

**Agenda Item No. 6 (f)**

**DERBYSHIRE COUNTY COUNCIL**

**CABINET**

**11 January 2018**

**Report of the Strategic Director for Children's Services**

**Music Education Hub Grant 2017- 2020  
(Young People)**

**1. Purpose of Report**

To inform Cabinet of Derby & Derbyshire Music Partnership's role in administering the Music Education Hub grant to encourage collaborations between key local and regional music organisations in order to deliver high quality music education provision in and out of Derbyshire and Derby City schools.

- To seek authority for the Derby & Derbyshire Music Partnership to devolve funds of up to £25,000 per approved delivery partner organisation in order that each may fulfil its role in the local delivery of the National Plan for Music Education.
- To propose that an earmarked reserve be approved to hold the management account surpluses of the Derby & Derbyshire Music Partnership

**2. Information & Analysis/Context**

Music Education Hubs are groups of organisations working together to create joined-up music education provision, responsive to local need and fulfil objectives set out in the National Plan for Music Education (NPME):

- A. Ensure that every child aged 5-18 has the opportunity to learn a musical instrument (other than voice) through whole-class ensemble teaching programmes for ideally a year (but for a minimum of a term) of weekly tuition on the same instrument;
- B. Provide opportunities to play in ensembles and to perform from an early stage;

- C. Ensure that clear progression routes are available and affordable to all young people;
- D. Develop a singing strategy to ensure that every pupil sings regularly and that choirs and other vocal ensembles are available in the area
- E. Offer professional development to school staff, particularly in supporting schools to deliver music in the curriculum;
- F. Provide an instrument loan service, with discounts or free provision for those on low incomes;
- G. Provide access to large scale and/or high quality music experiences for pupils, working with professional musicians and/or venues.

The Hubs are co-ordinated by a Hub 'lead organisation', this being Derby & Derbyshire Music Partnership which also takes responsibility for the finances and governance of the Hub. Delivery Partners are the organisations involved in the frontline delivery of the NPME.

The total amount of Hub funding across the country from the Department for Education, via fund-holders Arts Council England, in 2017/18 is £75m. The Derby/Derbyshire allocation is £1.400m (see Appendix 1 Spending Plan). Indications are that the 2018/19 and 2019/20 allocations will be similar to the 2017/18 allocation.

## **Funding Proposals**

Having led the Derbyshire Music Education Hub since 2012, our recognised delivery partner organisations are now working collaboratively. Various application processes and decision-making criteria are well-established:

- Seven area music centres serve the various geographical areas across the city and county (working with approximately 1,600 pupils every week in term-time) contributing to the delivery of NPME objectives B, F and G. Each music centre is self-governing, has charitable status and enters into an annual Service Level Agreement relative to the grant for up to £25,000 per organisation.
- A formal proposal process has been established and is widely used by delivery partner organisations or individuals requesting funding contributions from £100 to £3,500 to support one-off initiatives. All proposals are scrutinised at Music Partnership Leadership Group (consisting of Children's Services officers) meetings to ensure justification for the spending and any agreed financial support is released on submission of project evaluation and pupil engagement data.
- The Derbyshire Music Education Hub website [www.derbyshiremusichub.org.uk](http://www.derbyshiremusichub.org.uk) provides an ongoing platform for potential

delivery partner organisations to contribute to the local delivery of the NPME by detailing their track record in providing music education activities, particularly in relation to diversity of activity and/or working with specific vulnerable groups. Each organisation's delivery is observed by members of the Music Partnership Quality Assurance Working Group. In addition to the area music centres, current approved Delivery Partner Organisations include Donut Creative Arts Studio, Fleet Arts, High Peak Community Arts, Sinfonia Viva, The Hallé Orchestra and Carrot Productions. Grants of up to £20,000 per organisation support this delivery partner work each year.

### **3. Financial Considerations**

Arts Council England request quarterly management accounts detailing grant spending, from which an annual retrospective report can be created for Cabinet in order to provide updates on funding allocation and outcomes.

