

The UniBrass Foundation

Bye Law 1

UniBrass Contest Rules

Date of bye law (last amended): 18/08/2024

This bye law may be altered according to UniBrass Foundation Bye Law 2 (9).

In this bye law, unless otherwise expressly stated, words and phrases used shall have the same meaning as defined in the Constitution. As defined therein;

“University” refers to any Higher Education establishment in the UK.

In these rules, unless otherwise expressly stated, “the Organisers” will be used to mean the UniBrass Organising Committee, the trustees of the UniBrass Foundation, or any other individuals appointed by them.

“Current” or “enrolled” student shall include any individual who would have been enrolled as a student on the date of the contest, but have left their studies during the current academic year.

1. Entries to UniBrass shall be limited to university brass bands. Applications from non-UK Higher Education establishments will be considered on a case-by-case basis, but in general priority will be granted to UK Universities.
 - 1.1. The organisers aspire to have at least one brass band at every University. To help achieve this aspiration, mergers can be requested and will be considered on a case-by-case basis by the organisers.
 - 1.1.1. The name of the competing band must represent all universities that are merged. If no suitable name is offered by the band, the organisers reserve the right to impose an appropriate name.
 - 1.1.2. Mergers last for one contest. The granting of a merger for a previous contest does not guarantee that a similar merger will be granted again.
 - 1.1.3. Where a merged band would be made up of participants from more than two universities, the named universities submitted as part of the merger should normally be the universities contributing the largest number of participants in the merged band.
 - 1.1.4. When considering the granting of a merger, the organisers aim to increase participation in University brass bands over the long-term, whilst attempting to ensure the contest stays as fair as possible for all entrants.
 - 1.1.5. Universities that can participate without a merger (noting that bands smaller than a standard brass band are often able to effectively compete) are expected to do so. As such, information on player availability at Universities may be required as part of the merger request.
 - 1.1.6. When a group of Universities know they wish to request a merger, they should contact the organisers immediately and do so. Universities should not wait for the organisers to ask if any mergers are being requested. If the

organisers have given ample opportunity to request a merger, which has not been acted upon by a University, the merger request may be immediately rejected.

- 1.2.** Requests to enter multiple bands from a single university can be made and will be considered on a case-by-case basis by the organisers. Each competing band must have a unique name which represents its university.
- 1.3.** As there are logistical challenges associated with large bands, universities with a high number of players (around 50 or more) should consider whether entering multiple bands is more appropriate.
- 2.** The entry fee for each band will be set by the organisers and must be paid by a date prescribed by the organisers to ensure entry to the contest.
- 3.** Bands may have an unlimited number of current students (see point 5) from the university(ies) that the band represents. In addition, bands may have:
 - 3.1.** Up to 3 current students from one other university to the competing university(ies), who count towards the total number of current students in the band,
 - 3.2.** Staff and/or alumni of up to three years from the university(ies) that the band represents, up to the number set out below:
 - 3.2.1.** if there are 18 or fewer current students in the band, up to 7 total staff and/or alumni are allowed in addition,
 - 3.2.2.** if there are 19 to 28 current students in the band, up to 5 total staff and/or alumni are allowed in addition,
 - 3.2.3.** If there are 29 or more current students in the band, up to 3 total staff and/or alumni are allowed in addition.
 - 3.3.** Up to 3 borrowed players that do not have to meet the criteria above.
 - 3.4.** Only current students may play featured items. A featured item is any piece of music where the main aspect of the music is a solo/feature from that player. If there is any uncertainty about what a featured item is, bands should discuss this with the organisers.
 - 3.5.** Only current students may sit on principal seats. Bands may request that staff and/or alumni forming part of the band as part of the above rule may sit on principal seats. This will be at the discretion of the organisers. Principal seats are defined as: Principal Cornet, Flugel Horn, Solo Horn, 1st Trombone, and 1st Euphonium.
 - 3.6.** Conductors are considered separately from the above rules. Student conductors eligible for the prize set out below must be a current student at any university.
 - 3.7.** If more than 3 players from another university wish to join a particular band as current students, a request for a merger must be made.
 - 3.8.** If two bands enter from a single university, then the two bands must be substantially different in terms of player and/or instrument composition. No one may sit on more than one principal seat.
 - 3.9.** Minor exemptions/exceptions to the above points may be allowed in exceptional situations at the discretion of the organisers if it would increase current student engagement in the contest. It should be considered whether these exemptions/exceptions are communicated to the adjudicators to ensure they do not influence the results of the band.

