



2019 Forum 3

11.30am Saturday 13th April 2019

Sir Thomas Rich's School, Gloucester

1. Present

SUMMARY: 28 attendees represented 14 bands

Executive Committee:

Mike James (Chair & Flowers); Robert Morgan (Vice Chair & Lydbrook)
Samantha Ford (Secretary & Webmaster); Kevin Ford (Contest Secretary & Lydney
Town/Training); Sharon Stratford (Treasurer & Parkend Silver); Roger Stratford
(Member & Forest of Dean Brass); Karin Lythell (GM Liaison & Flowers)

Band Representatives:

Dave Gandy (Chalford); Wendy Peek (Cheltenham Silver); Sally Carpenter
(Cheltenham Silver); Ian Hartnell (Cirencester); Margaret Boyles (City of Bristol); Pete
Boyles (City of Bristol); Malcolm Hannaford (Forest of Dean Brass); Trudy Hannaford
(Forest of Dean Brass); Steven Whittard (Forest of Dean Brass); Sally Joyce
(Frampton-on-Severn Silver); Andrea Reid (Gloucester Excelsior); Mark Lythaby
(Lydbrook); Jack Lythaby (Lydbrook); Kerry Ford (Lydney Town); Derinda Wildman
(Tewkesbury Town); Amanda Cross (Tewkesbury Town); Adrian Bodenham
(Thornbury); Bruce Davies (Wotton Silver)

Attendees:

Dave Jury (Dean Radio)
Victoria Burt (Gloucestershire County Council – speaker)
Louise Gardiner

2. Apologies

Committee:

Ian Ford (Trophy Officer, Nailsworth)

Bands:

Pillowell Silver; Stourport-on-Severn

No reply:

A W Drybrook; Bream Silver; Bristol East & Kingswood; Cinderford & Academy;
Monmouth Town; Phoenix Brass & Training; Ross-on-Wye Town & Improvers;
Swindon Pegasus; Winchcombe Concert Brass

3. Victoria Burt Talks About Child Performance Licensing - Highlights

- Victoria works for the Education and Inclusion service and believes in having a positive working relationship with local ensembles to ensure child performance licensing legislation is successful
- It is a legal requirement to seek a license, to avoid incurring a fine or imprisonment, or both
- The child performance licensing regulations are not new, and date back to the young person's performance act 1933
- Children classed as being compulsory school age are under 16 years, with the maximum being the last Friday in June the year the child is born (between June and September 1st, in year 11)
- All information Victoria provided in her talk can be accessed via the Gloucestershire County Council website, including necessary forms, policies, and guidance notes
- Some of the most important documents that include important information about child performance licensing are:
 1. Child Performance and Activities Licensing Legislation in England (published by the Department of Education)
 2. A Guide to Child Performance Licensing (contains real life examples)
 3. Examples of Best Practice
- Victoria welcomes any band representatives to give her a ring or arrange a personal meeting with her to ask questions or for clarification on the regulations outlined by the child performance licensing
- Gloucestershire County Council issue licenses for chaperones (£20)
 1. Series of checks for chaperone applicant (DBS, safe recruitment, etc.)
 2. Interview/training that checks the chaperone applicant understands their responsibilities and the expectations of them
 - Licensed chaperones can look after up to 12 children and their sole responsibility is safeguarding
 - DBS renewal is free as a volunteer when also licensed as a chaperone through Gloucestershire County Council; DBS renewals generally cost £5 if they are a volunteer
 - Alternatively, bands are advised to update their DBS checks every 3 years
 - Applicants can only become a licensed chaperone up to 3 months after they have received a new DBS check
- If chaperone/child performance license is refused by Gloucestershire County Council, they are legally required to provide feedback/reasons why the application was refused
- GCC can revoke and amend licenses; the amendments are useful for changes of venue location, date, time, etc.
- Some useful things to bear in mind are:
 - If you are performing at an event where you are NOT the organiser, you are not responsible for sorting out a child performance license but you need to know who they are and are legally required to check that the relevant license is in place
 - Some local authorities deal with the licensing regulations slightly differently, so please ring Victoria if you are unsure so that she can confirm in writing that there is agreement between the local authorities involved in providing the relevant performance license

- If the organiser does not know the relevant information, you may be required to pass on information about your children in order to complete the relevant child performance license for the event you are performing at
- Under GDPR, if information is legally required then parents must provide information; if it is not provided then their child cannot attend/perform at the event
- If rehearsals associated with the event are happening on the day of the event, these are covered under a BOPA license; make sure you declare on the BOPA form in this case that “rehearsals will take place at various venues before and during the event”
- BOPA license evidence has to be present on the day of the event and can be displayed/retained physically or electronically
- Records must be held for 6 months after the event, physically or electronically
- The 4 day rule allows 4 performances to be licence exempt in a rolling 6 month period
- Licences should be applied for at least 21 days before the event
- Questioning payment for children:
 1. Payment for performance – need license
 2. Payment for organisation (not specific to performance, i.e. people would pay to enter the event even if the performance in question did not take place) – does not count under license
 3. Payment given to the organisation for expenses (i.e. petrol) - does not count under licence
 4. Donations unrelated to the performance are ok but should not be located close to the entrance to the event as this could be interpreted as being an entry fee by attendees
- Filmed/broadcast/streaming of the event – need license
 1. If parents filmed performance and shared on their social media – not counted under license
 2. If children are being filmed and there is no direction to the children/they are going about their daily lives (i.e. rehearsal) – not counted under license
- NSPCC – children in performance; training course in safeguarding children in performance (£20)
- Licenced Premises:
 1. Counts even if the bar is shut.
 2. Check the area covered if outside e.g. fete
 3. Supermarket – Victoria to check as alcohol is sealed
- A Safeguarding Policy, risk assessment and designated Safeguarding lead should be in place for each band

Contacts

Victoria Burt – Victoria.burt@gloucestershire.gov.uk for any enquiries

Licences sent to - childemployment@gloucestershire.gov.uk

Forum 3 closed at 1.30pm.