Point 2.3 of our Arts Council funding agreement states– “If the activities delivered funded by the grant result in additional income being generated, Derbyshire County Council will identify these funds and retain them within the restricted fund under the description ‘Arts Council Funding’ in its accounts to use for Music Education Hub purposes only”.

### **4. Legal Considerations**

Derbyshire Music Education Hub is governed by a Music Panel, which includes Elected Member representation. Terms of Reference for the Music Panel, the Hub structure and descriptions of other Leadership and Working Groups are in Appendices 2 to 4.

### **5. Social Value Considerations**

With reference to the Social Value Act 2012, benefits of the Derbyshire Music Education Hub approach include the commissioning and procurement of music services from delivery partner organisations and a largely self-employed workforce to provide additional curriculum opportunities for Derbyshire children and young people.

### **6. Other Considerations**

In preparing this report the relevance of the following factors has been considered: prevention of crime and disorder, equality and diversity, human resources, environmental, health, property, transport and social value considerations.

### **7. Key Decision**

No

### **8. Call-in**

Is it required that the Call-in period be waived in respect of the decisions being proposed within this report? No

## **9. Background Papers**

Contextual information is available by visiting [www.derbyshiremusichub.org.uk](http://www.derbyshiremusichub.org.uk) and/or [www.artscouncil.org.uk/music-education-hubs](http://www.artscouncil.org.uk/music-education-hubs)

## **10. Officer's Recommendation**

That Cabinet:

- i. note the work of the Derby & Derbyshire Music Partnership.
- ii. approve the Derbyshire & Derbyshire Music Partnership to devolve funds of up to £25,000 per approved delivery partner organisation in order that each may fulfil its role in the local delivery of the National Plan for Music Education.
- iii. approve the creation of an earmarked reserve to which account surpluses will be transferred from 2017/18 onwards.

**Jane Parfremment**  
**Strategic Director for Children's Services**

## Appendix 1

Derbyshire Music Hub Budget Plan 2017 - 2018		Financial year end date
		31.03.2018
Detail	Annual Budget	
<b>Income</b>		
ACE DfE Grant	1,400,135	
Earned /Generated Income	200,000	
Other Income	10,000	
<b>Total Income</b>	<b>1,610,135</b>	
<b>Expenditure</b>		
<b>Front Line Delivery</b>		
First Access/WCET	380,000	Based on actuals 2016/17
Progression and Ensembles	330,000	Based on actuals 2016/17 & agreed additional project proposals
Singing	60,000	'Based on actuals 2016/17
Continued Professional Development	180,000	Maintained
Instrument Loan Scheme	90,000	'Based on actuals 2016/17
Concerts/Performances	100,000	Maintained
Other Special Projects	150,982	For piloting new delivery, enrichment activities or one-off professional collaborations.
<b>Total Front Line Delivery</b>	<b>1,290,982</b>	
<b>Back Office Costs</b>		
Music Service and Hub Management	303,653	Including database & recharges for DCC overheads
<b>Overheads</b>		
Stationery	3,500	
Transport/Travel	12,000	
<b>Total Back Office Costs</b>	<b>319,153</b>	
<b>Total Expenditure</b>	<b>1,610,135</b>	
<b>Operating Surplus/(Deficit)</b>	<b>-0</b>	

## Appendix 2

### Derbyshire Music Education Hub Governance

Derby & Derbyshire Music Partnership will continue to lead on music education in the two local authority areas, as it has since 1999.

The Music Partnership is an integral part of the Children's Services directorate of Derbyshire County Council. The Music Partnership's work is a key element in Derbyshire's teaching and learning strategy, Journey to Excellence. School link advisers therefore share a secure understanding of our work and are able to promote the opportunities we offer in schools. The Music Partnership is led by a School Improvement Adviser reporting to a Music Panel.

Revised Terms of Reference for the **Music Panel** (see Appendix 2) identify how the two LA councils and the two school improvement services will work together to deliver the NPME. The Music Panel is responsible for being 'representative of and understand the priorities of the region and its people, and respond to their views and interests'.

