**THE EVENTS INDUSTRY FORUM**

MINUTES OF MEETING HELD AT DERBY UNIVERSITY, ENTERPRISE CENTRE, DERBY

ON TUESDAY 3RD NOVEMBER 2015

Present:

Steve Heap (Chair) – Association of Festival Organisers

Jim Winship (Secretary) – the Event Service Association

Mark Bradshaw – Event Hire Association

Kripen Dhrona, Association for Conferences and Events

Lukasz Nalewaj – Emergency Planning College

Mark Harding – UK Crowd Management Association

Andy Grove – Local Authority Event Organisers Group

Andy Lenthall – Production Services Association

Susan Tanner – National Outdoor Event Association

Paul Hooper – Association of Show and Agricultural Associations

**Guests:**

Clare Lycett - Milton Keynes Council

David Lovell – Better Regulation Delivery Office

**Apologies:**

Sally-Anne Dodd – National Traction Engine Trust

Michael Hirst – Business Visits and Events Partnership

David Bilton – Independent Street Artists Network

Phil Mist, Hire Trade Alliance

Beverley Griffiths – Emergency Planning College

Paul Reed, Association of Independent Festival Organisers

Kendall Feaver, ISAN

Mark Hamilton,

**Minutes of Last Meeting**

These were approved by the meeting.

Membership Report

Jim Winship reported that the number of associations in membership had not changed.

**Financial Report**

Jim Winship reported that , after expenditure, there is currently a balance of £51,420.28 from sales of the Purple Guide. While funds are being retained to cover future costs, the Directors have agreed to make grants of up to £8000 from this and this may be extended to a greater amount with the agreement of the Directors. The Association also has £2405.40 in membership funds.

**Election of Officers**

Mark Harding suggested that the Forum should have a more formal procedure for the election of officers and he suggested the following process for the future:

1. Advance notice to be given of vacancy with a job description
2. Nominations to be invited from Members
3. Outcome to be assessed on a ‘first past the post’ basis managed by the Secretariat

This was agreed by the meeting.

**EIF Limited**

It was agreed that the above procedure should be adopted for the election of a fifth director for EIF Limited. Jim Winship to instigate the process.

**Purple Guide**

Jim Winship reported that the new Welfare Book, written by Penny Mellor and sponsored by EIF, has now been launched on the Purple Guide website.

Work has been done to develop an e-book version of the Purple Guide but there is an issue with protecting the guide without having to duplicate subscriptions. Using the i-tunes app system will cost the Forum around 30% of revenue and creates a problem in that to get the i-tunes version subscribers would have to pay twice.

Mark Bradshaw said that the Hire Association had experienced similar issues but had found a software approach to get round it and said that he would find out the details and pass them to the Forum.

Jim Winship reported that the Forum would shortly be inviting the chairs of all the working groups to review their chapters and as part of the commitment to maintain the Guide.

It was suggested that a chapter on selecting suitable caterers for events might be developed to give guidance to event organisers. Jim Winship to liaise with NCASS over this.

**Primary Authority**

David Lovell and Clare Lycett outlined to the meeting how the Purple Guide might be converted into Assured Advice through a Primary Authority agreement. After some discussion it was agreed that Jim Winship would put together a discussion document outlining how this might work for circulation to the full membership.

**PRS**

Steve Heap updated members on the Peforming Rights Society consultation to increase fees, including percentages from associated event factors such as catering and sponsorship. He said that the industry had lobbied strongly against these additional charges and was now awaiting the outcome of the consultation. The consultation period closed in September.

**Town/Seaside Regeneration Project**

Jim Winship reported that this project, which aims to put together the case for local authorities to support event programmes, now has the backing of both DCMS and the LGA among others. The intention is that it will kick off with a survery of attitudes amongst local authorities to events which the LGA has agreed to carry out in January.

It was suggested that contact should be made with ATCM (Association for Town and City Management) about the project.

**Business Rates and Events**

Steve Heap briefed the meeting on the Valuation Office move to target some event sites that are currently exempted from business rates (e.g. agricultural land) and to charge rates backdated them to 2010. With the support of Live Nation, the industry has been lobbying the Treasury about the damage this will do to some sectors of the event industry and it is hoped that some action may be taken by the Government in the Autumn Statement. At the same time, EIF is maintaining contact with the Valuation Office with a view to keeping the door open for discussions if the political lobbying fails. In addition to the Treasury, a number of MPs (including those involved in the new All Party Group) have been briefed on the issue along with DCMS.

The issue of rates may become more difficult in the future when local authorities are given more powers to raise rates locally and will be allowed to keep all the business rates they raise – currently they only keep a proportion.

**Sky Lanterns**

The meeting discussed whether a special guidance note on sky lanterns might be included in the Purple Guide. It was agreed that Susan Tanner would draft something which could be circulated for consultation. The EIF would then decide whether it was appropriate to include with the Purple Guide.

**Police Guidance**

Andy Grove said that new draft guidance on the role of police at events was undergoing final review following comments received through consultation, including a concern from ISAN regarding duplication of guidance. The intention is then to approach the police for their approval. Once it is completed, EIF to consider whether it is appropriate to be published alongside the Purple Guide.

Andy Grove asked members to let him have any police contacts they had who might be approached as part of the consultation.

**CDM Regulations**

There was a brief discussion around the implementation of the CDM regulations but no reports of particular issues to date.

**All Party Parliamentary Group**

Steve Heap reported that the new Group had now been formed under the chairmanship of James Heappey MP for Wells in Somerset. He said that the Group was happy with members approaching them with issues they wanted raised.

Steve Heap agreed to provide some guidance for members on how the Group operates.

**Myevent.vision**

Steve Heap reminded members about the funding available through Myevent.vision and it was agreed that the link should be recirculated with the minutes. It is as follows:

<http://myevent.vision/>

**Secondary Ticketing**

The meeting was reminded that the Government’s promised review into secondary ticketing is now underway and that there has been a call for evidence.

Details can be found at <https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/467466/1510010_Call_for_Evidence.pdf>

**Rural Broadband**

Paul Hooper reported that there were still issues with rural broadband but that some showgrounds are now installing their own wifi systems to get round the problems.

**Next Meeting**

It was agreed to accept an invitation from Paul Hooper for the next meeting to be held in Shepton Mallet. Since the meeting the date has been agreed as Wednesday 9th March 2016.