- 3.10.** The additional players listed above should not be used to avoid requesting a merger (point 1.1).
- 4.** All players must show identification to enable them to compete. For example, appropriately dated university student or staff Photo ID cards, graduation certificates and photo ID, or any other identification deemed suitable by the organisers.
 - 4.1.** Players unable to supply proof of status as a current student, staff or graduation within three years will count as a borrowed player.
- 5.** Whilst the organisers aim to allow an unlimited number of players per band, this is not always possible. Bands that are significantly larger than a standard brass band (25 brass players plus percussionists) should communicate this with the organisers as soon as possible for logistical considerations. In exceptional cases, the organisers may have to enforce a cap on the number of players to ensure that there is enough space for the performance.
- 6.** The contest is open to bands composed of standard brass band instruments (including trumpets). If any bands wish to use other instruments in their set, they must inform the organisers, who must give their permission for said instrument(s) to be used.
- 7.** The contest will be under open adjudication.
- 8.** The performance time limit for the event will be 20 minutes, from the commencement to the end of the set inclusive of anything the organisers believe the band wish to be adjudicated upon (e.g. spoken word, musical notes, video etc.)
 - 8.1.** There will be time penalties applied to each band's score that runs over time. The first minute over time will remain unaffected to allow for unexpected live performance issues. At the start of every 30 second period over time thereafter, 1 point will be deducted from the band's score (e.g. if a band runs 3 minutes and 20 seconds over time, 5 points will be deducted).
 - 8.2.** Typically any interaction between a UniBrass-provided compere and the audience will not be included in the time-limit, unless this interaction occurs during elements the organisers believe the band wish to be adjudicated upon. Competing bands may not directly influence the content of any interaction between the UniBrass-provided compere and audience.
- 9.** Scoring will be out of 150 (Split in the ratio 2:1, Musicality:Entertainment).
- 10.** The contest shall be split into two sections and the placings of bands shall be decided using a weighted average of 2:1 over the previous two years' results, favouring the most recent year.
 - 10.1.** Any band which moves to a different section shall be given the median result of that section for that year when calculating weighted averages in future years.
 - 10.2.** The UniBrass Foundation shall decide which section the new band will be placed in. This band shall be given the median result for that section for the previous year when calculating weighted averages in future years. A university presenting a new band will be treated as a new band.
 - 10.3.** Any band which has not competed in one of the years shall be given the mean placing between their last performance and the lowest placing of the previous year.
 - 10.4.** Any band which has not competed for two consecutive years shall be assigned a section as detailed in rule 10.2.
 - 10.5.** To decide which bands shall be moved between sections, the weighted average detailed above will be calculated. The final decision of how many bands move between sections rests with the organisers, who will aim to keep similar sized

sections. In general, the organisers will aim to move two bands between the Trophy and Shield sections each year.