**The Music Partnership Leadership Group** continues to take responsibility for the strategic development of the Music Partnership. Their new working relationship with Reference Groups and Delivery Partners enables them to extend their vision to encompass the monitoring of access, inclusion and participation of all Music Education Hub activities. Their work is driven by analysis of audits and need and their job descriptions of developing music provision, both in and out of school, in their own geographical area. This group meets five or six times each term and comprises:

- The School Improvement Adviser
- The Curriculum Consultant
- The 4 Area Leaders of Music Development

From January 2013, an 'Extended' Leadership Group was formed to include Strategic Delivery Partners and our Bridge Organisation, The Mighty Creatives, in order to more fully support and reflect the needs of the Music Education Hub community (see Hub Structure, Appendix 3)

**The DMEH 'Extended' Leadership Group** meets on the second Wednesday of each new term (three times each year) and members are responsible for:

- Representing their organisation
- Ensuring a consistent message when communicating about the role and function of the Derbyshire Music Education Hub
- Raising awareness of music practice in the community and the work of other agencies in order to support the coordination of activity
- Encouraging and contributing to the analysis of young people's music needs in and out of school
- Brokering and partnering with new projects to meet the needs of disadvantaged young people
- Developing a wide network of delivery partners

#### Working Groups

Working groups have the task of overseeing specific DMEH activities. They will report, review and develop the Hub offer. Current Working Groups are as follows:

### **The Quality Assurance Working Group**

This team of experienced educators exists to deliver quality assurance in all aspects of the DMEH's work with children and young people. All delivery is observed by a member of this team who provide quality written and verbal feedback. The group meets twice each year (September and March) to standardise judgments and determine appropriate CPD provision. This group comprises:

- The Leadership Group
- A former Head of primary school
- A former F.E. lecturer/Subject Leader for Music and BTEC examiner
- A former School Improvement Adviser/current Music Centre Trustee
- An instrumental teacher and wider opportunities deliverer
- (six members of this team also carry extensive experience in the non-formal sector, having worked with teenage pop, rock, hip hop and grunge musicians, including GCSE, A level and BTEC assessment and moderation)

### **The Curriculum Development Working Group**

This team exists to respond to new initiatives and Ofsted findings, and to develop resource materials for re-energising schemes of work. The group meets at least once each term and comprises:

- The Music Partnership Curriculum Consultant
- A Music Partnership Area Leader
- Six secondary school Heads of Music

### **The Wider Opportunities/WCET Working Group**

This group reviews progress with initiative rollout, recommends future developments and ensures that provision and professional development supports identified need. The group meets each half term and comprises:

- The Curriculum Consultant
- A Music Task Manager
- A wider opportunities deliverer
- A Music Support Practitioner
- A primary school class teacher/head teacher

### **The Music Centres' Working Group**

This team share good practice regarding encouraging progression pathways through ensemble provision, share successful administrative and communication strategies, and discuss areas for future development in centre activity. This group meets once each year (February) and comprises:

- Chairs or vice-chairs of all Music Centre Trusts
- Music Centre Co-ordinators (or administrators)
- Music Partnership Area Leaders
- Pupil Reps

### **The Singing Strategy Team**

This team has responsibility for developing all aspects of the Derby and Derbyshire Singing Strategy. The group meets each term and comprises:

- The Music Partnership Vocal Leader
- The Music Partnership Curriculum Consultant
- 3 Singing Support Team members
- A Musical Gems (EYFS) deliverer
- A primary school head teacher

**Reference Groups**

Reference Groups are drawn together whenever possible to aid provision development. They consist of like-minded professionals or volunteers who share ideas and from whom opinion can be sought.



## **APPENDIX 3**

### **Terms of Reference of the Derby and Derbyshire Music Panel**

#### **Introduction**

The County and City Councils have entered into a Statement of Understanding demonstrating commitment to each other to work together as a partnership, to promote all aspects of the work of the Derby & Derbyshire Music Partnership and the Derbyshire Music Education Hub.

