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Agenda Item No: 3

**DERBYSHIRE COUNTY COUNCIL**  
**CABINET MEMBER FOR YOUNG PEOPLE**

**4 August 2020**

**Executive Director for Children's Services**

**MUSIC EDUCATION HUB GRANT 2020-21**

**1. Purpose of Report**

To inform the Cabinet Member of the 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 £30,000 per approved delivery partner organisation in order that each may fulfil its role in the local delivery of the National Plan for Music Education as mandated in the grant terms administered by the Arts Council England.

**2. Information and Analysis**

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) which are to:

- 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.

Since their formation in 2012, Music Education Hubs have been co-ordinated by a Hub 'lead organisation'; locally this being the Derby & Derbyshire Music Partnership, which also takes responsibility for the finances and governance of the Hub. Delivery Partners are the organisations also 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 2020/21 is £79m. The Derby/Derbyshire allocation is £1.4m (see Appendix I Budget Plan). Derbyshire Music Education Hub's delivery partner organisations are established and working collaboratively. Various application processes and decision-making criteria are also well-established:

- Seven area music centres serve the various geographical areas across the city and county (working with approximately 1,500 pupils every week in normal term-time) contributing to the delivery of NPME objectives B, C, D 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 £20,000 per organisation.
- In addition to the area music centres, current Delivery Partner Organisations include Fleet Arts, High Peak Community Arts, DCAS, Chesterfield Studios, Charanga, Folk 3D, Pure Steel, Tribal Vibes, Sinfonia Viva, The Hallé Orchestra and Carrot Productions. Grants from £1,000 to £30,000 per organisation support this delivery partner work each year.

- 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 meetings (consisting of Children’s Services officers) to ensure justification for the spending and any agreed financial support is released on submission of project evaluation and pupil engagement data.
- Each organisation’s delivery is observed by members of the Music Partnership Quality Assurance Working Group.
- The Council provides grants to external organisations and Cabinet Members can approve individual grants up to £100,000.
- The payments will be made through the Council’s SAP/Orderpoint providing an efficient and auditable process.

### **3. Financial Considerations**

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

### **4. Legal and Human Rights 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 II to IV.

### **5. Human Resources Considerations**

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. Equality of Opportunity Considerations**

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.

## **7. Other Considerations**

In preparing this report the relevance of the following factors has been considered:- legal and human rights, equality of opportunity, health, environmental, transport, property, crime and disorder and social value considerations.

## **8. Background Papers**

More information is available by visiting:

<https://derbyshiremusicclub.org.uk/home.aspx> and/or  
<https://www.artscouncil.org.uk/music-education/music-education-hubs>

## **9. Key Decision?**

No

## **10. Is it necessary to waive the call-in period?**

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

## **11. Executive Director's Recommendation**

That the Cabinet Member for Young People:

- i. note the work of the Derby & Derbyshire Music Partnership.
- ii. approve the Derbyshire & Derbyshire Music Partnership to devolve funds of up to £30,000 per approved delivery partner organisation in order that each may continue to fulfil its role in the local delivery of the National Plan for Music Education.

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

# Appendix I

Financial year end  
date

Derbyshire Music Hub  
Budget Plan 2020 - 2021

31.03.2021

Detail		Quarter 1 apr-jun 20	Quarter 2 jul-sept 20	Quarter 3 oct - dec 20	Quarter 4 jan-mar 21	Total Year	Grant % exps
<b>Income</b>							
<b>ACE DfE Grant</b>		<b>354,743</b>	<b>354,743</b>	<b>354,743</b>	<b>354,743</b>	<b>1,418,970</b>	
Earned /Generated Income		25,000	55,000	70,000	50,000	200,000	
Other Income		2,500	2,500	2,500	2,500	10,000	
<b>Total Income</b>		<b>382,243</b>	<b>412,243</b>	<b>427,243</b>	<b>407,243</b>	<b>1,628,970</b>	
<b>Expenditure</b>							
<b>Front Line Delivery</b>							
First Access/WCET		90,000	70,000	190,000	30,000	380,000	
Progression and Ensembles		55,000	105,000	40,000	120,000	320,000	
Singing		20,000	20,000	25,000	25,000	90,000	
Continued Professional Development		38,000	37,000	45,000	40,000	160,000	
Instrument Loan Scheme		16,000	24,000	18,000	62,000	120,000	
Concerts/Performances		8,000	18,000	60,000	14,000	100,000	
Other Special Projects		17,000	30,000	36,000	20,634	103,634	
<b>Total Front Line Delivery</b>		<b>244,000</b>	<b>304,000</b>	<b>414,000</b>	<b>311,634</b>	<b>1,273,634</b>	<b>89.76%</b>
<b>Back Office Costs</b>							
Music Service and Hub Management	Including recharges for DCC overheads & Business Serv staff	84,959	84,959	84,959	84,959	339,836	
<b>Overheads</b>							
Stationery		875	875	875	875	3,500	
Transport/Travel		3,000	3,000	3,000	3,000	12,000	
<b>Total Back Office Costs</b>		<b>88,834</b>	<b>88,834</b>	<b>88,834</b>	<b>88,834</b>	<b>355,336</b>	<b>10.24%</b>
<b>Total Expenditure</b>		<b>332,834</b>	<b>392,834</b>	<b>502,834</b>	<b>400,468</b>	<b>1,628,970</b>	<b>100.00%</b>

## **APPENDIX II                      Working and Reference Groups**

Various **Working Groups** have the task of overseeing specific DMEH activities. They 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 secondary school Head of Music
- 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 support 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/headteacher

### **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 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 Headteacher

### **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. This includes a Youth Voice Team.

## **APPENDIX III                      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 Headteacher Primary (1)

Derby City Headteacher Primary (1)

Head of Music Secondary (1)

Youth Voice (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 shall be nominated and selected from amongst the membership. The 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 year 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 2020



## APPENDIX IV Derbyshire Music Education Hub Governance

Lead Partner: Derby & Derbyshire Music Partnership

