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**MINUTES OF EVENT INDUSTRY FORUM BOARD MEETING HELD ONLINE ON TUESDAY 24TH AUGUST 2021**

**In attendance**

Steve Heap

Susan Tanner

Paul Hooper

Carl Hagemann

Jim Winship

Mark Laurie

Eric Stuart

**Future Structure of EIF Ltd & The Events Industry Forum**

This meeting was called to review proposals for restructuring the organisation in order to enable it to function efficiently going forward. In advance of the meeting proposals had been circulated regarding a new structure. However, for this meeting the Directors were asked to focus on the key structural decision of whether EIF Ltd and the Forum should be merged into one organisation. After some discussion the merger of the two was agreed by the majority of Directors. Susan Tanner disagreed.

The meeting agreed that the next process should be for the Secretary to draw up draft Articles for the organisation and, in advance of that, agreed to circulate key questions for the Directors to consider. These would include the term a director could serve and the ring-fencing of funds.

It was further agreed that once the Directors had agreed the proposed Articles they would be presented to the full membership of the Forum as a recommendation from the Board. Susan Tanner asked for all the original comments from EIF members on the original draft proposals to be circulated to the Board.

**Key points raised in Discussions**

During the course of the discussions a number of suggestions were made to strengthen the positions of both EIF Ltd and the Purple Guide. These included:

* Registration of both the EIF & Purple Guide brand names and logos;
* That the Directors should take on more active roles in support of the Chair and Secretary;
* That the Board should consider ways of achieving greater recognition of the Purple Guide as being the aspirational standards all event organisers should strive to achieve, including possible international use;
* That the Board focus its resources on building the reputation of EIF and the Purple Guide brands, meeting its own administration costs and deferring the offer of industry grants, at least for the time being.
* That EIF should build stronger communications mechanisms to keep members better informed of its activities;
* That in presenting the new structure to the members, EIF should explain to the membership more clearly its origins, structure and objectives etc.

**Primary Authority**

Jim Winship and Steve Heap briefly informed the Board of discussions they were having with the LGA and BEIS with a view to trying to address some of the inconsistency issues involving local authorities. Jim reported that the HSE were in agreement with taking the Purple Guide down the Primary Authority route and he was exploring the viability of doing this with BEIS officials. At the same time, Steve reported that he was talking to the LGA about getting a round table meeting together with relevant organisations, such as the Institute of Licencing, to discuss the issues. Both said that they would report back to the Board on this as things evolved.

Paul Hooper asked that DEFRA be included in any meeting.

ANY OTHER BUSINESS

**Regulation Extensions**

Paul Hooper reported that he had been told that the COVID regulations are to be integrated into general Health & Safety regulations and that an amendment regarding this was being proposed to the Sports Ground regulations. Susan Tanner also reported that NOEA had heard of this.

**Excessive PHE Requirements**

Paul Hooper reported that a show involving 9,000 people in Cambridgeshire had been told by their local SAG that they had to have a plan for managing COVID passports. This had been insisted upon by PHE representatives on the SAG. However, when EIF approached DCMS on this they said they were not aware of any such requirement. It was suggested that the organisers should challenge this requirement.