



BKFA Update

No 14 October 2010

TO ALL CLUBS: Please feel free to reproduce all or part of this update in your club's own newsletter. Following some useful feedback, I have placed an abridged version of this update at the end that will be more digestible!

If this newsletter needs to go directly to more people in your club, or if it needs to be directed elsewhere, please let Jerry Swift know.

Jerry Swift

Annual General Meeting

This year's Annual General Meeting (the Council Meeting) will be held on **Sunday 28th November at 1400 at The Hay Barn and Byre, Ploughley Lane, Bicester**. The postcode for this location is apparently misleading. Full details on the website.

All are welcome, whether members of a member organisation or not, but only Council Members may vote. If a Council Member is unable to attend, a proxy may be nominated to cast the votes on behalf of the member organisation. As set out in the constitution clubs are entitled to up to 3 votes depending on their size.

Items so far for the agenda:

- Welcome and apologies
- Minutes of the last AGM and matters arising
- Chairman's, Treasurer's and Secretary's reports
- To consider the amendments proposed at last year's Council meeting
- To consider the number of council members from member organisations based on their membership (and thus votes at Council)
- To consider membership fees and whether the present structure is sustainable
- Affiliations to other institutions and discussion of the benefits of Royal Aero Club membership
- Future competitions organised by BKFA
- Children and Vulnerable People Protection
- Review of risk assessment and accident reports
- Insurance report
- Conserving kite history – update from last year
- Kite Flying Hall of Fame – report on KSGB initiative
- Election of Committee
- Any other business
- Date of next AGM

The formal Agenda and supporting papers will be sent separately by email. There will be no hard copy mail out to save cost. The papers will also be made available on the website.

Chairman's comments

A very warm welcome to both Essex Kite Group and Kent Kite Fliers. Both groups with a long and illustrious pedigree in British kite flying we are delighted they have joined the BKFA.

It is good to see clubs coming forward to join the BKFA. Smaller clubs in particular always struggle with the administrative tasks and can make good use of the support the BKFA can provide for the backroom activities. It allows them to concentrate on the kite flying activities they all came together for in the first place.

*Keith Griffiths
Chairman*

Insurance update

BKFA's insurance policy is now live and is currently covering 124 club members from five member organisations. The committee decided at a recent meeting that BKFA will not offer access to the policy except through member clubs and a number of people have been referred back to the nearest club to where they live. Full details of the policy are on the website.

Provided their club is happy to manage it this way (as MKF and NEKF have been), we will accept cheques direct but only the basis that it is sanctioned by their club.

The policy covers an individual flyer at any time in the UK and Europe for 3rd party risks including member to member cover. The basic fee of £10.50 covers all standard single line and sport kites whilst an extension is available for power kiters. Teddy parachuting and KAPing are also covered. The cover extends to club officers if they take up the policy.

It is not a requirement that everyone in a club takes up the policy but for administrative ease we would request that, so far as possible, we end up with one renewal from all members of a club. The policy will now run continuously with BKFA making an annual return to Tennyson's to balance the account.

Website

The website is now being updated, albeit not as quickly as we would all wish. For all volunteers, other commitments get in the way and the BKFA website is no different. Our thanks to Jon Caton for the efforts he has made on it and in particular to Peter Bindon who continues to provide technical support and provide links to the tools and the site.

Jerry Swift and John Dobson are trying between them to make progress on the site and the long winter nights should help.

In particular, do watch out for the updates from CCPR – they provide much useful background information and we try to include it where possible.

Rougham Competition

Unfortunately no takers for this year's competition at Rougham. We will be considering the question of future competitions at the AGM.

News and views

Fairly quiet on the CAA front. We continue to request answers to outstanding questions and there have been further revision to the Air Navigation Order.

Child Protection

From the CCPR website

Compliance News Alert: Vetting and Barring Scheme registration halted

Wednesday 16 June 2010

The ISA registration stage of the Vetting and Barring Scheme has been halted to allow the new Government to conduct a remodelling of the scheme.

Theresa May, Home Secretary states 'the Government has made clear its intention to bring the criminal records and vetting and barring regimes back to common sense levels. Until this remodelling has taken place, we have decided to maintain those aspects of the new Scheme which are already in place, but not to introduce further elements'.

NOTE: No one can register with the Independent Safeguarding Authority until further notice from the Government.

What parts of the scheme remain in place?

