



**Post:**

Music Hub Lead: Gateshead and South Tyneside Music Education Hub (GSTMEH)  
and  
Service Manager: Gateshead Schools' Music Service

**Information for Applicants**

Before making an application, we invite you to take some time to read this pack which contains information about the hub, the Gateshead Schools' Music Service and educationGateshead. In particular, we urge you to read the annual feedback letter (Dec 2017).

The individual we appoint inherits a stable organisation with great potential. You will be working alongside colleagues in South Tyneside and within educationGateshead (the Learning and Schools Service of Gateshead Council).

We are looking for an experienced, committed and determined individual with strong communication skills, who is capable aligning and developing all available and potential human and organisational resources for the benefit of young people. In particular, we are seeking a person who understands schools and can develop a sustainable, inclusive and high quality offer for the benefit of all young people.

We are advertising this as a permanent post as we expect the incumbent to lead the hub through the changes to the new National Plan for Music Education and new funding relationship with Arts Council England, which will apply from April 2018.



## **Gateshead and South Tyneside Music Education Hub**

### **Structure**

GSTMEH was formed in 2012 by the alignment of two existing music services. Gateshead Council:

- Is the accountable body for the contract with Arts Council England (ACE)
- Appoints and manages the hub lead
- Holds a partnership agreement with South Tyneside for music education delivery (music services in Gateshead and South Tyneside are the two main delivery partners in schools)
- Manages the relationship with South Tyneside Council through a Music Lead in that area
- Hosts and manages its own school music service (Gateshead Schools' Music Service – GSMS), which is located in educationGateshead at the Dryden Centre and is part of the Learning and Schools Directorate

### **Leadership and Governance**

Leadership and Governance were described as strong in the last Annual Feedback letter. The Governing body meets three times a year and comprises 21 members drawn from all stakeholders and partners. Mr. David Mitchell, previously Director of Learning and Schools in Gateshead, who holds a music degree and a keen amateur musician, has been chair since the start of the hub. The hub is managed through an executive group comprising five Governors including the hub lead. This group meets at least half termly and when required to agree and drive forward the work of the hub. At Governing Body meetings we encourage lively and informed discussion. Members bring their unique music education perspectives to discussion and inform the design of the work of the hub.

### **Risk Rating**

The hub is currently regarded as low risk by ACE (the best category).

### **Partnership Working and the relationship with Sage Gateshead**

Over the last three years, partnership working has increased in strength and impact. We work with a wide range of local, regional and national partners to enhance the quality of the music offer accessible to young people. Of particular significance is the relationship with Sage Gateshead.

Sage Gateshead enhances our work in a variety of ways:

- Strategic cultural partner working with all the NE hubs to showcase young people's music in partnership with the six northern music hubs
- Partner for music workforce development
- Inclusion partner working on projects of national significance through CoMusica
  - Open School Orchestras
  - AMIE (Alliance for Musically Inclusive England)
- Prestigious performance venue for young people which is able to house large scale high quality music performances (Youth Music, Big Sings, Gala Performances)

Hub Managers and LA leads meet with Sage senior managers at least termly to plan common activities. Recently a comprehensive MoU has been concluded with all the hubs.

**Staffing**

Across the hub there are in excess of fourteen council employed' full time equivalent music teachers/tutors working in schools (twelve in Gateshead and two in South Tyneside). This staffing is spread across well over thirty individuals many of who work part time. Freelance musicians also deliver a significant amount of work in schools especially in South Tyneside.

**Relationship with other Hubs**

In the northern region there are eight Local Authorities (LA) and six music education hubs. Each if the hubs is embedded within an LA. Hub managers meet at least half termly under the auspices of Music Mark. LAs collaborate bilaterally and as a whole group to enhance outcomes from young people.

**Schools**

Developing and retaining a strong relationship with local schools is a crucial dimension of our work

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The Music Service and Hub are located within educationGateshead. The organisation was formed in 2011 as a response to the changing relationship between schools and Local Authorities. It comprises elements of the Education Support Services and Raising Achievement Service, which existed in Gateshead prior to that point. It is located at the Dryden Centre in Low Fell, Gateshead.

The message from Steve Horne from the website <http://educationgateshead.org> explains our rationale and purpose.

## Welcome

I hope you find our website informative and a starting point which encourages you to see us as a key partner in your work in Education.

We work with the educational community locally, regionally and country-wide to deliver high quality and high impact education improvement services. Although the education landscape continues to change, we aim to be a point of stability, quality and innovation.

