

## Minutes: Arco Iris Special General Meeting, October 16 2013

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### 1. Attendance

Before commencing the meeting, it was confirmed that the band was quorate. A full record of attendance was not taken, but among those present were: Steph Clare, Chris Lambrou, Charlie Nurse, Hannah Jones, Asnat Doza, Laura Grimes, Anke Adams, Raphaella Serfaty, Anna Jones, Laura Brücker, Ian Gooden, Miguel Gonçales, Celine Giry, Brian Esson, Ahu Parry, Ian Parry, Margaret Ely, Stuart Bell, Dorota M, Josefina Moya, Jannette Hunter, Simon Adcock, Mark Jardine, Anna Grady, Hester Carter, Emily Cottingham, Charlotte Hill, Paul Cook, Tom Bennett, Nicholas Bailey, Steve Dosman, Nell Bailey and Ruth Horry.

### 2. Discussion

The Chair of the committee discussed the reason for assembling the band in a special general meeting. His notes are included below in blue:

## Discussion

This will cover an explanation of what the Band will be here to do, why the issue has arisen and why the Committee feels that these options are the only realistic ones to consider.

Firstly: Welcome, introduction, thanks, and apologies

We are here to confirm the band's preferred way forward with respect to Child Protection policies in the future.

## Why are we doing this?

The issue has arisen because:

1. Situation: An under-18 was allowed to attend an away event without a guardian
2. Committee began taking guidance from NSPCC and other similar groups
3. We were not protecting our under-18s. Scenarios of concern could include:
  - a. Under-18s exposed to unsuitable environments
  - b. We may not be prepared should an under-18s experience a medical emergency at an event (allergic reaction, pre-existing medical condition, etc)

- c. Allegations of wrongdoing against an adult member of the band
  - d. Health issues associated with practice (hearing, abrasion, etc)
  - e. Under-18's attitude toward an adult member is inappropriate
  - f. Worrying behavior between under-18s
  - g. Under-18s playing with us without the knowledge or consent of their guardians
4. We have a duty of care to our members, and to our young players to provide an appropriate level of protection
5. As an unincorporated association the liability should things go wrong falls on the members of the association (car insurance analogy - the band needs protection)

## The way it will work

1. The Committee have generated 3 possible paths that would fulfil the requirements without completely changing the band
2. We will explain the situation, allow a short Q&A (no more than 10 minutes), and then there will be an opportunity for people to make statements about how they feel the band should vote. The statements should constrain themselves to the relative merit of the options.
  - a. Prepared statements provided to the Chair have been limited to 200 words
  - b. Extemporised statements are limited to 90 seconds
3. At this point votes will be taken. As this is not a resolution in the conventional sense, but a choice which will be ratified by resolution at the AGM, then the Committee has chosen the following process:
  - a. Two votes will be taken; after the first vote the least popular option will be removed and on the second vote the option with the most votes will be accepted.
  - b. Votes by members and members' proxy votes will be accepted.
  - c. In the event of a tie for least popular on the first vote or a tie for the most popular on the second vote, then re-votes will be taken until the tie is broken.
  - d. For those whose membership has lapsed they will have been able to renew their membership on the night
  - e. A spoiled ballot is considered a vote of no-confidence in any of the options and will be taken into consideration if an outright majority is not achieved.
4. The outcome of the vote will drive what happens next, but a minor Constitution change is almost inevitable. The changes would be ratified at the November AGM, and it is this that would bring the policies into force. Policy changes will be drafted between now and then, and the details promulgated. Should it be found that an option is untenable, for example option 3 cannot be completed due to lack of volunteers or a legal situation that we had not foreseen, then we anticipate that we would revert to another option or rethink. This would require another SGM.

## The Details

Why are these options the only realistic ones?:

1. There are ways to ensure protection while minimising impact of day-to-day running of the

band, but most of these involve incorporating, hiring staff, and/or radically changing the basis for the band.

2. Once child protection is an issue then we must take the guidance from organisations like the NSPCC seriously
3. Similar groups have similar risks and requirements - we're not the only ones doing this. We have taken lots of guidance, but any policies we develop would have to be tailored to us. What we have come up with seems reasonable.