The Statement refers to the Music Panel (Panel) which provides a strategic overview, including financial monitoring, of the work of Derby & Derbyshire Music Partnership and the Derbyshire Music Education Hub.

#### **Overall Aim**

The Derbyshire Music Education Hub's overall aim is to work together in partnership to help protect, maintain and enhance musical education in Derby and Derbyshire. The Panel's overall aim is to take strategic responsibility for ensuring implementation of the Music Education Hub's Business Plan, to deliver the National Plan for Music Education (NMPE) locally and to ensure that funding requirements are complied with, in line with Arts Council Guidance.

#### **Membership**

13 Members:

Derbyshire County Councillors (3)

Derby City Council (2)

Derbyshire Head teacher Primary (1)

Derby City Head teacher Primary (1)

Derbyshire Head of Music Secondary (1)

Derby City Head of Music Secondary (1)

Delivery partner organiser representatives (2)

Derbyshire County Council Officer (1)

Derby City Council Officer (1)

Councils may nominate such of their Elected Members as they, in their sole discretion, consider fit and shall be able to amend their nominations at any time. Any alternate will also be an Elected Member of the same Council as the primary Panel Member. Any Member of the Panel may appoint an alternate to act in their stead.

A Chair and Deputy Chair shall be nominated and selected from amongst the Elected Members. The Chair and Deputy Chair shall serve for a period of 1 year after which the nomination and election process shall be repeated.

Each Councillor shall be able to nominate any officers to attend Panel meetings as advisors and/or observers as they, in their sole discretion, consider fit.

The schools and delivery partner representatives shall serve for a period of 2 years after which the nomination and election process shall be repeated.

### **Decision-making Arrangements**

The principles of adding value and mutuality underpin the work of the Panel. The Panel's decisions will be based on the principles of consensus and consultation. Where it is not possible for a decision to be made unanimously a vote shall occur. In the event of a vote, this will be decided upon a show of hands and by a majority of Panel members present.

Panel meetings shall require fifty per cent of Panel Members to be present in order to form a quorum.

In taking its decisions, the Panel will, at all times, conduct its business openly and transparently. It will make rational decisions, based upon the principles of consultation, consensus and sustainability.

### **Panel Meetings**

The Panel shall provide strategic advice and guidance to the participating Councils and to the Derby & Derbyshire Music Partnership and the Music Education Hub, maintaining an oversight of the budget and monitoring performance targets and progress.

### **Financial Monitoring Framework**

A key role of the Panel is to ensure the strategic and effective use of available resources. To this end, Derbyshire County Council financial teams will prepare a budget for the year of funding and management accounts in advance of each Panel meeting (at least quarterly) with, if appropriate, accompanying variance notes.

### **Nature and Frequency of Panel Meetings**

The Panel shall nominally meet quarterly but shall meet more often as required by Music Education Hub progress. Either participating Council shall be entitled to call a Panel meeting to discuss urgent matters upon providing notice of at least 7 working days.

### **Administration and Support to the Panel**

An officer or officers from the County Council shall act as minute taker to the Panel.

Panel meetings shall be hosted in such places and at such times as Panel members agree is most convenient to the majority of Panel members. At least one meeting each year will be held in Derby City. Agendas and supporting documents will be issued at least one working week before the meeting. Minutes will be produced and circulated within ten working days of a Panel meeting. The minutes will be public documents and will be posted on the County Council's web site or otherwise as deemed appropriate by the Panel.

### **Accountability**

The Panel will at all times seek to ensure that it is representative of and understands the priorities of the region and its people and is responding to their views and interests. The Panel will be fully informed of outcomes of Working Group meetings (see Music Education Hub Structure) via quarterly Progress Reports and any observers or visitors able to offer information on specific issues may be invited to contribute to meetings as appropriate and if agreed in advance. Panel meetings will not be public meetings.

March 2014

## APPENDIX 4      Derbyshire Music Education Hub Structure

Lead Partner: Derbyshire City & County Music Partnership