We aim always to listen carefully to the needs of schools. Our motivation in all that we do is the achievement of the children and young people we work for and with.

Please feel free to contact us to begin the conversation. Remember that we are much stronger when we work together and educationGateshead is there for you at the heart of our learning community.

**Steve Horne – Service Director**

## GATESEHEAD SCHOOLS' MUSIC SERVICE

The following webpage is extracted from the Service booklet that explains our offer to schools: <http://educationgateshead.org/schools-music/>. The music service comprises the manager, three development officers/assistant managers and (secondary, primary and special) and an administrator. 60% of available funding is traded income earned through a Service Level Agreement with schools.

### Music Service

#### Background

Over 90% of all Gateshead schools subscribe to our services. Gateshead Schools' Music Service helps schools to provide high quality music experiences for young people. These include the opportunity to sing, play musical instruments and contribute to outstanding choral and ensemble performances.

#### Service features

- We enhance Curriculum Music through a range of high quality additional inputs including imaginative first access programmes in primary schools, a requirement of the National Plan for Music Education.
- We provide individual and small group instrumental tuition leading to progression through graded instrumental exams. We also produce bespoke inputs such as our innovative workshop, singing and early years' programmes.
- Free instrument hire is included as part of your contract
- All employees are DBS checked and cleared and performance managed

#### Benefits of using our service

- We work with a wide range of external partners including The Sage Gateshead and the local Music Education Hub
- Our service is enhanced through its strong links to School Improvement and other Education Support and Curriculum Services within the Local Authority
- Children and young people in service provision have automatic access to borough-wide ensembles
- We provide regular updates about service activity and can ring us at any time
- We are always happy to discuss your emerging needs and provide you with a quote



"We have brilliant team of instrumental tutors, who go above and beyond the call of duty each year to prepare our annual school concert."

Mr Matthew Thompson  
Head of School, Oakfield Junior School



"GSMS provides an excellent week-by-week service, supporting ensembles and choirs in school and culminating in outstanding performance opportunities for our students both in and out of school. This year our successes included a joint Christmas concert and "Late Show" performances and the Shipley Art Gallery".

Mr James Potter  
Director of Music and Performing Art, Cardinal Hume Catholic School

#### Key Account Manager

##### Henry Edwards

Manager and Hub Lead

0191 4338690

[henryedwards@gateshead.gov.uk](mailto:henryedwards@gateshead.gov.uk)

##### Barbara Murray

Administrator and contact for quotations

0191 4338685

[barbaramurray@gateshead.gov.uk](mailto:barbaramurray@gateshead.gov.uk)



#### CPD Opportunities

On the next page you can find the "Plan on a Page" document which provides an executive overview of the work of the Hub and Service.



# Music Service and Music Hub (Version = 1st Sept 2018)

## Music Service/Hub in numbers

All data is the latest available validated data. Data includes all schools including academies and Emmanuel College. Hub Data includes South Tyneside figures which can be disaggregated on request. Data will be updated in January 2019 once the validated data for the delivery year 2017-18 is available.

### RISK: HUB

Current risk rating of Hub as assessed by Arts Council England relationship manager (Dec 2017)

Minor risk (best category)

Source: ACE feedback letter for delivery year 2016-17 (Dec 2017)

### INCOME: GATESHEAD

SLA income commitments from schools

SCHOOL SLA	2017-18	2018-19
PRIMARY	£211,856	£208,958
SECONDARY	£90,556	£98,710
SPECIAL	£26,821	£23,589
<b>ALL</b>	<b>£329,233</b>	<b>£331,257</b>

Source: Value of contracts achieved at start of FY

### SCHOOL DELIVERY - GATESHEAD

Number of Gateshead schools with GSMS delivery in FY 2017-18 compared to FY2018-19

SCHOOL DELIVERY	2017-18	2018-19
PRIMARY	51/68	51/68
SECONDARY	5/8	5/8
SPECIAL	6/6	6/6
<b>ALL</b>	<b>62/82</b>	<b>62/82</b>

Source: SLA information

### PROGRESSION FROM WHOLE CLASS TUITION IN PRIMARY: HUB

Number of young people who progressed into individual and small group provision from whole class provision the previous year

		15/16	16/17	Diff
<b>STARTED WCET</b>	Total number of pupils who received WCET in the previous academic year (Column 1: 2014-15, Column 2: 2015-16)	4471	7693	+72%
<b>CONTINUED THE NEXT YEAR</b>	Total number who continued to learn to play a musical instrument in 2016/17 after they received WCET in the previous academic year (Column 1: 2015/16, Column 2 2016/17)	456	723	+59%
<b>Progression Rate</b>	Continued/started as a percentage	10%	9%	-1%

### NUMBER OF YOUNG PEOPLE IN GATESHEAD RECEIVING INSTRUMENTAL LESSONS DELIVERED BY SERVICE

Awaiting latest data

# Music Service and Music Hub (Version = 1st Sept 2018)

**The focus and purpose of our work: excellent music education for all children and young people in Gateshead**

The schools' music service is part of a wider hub partnership working to deliver the National Plan for Music Education.

