Singh (Theatre Deli), Jo Towler (Music in the Round), Lesley Webster (University of Sheffield), Rose Wilcox (The Leadmill)

Meetings are also attended, and administrated by, representatives from Sheffield City Council culture team.

Co-Chairs of the Consortium take seats on The Culture Collective Steering Board, recent Task and Finish Group for the development of the Culture Strategy, and attend monthly Arts Council Northern Cultural Network meetings.

Members bring their sectoral networks and experience, reporting back on policy issues and opportunities to the group. The group also regularly invites other practitioners and local cultural partners to present or discuss topics.

Scope of the work

Preparation & deliverables

The successful candidate will be required to review the existing materials outlined below, develop a structure for facilitated conversation on 28 February, and present a recommendation to the group for its future structure.

- Review existing communications and assets: <https://www.sheffieldculture.co.uk/>
- Review Sheffield Culture strategy available [here](#) and Sheffield City Goals available at <https://sheffieldcitygoals.uk/>
- Review questionnaire responses from current consortium members (to be provided by the Consortium)
- Review Sheffield Race Equality Commission recommendations available at <https://www.sheffield.gov.uk/your-city-council/race-equality-commission>
- Undertake a SWOT analysis of the Consortium's current structure
- Devise, structure and deliver a facilitated session/s with consortium members to consider purpose, perception, structure and functions of the Consortium
- Deliver an options appraisal of potential structures and written recommendations for the group to adopt

Note: there is potential scope to extend the work done in this brief to develop a broader project around organization development or partnership with South Yorkshire Innovation Partnership, subject to eligibility and the outcomes of delivering the work entailed in this brief

Timeline

11 December 2024	Brief shared and open for applications
10 January	Deadline for applications
13-20 January	Review & interviews
24 January	Consultant confirmed
27 January - 14 Feb	1 day preparation & planning
28 Feb	1 day facilitation (28 Feb Culture Consortium meeting)
1 -24 March	2 days preparing report, recommendation, revisions
31st March	Final delivery

Fee

£450 - £500 (inclusive of VAT) per day based on experience, comprising:

- Up to four days for preparation, scoping, facilitation and recommendation
- Up to one additional day contingency
- Travel allowance up to £250 for expenses agreed in advance

Total: £2,250 - £2,750

To apply

Please email a cv and covering note to Jo.Wingate@sheffield.gov.uk with the subject line *Culture Consortium Consultant* by 5pm on Friday 10 January

Applications will be reviewed by the consortium co-chairs, members of Sheffield City Council culture team, and two members of the consortium.

Closing date Friday 10 January 2025, 5pm

Successful consultant to be notified by 24 January 2025

Questions?

If you have questions about the brief or would like to speak with someone before applying, please contact co-Chairs Annabel Grundy and Oliver Tsemo at annabelcgrundy@gmail.com / olivier.tsemo@sadacca.co.uk