- You are still legally obliged to refer information to ISA if you have removed an individual from 'regulated activity' because they have harmed or there is a risk of harm to a member of a vulnerable group.
- You must not knowingly employ a barred person in regulated activity.
- The two new barred lists will continue to be administered by ISA and can be checked through an enhanced CRB disclosure (existing CRB requirements and eligibility criteria will remain).

What will still change?

- A new 'CRB Application form' will be launched on 26 July 2010 (you can start to use the new form from 28 June 2010 however there will be sections relating to ISA that will no longer be mandatory parts of the form).
- CRB will not process any applications made on the current form (Disclosure Application Form - DAF) if they are received after 20 July 2010. (They recommend all applications on current forms are posted by 16 July 2010).

What should you do?

- Ensure you and your members understand your current responsibilities under the Vetting and Barring Scheme:
 - understand what 'regulated activity' is;
 - understand who is a 'regulated activity provider';
 - understand the duty to refer a person to ISA;
 - ensure you are clear who is responsible for making referrals in your organisation.
- Train yourself and your members on filling in the new CRB Application form (if you wish to continue asking for CRB disclosures).
- Wait for further updates on the scope of the review and if/when people need to register.

Through CCPR, BKFA can offer CRB checks if members require them. If further advice becomes available we will pass it on.

Some further advice on the subject through Heritage Link. It refers to the heritage sector but would, we feel, apply equally to kite clubs working with vulnerable groups as it draws a clear distinction between training and knowledge sharing.

With regards to working with children and / or vulnerable adults in the heritage sector, the Department for Children, Schools and Families (DCSF) has advised that it considers there to be a difference between 'teaching' and 'knowledge sharing'. 'Teaching' children means formal education leading to a consequence if the teaching is not carried out properly, whereas 'knowledge sharing' means sharing knowledge with children with no consequences if the child does not take the knowledge on board. For example, if a child visits a heritage site, there are no consequences for the site Guide if the child doesn't learn anything as the Guide is not responsible for teaching the child. What this means in general practice is that each employer has a wide discretion to decide whether their employee is 'teaching' or 'knowledge sharing'. Application of this across organisations will vary according to individual circumstances, but generally speaking few employees at heritage sites will fall into the 'teaching' category.

Data Protection

From CCPR

Compliance Alert – Data Protection

With effect from 6 April 2010 the Information Commissioner's Office (ICO) acquired new powers and a new penalty regime exposing employers to a possible maximum fine of £500,000 for a serious breach of the Data Protection Act.

In sport, where the focus is on operational delivery there is a risk in terms of Data Protection of non-compliance with the Principles of the Act and with the Act itself in favour of getting 'jobs' done. Any organisation that collects personal data about identifiable individuals such as coaches, officials, players and supporters, should review its policies and procedures to ensure it is fully compliant with the Act.

CCPR have provided full guidance on the changes and best practice. These will be placed on the BKFA website.

BKFA only maintains name and address details for mailing purposes to kite clubs across the country. Where we find the data to be inaccurate it is removed. We do not provide data to anyone else except following authority to do so. This includes seeking specific authority for any links on our website. If you find anything inaccurate or you want an entry changed or removed, please contact us. BKFA is not required to register with the Information Commissioner.

Abridged version

BKFA membership has been swelled by the addition of Kent Kite Fliers and Essex Kite Group. Commenting, Keith Griffiths, Chairman of BKFA said "it is a real pleasure to welcome both groups to the BKFA, particularly as they have such a long and illustrious history. Essex can trace their history back to 1976 when a number of kiters at an Old Warden meeting of the original BKFA got together to form a local group."

This year's BKFA Council Meeting (the AGM) will be at The Hay Barn and Byre, Ploughley Lane, in Bicester, Oxfordshire on Sunday 28th November at 1400. Everyone is welcome to attend but only Council Members or their proxies may vote.

BKFA insurance is now fully up and running. So far 124 fliers from six member organisations have taken up the policy. BKFA will only make the policy available through member organisations.

Child Protection legislation has only been partially implemented following a Coalition Government decision to review the legislation with a view to making the measures more proportionate. Further details are on the BKFA website.

There has been a change in the powers available to the Information Commissioner in relation to the Data Protection Act. BKFA itself is not required to register (there is a very easy on-line [self assessment](#) on the Information Commissions website to make this clear) but clubs may wish to check for themselves.

The BKFA website is being updated and in addition to items such as the Council Meeting minutes, future agenda, supporting papers and Committee Minutes, the site includes useful background material from CCPR and other sources.

Jerry Swift
October 2010