In Gateshead we work directly with schools to support and deliver:

- First access / Whole Class Ensemble Tuition (WCET) to Primary and Special schools in Gateshead
- Individual and Small Group (ISG) instrumental tuition for young people, on school premises and out of school
- Borough wide ensembles (ENS) in a variety of genres at different levels
- Singing opportunities (SI) and support for singing strategies in schools and across the borough
- Opportunities to experience and participate in large scale and high-quality music experiences
- CPD programmes for music staff in schools and the wider music workforce

We also work with schools to support their wider music curriculum through a School Music Education Plan (SMEP). We work with local, regional and national partners where it enhances the opportunities available to schools and young people.

## Our key priorities for 2018 -19 (agreed with Arts Council England)

1. Work to secure and sustain engagement with all schools
2. Improve continuation rates from first access so that they are nearer to the national average, and use this as a basis for further improving opportunities for young people to:
  - o Continue singing and/or playing a musical instrument in secondary school
  - o Play or sing in ensembles offered by the Music Service, schools themselves or other partners
3. Improve financial resilience through the following:
  - o Maintain and if possible increase levels of buy in from parents and schools
  - o Attract additional funding

**INCLUSION AND THE USE OF TECHNOLOGY TO SUPPORT MUSIC EDUCATION ARE CROSS CUTTING THEMES**

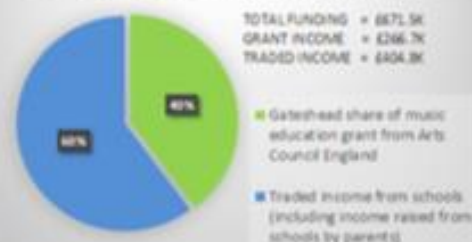
## Key successes of 2017-18

- Hub successfully negotiated a two-year contract with Arts Council England and remains in minor risk category
- Increased number of young people taking WCET and continuing into instrumental provision (see Priority 2) (but also see below re continuation rate)
- Level of traded income with schools maintained
- Management and development capacity strengthened through appointment of two Assistant Service Managers
- Expanded ensemble programme (Open School Orchestras, Drumming Programme, Rock Opportunities)
- Expanded programme of large scale events and performance opportunities (Spring Sing + Rock Night +Sage concourse performances + NE Hubs gala night +Tall Ships +Youth Music)
- Improved working with Sage and RNS around large scale events
- St Peter's Low Fell – NE KS2 choir in Youth Music Finalist

## Team Structure (from Sept 2018)

1. Hub/ Service Lead (2dpw)
2. Service Administrator (5dpw)
3. Assistant Manager (First Access/T&L/Primary)  
Assistant Manager (Service operations/Progression/Secondary)
4. Development Officer – SEND/Inclusion/Special Schools
- 12 FTE teachers spread across 30 individuals mostly on fractional contracts who have a variety of skills including
  - Classroom music teachers
  - Instrumental and singing specialists

Schools Music Service Funding 16/17



## Key risks or challenges over the next two to three years

- Manage succession and development of service structure and all staff as individuals (ageing service)
- Develop relationships with key partners (e.g. Sage, Arts Council, South Tyneside and neighbouring hubs)
- Maintain levels of traded income with schools and parents as budgets get tighter
- Manage changes to national music education funding from April 2020 – when there will be a new national plan

## Key contacts

**Henry Edwards:** Service Manager and Hub Lead  
[henryedwards@gateshead.gov.uk](mailto:henryedwards@gateshead.gov.uk) 433 8690  
**Barbara Murray:** Service Administrator  
[barbaramurray@gateshead.gov.uk](mailto:barbaramurray@gateshead.gov.uk) 433 8685  
 with  
**Judith Thompson:** Asst. Service Manager  
**David Blakey:** Asst. Service Manager  
**Lucie Davies:** Development Officer

## Main delivery locations

**Dryden Centre** Ensembles, concerts, networks, some individual lessons and CPD  
**School Premises** Curriculum support, instrumental lessons support for music clubs and bespoke CPD  
**Other locations** Performances and large-scale events

Henry Edwards  
Gateshead & South Tyneside Music Education Hub EducationGateshead  
Dryden Centre  
Evistone's Road Gateshead NE9 5UR  
7<sup>th</sup> December 2017

## **Annual feedback letter**

### **Gateshead & South Tyneside Music Education Hub: Assessment of progress in 2016/17**

Dear Henry,

I am writing to thank you formally for your commitment to working with Arts Council England to support the delivery of The National Plan for Music Education during 2016/17. We value our relationship with Gateshead & South Tyneside Music Education Hub, and the contribution you have made this year.