- 11.** The draw will be made at least one month before the contest.
 - 11.1.** Any band may request an early or late draw. This must be communicated to the organisers at least seven days before the date of the draw. Whether this request is accepted is at the discretion of the organisers. Requests for a late draw from bands with significantly greater travel times than average will be considered on merit by the organisers. The host band cannot be drawn in the first two or last two bands.
- 12.** A list of percussion equipment to be provided by the contest will be supplied to bands well in advance of the contest. Bands who require additional percussion not on the list must request it no less than one month before the contest, but the organisers cannot promise that every request will be satisfied.
 - 12.1.** The cost of additional percussion provided by the contest may be charged to bands; the cost of any requested percussion will be communicated to the requesting band as soon as possible after the request is made, and prior to confirmation of the request.
 - 12.2.** Bands that wish to use their own percussion must inform the organisers well in advance of the contest, by a deadline set by the organisers.
- 13.** Bands may request additional technical equipment to embellish their performance, the performance should not be entirely dependent on these. Requests should be made when requested by the organisers. The organisers will aim to provide all equipment requested by this deadline, however, they cannot guarantee that all requests will be met.
 - 13.1.** The organisers reserve the right to pass on reasonable costs incurred by the provision of requested technical requirements to the competing bands if necessary. Both the feasibility and the cost of any requested technical equipment will be communicated to the requesting band as soon as possible, and prior to the confirmation of the request.
- 14.** Bands must provide copies (physical and/or digital) of the scores of the chosen entertainment programme for the adjudicators in the quantities requested by the organisers. Photocopies are allowed. These must be received by the contest no less than three weeks before the date of the contest. After this date the entertainment programme cannot be changed except in exceptional circumstances (as deemed by the organisers). Minor alterations to the scores within the given entertainment programme may be made after this date at the discretion of the organisers. If required, bands will provide any additional and/or replacement copies of the scores to the organisers.
- 15.** Prizes will be awarded within both sections for the following: Best Solo/Feature, Best March, Most Entertaining Band, Best Student Conductor, Best Percussion Section, and Most Innovative Programme, as well as for Overall 1st, 2nd, and 3rd place.
 - 15.1.** The award for Best Student Composition or Arrangement will be awarded across the contest as a whole.
 - 15.2.** The award for Best Student Composition or Arrangement may be split into a separate Best Student Composition prize and a Best Student Arrangement prize, at the discretion of the adjudicators and organisers, on the basis of the number of entries under each category.

- 15.3.** The award for Best Student Composition or Arrangement is open to all students enrolled at a university on the date of the contest, or who would have been enrolled as a student on the date of the contest, but have left their studies during the current academic year.
- 15.4.** The awards for Best Student Conductor are open to all students enrolled at any university or who would have been enrolled as a student on the date of the contest, but have left their studies during the current academic year.
- 15.5.** In the case of a points tie for any other placings, musicality points will be taken over entertainment points (if the bands are still level then they shall be jointly placed). In the case of one of the bands receiving a time penalty, the original musicality points before the penalty will be used.
- 15.6.** The programme does not have to contain a solo/feature or march; bands that do not include these items will not be eligible for the corresponding prize.
- 16.** If any band is not ready to perform when requested, then the issue will be resolved at the discretion of the organisers.
- 17.** Inappropriate behaviour of bands or individuals will not be tolerated. Inappropriate behaviours include, but are not limited to: offensive language or props, discriminatory actions or statements, intimidation, harassment, failing to follow the instructions of the organisers, or providing knowingly false information to the organisers. The organisers will act to stop any such behaviour and prevent repeat offences. The actions may include, but are not limited to, banning individuals from one or more UniBrass events, disqualification of the band, or pursuing legal action against perpetrators. Disqualification of a band may mean that a band is prevented from attending other UniBrass events.
- 18.** Scores as assigned by the adjudicators are final. The application of all other rules is at the discretion of the organisers. The decision of the organisers is final.

Change History

Date	Issue Number	Changes
25/1/15	1.0	Adoption as bye law by the UniBrass Foundation trustees
11/10/15	1.1	
10/10/17	2.0	Rules surrounding 2 sections
15/7/18	2.1	Changes for 2019 contest
28/9/19	2.2	Changes for 2020 contest
20/10/19	2.2.1	Final approval of 2020 contest rules
10/10/21	3.0	Update to player, alumni, staff and deps numbers, and overall re-wordings
08/10/22	3.1	Addition of criteria for late draw, rule 3.8 and 8.2. Alterations to 11.1 and 14.
05/09/23	3.2	Minor changes for the 2024 contest. Alterations to 1.1, 9, 14 and 17.
10/01/2024	3.3	Clarification for students to include all students registered during that academic year
18/08/2024	3.4	Clarification on the way in which decisions on mergers are made by the organisers

		Clarification on the ability and process for bands to enter more than one band. Other minor changes for the 2025 contest,
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