#	Option	Operational Changes Required	Potential Impact on Running of Band
1	Band becomes 18 years and over only	Vulnerable adults policy and low-key child protection and legal/illegal drugs policies.	<b>Low.</b> Low key policies to be developed and a named person with relatively light duties to be added to the Committee (likely extend an existing post).
		A named person responsible for the vulnerable adults policy.	
2	Band allows under-18s, but only in the presence of their legal guardian	Vulnerable adults policy, child protection policy, and a legal/illegal drugs policy.	<b>Medium.</b> More comprehensive policies to be developed, and a named person with heavier duties to be added to the Committee (May require a stand-alone post).
		A waiver signed by any under-18s' legal guardian(s).	
		A named person responsible for vulnerable adults and child protection who will require a DBS (Extended) check.	
		One-to-one child contact is prohibited, and a legal guardian is needed for all Arco activities.	
3	Band allows 13 to 17s at practice and at non-residential, non-alcohol serving venues without legal guardians. Otherwise legal guardians required for under-18s.	Vulnerable adults policy, child protection policy, and a legal/illegal drugs policy.	<b>Higher.</b> More comprehensive policies than Option 2, non-members may not practice or play.

		A waiver signed by any under-18s' legal guardian(s).	
		A named person responsible for vulnerable adults and child protection who has an Extended DBS check and special training*. A cascade of 'helpers' for the named person will need to be identified, and a member of the cascade will need to be present when 13-17s are present without their legal guardian.	
		One-to-one contact is prohibited, and a legal guardian is needed for all under-13s for all Arco activities.	
		A register of all players is needed, and one must be a member to practice and play with the band.	
		There will be some workload increases for Gig Managers associated with collecting medical information and monitoring of under-18s at gigs.	

\* - Arco would have to commit to disseminating advice/training to all members about how to respond either to allegations of abuse or to respond something we see that we are not happy with.

**What might the impact be to practice and the day-to-day nature of the band?**

Option 1:

The main visible impact here will, obviously, be the lack of any under-18s in the band, it will also require a certain amount of administration associated with vulnerable adults policies and associated with ensuring players are 18-or-over;

however the other less visible changes will include: cutting off a source of new talent and new leaders, restricting our core mandate by restricting who can play, and by removing some of the free-and-easy 'feel' that the band has enjoyed up until this point.

On the other hand we would retain a lot of the freedoms we currently enjoy (E.g. easy gig

management/leading, and easy rolling membership and acceptance of any adult to play or join the band).

#### Option 2:

This option will allow minors to play with us, but as their guardians must always be present it will likely resolve itself into largely younger players only getting involved when their parents are already planning on attending.

Also the impact on the running of the band will not be small. There will need to be a number of significant policies put in place and post(s) will need to be generated to allow the option to work.

It may prove difficult in the time ahead to ensure that all the policies are being met with resource being volunteered by the Committee, Leaders and Gig Managers.

Also to consider is that it may prove to be a large effort for a relatively small benefit if it turns out few under-18s end up playing with us.

#### Option 3:

Option 3 is the closest to what we used to have in terms of access for under-18s, but it represents the largest sea-change in terms of how the band will operate and what the character of the band becomes.

There will be forms to sign (*for everyone!*), serious Committee post(s) to fill, regular training to be carried out, monitoring of policies, and people will not be able to just show up and play.

The band will be a different beast.

Perhaps the most serious impact could be the difficulty in filling Committee post positions.

The Committee is staffed by volunteers; if the operation of the band becomes too onerous or if the liability forced upon Committee members is too high, then positions will simply not be filled. The band will only decline in conditions should this come to pass.

### 3. Statements

Statements from absent members were read by the band secretary or by another person chosen by the member submitting the statement. Following this, people in the room were given the chance to present their own point of view before a vote was taken.

The statements submitted to be read at the meeting were as follows in blue:

## Statements for the Arco Iris SGM - 16th October 2013 covering Child Protection Policies

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Chloee Bishop:

Please please pleaseeeeeee vote for us amazing people to be apart of this amazing band! Voting for us to be in the band would mean the world to us all especially me! Even though I haven't been in the band for years, I have had a really sense of warmth playing with the band! I always feel so proud and happy when I put on my Arco top and all the colourful hats and decorations!

I have made so many friends through Arco and have experienced places and activities that I would have never have done such as Norwich and Wells!

So I'm pleading to you all to please vote for the under 18's to be apart of Arco!!!! Thank you!