Our relationship is governed by our funding agreement, which sets out what you will deliver using funds from The Department for Education, which are administered by Arts Council, and other Hub income. We have been monitoring your progress throughout the year and have discussed your plans for the remainder of 2017/18 and beyond. We have pinpointed a number of your key strengths and areas for development using those discussions, in particular the progress meeting that took place in the summer, other information gathered throughout the year, and the data return you recently completed for us.

Our level of contact with you for the rest of 2017/18 is dependent on the current risk rating for your organisation and progress against the issues discussed during the progress meeting when we discussed future investment in Gateshead & South Tyneside Music Education Hub (GSTMEH).

## **Strengths**

GSTMEH continues to benefit from the exceptionally strong leadership you provide, supported by a strong Chair and Governing Body, with positive working relationships with partners and staff.

The Hub demonstrates strength in the delivery of its core roles, working with 94.5% of schools overall, as indicated in the annual survey. You also achieved a level of 59.3% of pupils engaging in Whole Class Ensemble Tuition, which is significantly higher than the national average of 49.6%. You are committed to ensuring the quality of the delivery of both core and extension roles and you have robust evaluation processes in place, as noted in your recent progress meeting feedback.

In 2016/17, you engaged in a collaboration with national partners, Sage Gateshead and Open Up Music, to develop a specific progression route for children and young people from SEND backgrounds. The wider aim of this partnership is to create a national orchestra and it is a real achievement for the Hub to be at the heart of this project's development, demonstrating further progress for the Hub in this area. It was a pleasure to attend the performance at Sage Gateshead by ensembles from Dryden School, Hill Top School and Bamburgh School.

The Hub has improved the alignment of its CPD offer for schools made available by Gateshead and South Tyneside local authorities respectively, and you have held a school music day for primary music co-ordinators which resulted in the development of a new 'twilight' training offer, fulfilling one of the Hub's extension roles.

## **Areas for development**

There are a couple of areas where the Hub has not performed in line with the national average in 2016/17, such as the number of schools supported by the SMEP – 66.9% against a national average of 77.6%, and in the number of pupils attending ensembles, with 0.7% against a national average of 4.5%. It is expected that the Hub will improve in these areas in 2018 – 20. Continuation still represents an area for development and this must be addressed. We require further detail on your plan to address this in the final version of your Business Plan for 18 -20, due in February 2018, relating to first access and individual/small group provision, to increase pupils' continuation.

As outlined in your progress meeting feedback, it is expected that the Hub will reflect Continuation rates which are more closely aligned to the national average. In terms of the number of pupils continuing, you increased from 456 pupils last year to 723 this year, which is encouraging, however, this represented a decrease in percentage terms, at 9%, against a national average of 29.3%, and down from 11% last year.



You have committed to ensuring more accurate and reliable data is collected from schools and this is expected to have a positive impact on the reported figures.

You have started work on a clear and robust fundraising strategy, which requires further development. However, the level of buy-back from schools via your SLA remains high and represents approximately 50% of the Hub's total income. Your developed fundraising strategy will need to incorporate how the recently resurrected Trust will enable further diversification of Hub funding from Trusts, Foundations and Donations, as part of the final version of your Business Plan.

### **Risk rating**

Your organisation is currently regarded as minor risk. Looking forward

In July 2017, we requested that your draft mandatory documents clearly demonstrate your approach to meeting the expectations of Hubs and address any ongoing issues raised in your progress meeting. Based on our review of your draft mandatory documents we can confirm we are happy to negotiate a two-year funding agreement with you to cover the period 1 April 2018 to 31 March 2020. I will be in touch by 22 December 2017 to discuss the detail of our feedback on your mandatory documents. I will remain your Relationship Manager for the remainder of 2017/18 and look forward to continuing to work with you.  
Yours sincerely,

**Kitty Porteous**  
**Relationship Manager**  
**Music Inc. Education Hubs**  
**Arts Council England**