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**MINUTES OF EVENT INDUSTRY FORUM DIRECTORS MEETING HELD ONLINE ON FRIDAY 21st JULY 2023**

**Present:**

Steve Heap

Alison Drummond

Mark Laurie

Jim Winship

Eric Stuart

Tupokigwe Mwaijumba

**Apologies:**

Carl Hagemann

**Welcome and Minutes of Last Meeting**

Steve Heap welcomed everyone and the meeting agreed that the Minutes of the

last meeting were accurate.

**Financial Report**

Financial reports are circulated monthly to the Board. No questions were raised about these.

**Research**

Following the last meeting, the Forum has discussed the possibility of collaborating with other organisations, such as LIVE, to undertake detailed research across the industry. However, as there was little interest in this, the meeting agreed not to pursue this further.

Eric Stuart said that he had been asked by the police how many outdoor festivals and musical events there were. Steve Heap agreed to ask Lance Publications if they had a figure and for support.

**Aims & Objectives**

Steve Heap asked if there were any further comments on the draft Aims & Objectives he had drafted for the Forum since Eric Stuart circulated his comments. As several directors had not looked at these it was agreed that Jim Winship would recirculate version including Eric’s suggested amendments and it was agreed that comments should be sent to Steve and Jim by 1st August.

It was further agreed that Jim Winship would remove the comments made by Eric regarding the process of reviewing Purple Guide chapters and that he would draft a separate document covering this for consideration by the Directors. This to include a structure designed to remove any bias from authors involved in supplying the industry.

**LGA Exhibition**

Alison Drummond and Eric Stuart reported that the EIF stand at the LGA Exhibition had been of limited value as the event was aimed at too high a level within local authorities. They felt that it might have had more value if the Forum had been able to speak at the event as well as have a stand.

The meeting agreed that generally the Forum should seek speaking slots at events and should consider carefully whether to exhibit in future. It was suggested that the Showman’s Show, Event Production Show and possibly the Emergency Services Show might be better targeted. Steve Heap said that he would draw up a list of potential events for further discussion at the next meeting.

**Primary Authority Proposal**

The meeting discussed the development of a Primary Authority agreement with Leicester City Council and their proposed fees. The meeting agreed unanimously that the Forum should go ahead and develop the Agreement but should seek to negotiate more competitive rates and should also carefully manage the time the authority spends reviewing material. Ideally, the Forum would ask the authority to look at specific chapters when issues arose relating to these.

**Medical Chapter**

Steve Heap reported that the Working Group for this chapter will be meeting on 1st August to discuss the various questions and concerned that have been raised about the new chapter.

**Fees for Authors**

The meeting agreed unanimously that the Forum should not start paying authors, either to write or review chapters.

**Purple Guide Subscriptions**

The Directors unanimously agreed that current subscriptions to the Purple Guide should remain unchanged until it is fully updated at which point consideration should be given to relaunching it and raising subscriptions to take account of inflation etc.

**Police Fee for Purple Guide Access**

The Directors unanimously agreed that the police should be treated in the same way as other organisations in terms of the subscription fees they pay. Eric Stuart to inform them of the charges.

**Copyright & Trademark**

Jim Winship informed the Directors of the discussions he had held with BRIFFA, a legal firm specialising in copyright issues. He said that they had informed him that the Forum was automatically covered globally for copyright as the publishers of a creative work. However, they suggested that this could be enhanced by trademarking the Purple Guide. However, the Directors agreed unanimously that the cost of doing this was far too high verses the potential benefits. Jim Winship to write and thank BRIFFA for their advice.

**Purple Guide Chapters**

Steve Heap reported that a working group had been formed to write a chapter on Volunteers.

Jim Winship said that he had the draft Licensing chapter and would aim to circulate this to Directors shortly.

Jim Winship reported that he had been approached by a group drafting guidance for vehicle rallies. The meeting agreed that they should be invited to draft this as a chapter for the Purple Guide.

Steve Heap asked if the Crime chapter should also include guidance on dealing with protests. Eric Stuart said that this was a complicated issue for event organisers and stewards etc to deal with as it involved human rights etc. He suggested that such incidents should be dealt with by the police. Eric agreed to write a paragraph to be added to the Crime chapter to this effect. *Since the meeting, Eric has taken a look at the chapter and realised there are a number of updates needed. He will begin work on these with immediate effect.*

**The Loop**

Steve Heap reported that The Loop, who recently received an EIF grant, had been told by the Home Office that they could no longer test drugs at events. Eric Stuart said that this ruling was being challenged. However, it was agreed that the work being done to train people in drug management was still valuable in terms of the grant.

**UKCMA Conference**

The Directors agreed to provide a £5000 grant to the UKCMA for the development of an event security conference. Alison Drummond suggested that it might be extended to a couple of days, particularly as there is likely to be a lot of interest from local authorities.

Jim Winship to write confirming the grant.

**Power of Events Grant**

The Directors agreed to provide a £10,000 grant to Power of Events to support the development of a pilot programme to deliver inspirational careers guidance, job insights and work experience to young people aged 11-19. The Forum to stress that this project should be aligned with the current work being done to develop and promote an Apprenticeship scheme across the industry.

**Date of Next Meeting**

The next meeting will take place on-llne at 10am on 22nd September 2023, followed by a full member meeting at 11am.