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Adam Griggs

Hello Arco, I suffer from social anxiety, and over the last year of playing Arco, I have also been getting help to try and make my social anxiety better, and over this time Arco has been one of the biggest factors in helping it get better and helping me be able to talk to and meet people without feeling as nervous and I feel like not being able to go to Arco and play with everybody may stop, or at least slow down this improvement. As well as this, Arco has given me the opportunity to expand my musical horizons and play a different type of music than what I normally play, and I feel like I wouldn't have this chance anywhere else if I was unable to come to Arco.

Arco has been a huge part of my life for the past year or so, so I really look forward to coming back, whether it be next week or when I turn 18.

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Chris Johnstone (To be read by Laura Grimes)

Samba has changed me and Arco was a bigger step up from the love I had at Sawston VC! I didn't really have an interest; my whole family had something that they were passionate about and I longed to find something I equally loved! Then I found samba!

Janet Macleod introduced me to Arco! She taught me samba at Sawston Village College and I ended up help leading the school band, but before that I had the amazing experience of being taught by Emma and Blake to play at the Cambridge big weekend and the Luton carnival! From then, I have learnt so much from all of you! So I thank you all!

My mum and family can't always come to gigs and especially practice! So I please ask of you to vote for Under 18's to be in the band without a legal guardian (Option 3)! Even though the band will change, having us there makes the band closer and more unique having the vast range of ages and culture! So what I'm trying to get across is that samba is everything to me! As well as all of the under 18s. We love samba and we are so gutted that it has come to this! So I please ask of you to vote for the under 18s to be in the band and allow my friends and I to continue our passion for samba!

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Janet Macleod

Taking care of young people is a real responsibility - a responsibility which Arco Iris will have to take very seriously if we decide formally to accept under 18's at practice and gigs. The issue is a real one - and now that it has been raised, we cannot wish it away or pretend that it doesn't have implications for us. The impact on the Band of implementing the necessary changes to adopt Option 3 would be enormous and I have decided - albeit with some regrets - that these changes are too high a price to pay. I do not wish the nature of the Band to change in this way; I do not want to add tedious bureaucracy to my membership nor to add the significant responsibility of Child Protection to the pleasure of an evening's music making or a Festival weekend. Organisations committed to Youth Work rightly have children's well-being as their central aim. Arco Iris is not such an organisation; it was set up with very different aims and aspirations and risks losing more than it would gain.

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## Christopher Thomas

My preferred option would be option 2 in the spirit of the community band and also to allow parents to educate their children with music. It would be such a shame if it was to happen that we segregated some age ranges because of lack of organisation and responsibility. In the same spirit why should we go with elderly people or with any type of disability. There are equally high risks. It is unfair to them all and against the spirit in which this band was created and that we all benefit from. Well if I need to cast a second vote there is not much choice then option 1 but would prefer that not to be the case.

### 4. Proxy votes

The following proxy votes were included in voting for the outcome of the meeting. Those marked as VOID were not taken into account:

	Name	Member?	First Vote	Second Vote	Statement	Comment
1	Nigel Neville	Y	3	1		
2	Kate Leslie	Y	3	2		
3	Ivan Pedersen	Y	1			
4	Stu Swift	N	1			Paid on the night
5	Chloee Bishop	Y	3			
6	Adam Griggs	Y	3	2		
7	Adam Jenkins	N	1			Paid on the night
8	Larissa Moore	Y	1			
9	Chris Johnstone	Y	3			Laura will read out
10	Alan Gill	Y	1			
11	Emma Hanid	N	1			Received after the deadline - VOID
12	Mark Jardine	N	1			Paid on the night
13	Christopher Thomas	Y	2			
14	Lilian Page	Y	1			
15	Fab Lambeau	Y	1			
16	Jo Russell	Y	1	2		
17	Janet Macleod	Y	1	2		
18	Jenny Essen	Y	1			Received after the deadline - VOID
19	Lorna Pedersen	N	1			Received after the deadline - VOID



## 5. Results of voting

Two votes were taken, and in both cases the majority of the band voted that policy option 1 should be implemented, i.e. that involvement in the activities of Arco Iris should only be available to persons over the age of 18. In the final vote, 74% of members present voted to make Arco Iris an over-18s-only band.