**THE EVENTS INDUSTRY FORUM**

MINUTES OF MEETING HELD AT NCASS, BIRMINGHAM

ON WEDNESDAY 15TH NOVEMBER 2016

Present:

Steve Heap (Chair), Association of Festival Organisers

Jim Winship (Secretary), the Event Service Association

Mark Harding, UK Crowd Management Association

Andy Grove, Local Authority Event Organisers Group

Andy Lenthall, Production Services Association

Susan Tanner, National Outdoor Event Association

Michael Hirst, Business Visits and Events Partnership

Emma Shaw, Operation Gothic, Met Police

Sean Whittle, Portable Sanitation Europe

Clive Owen, Portable Sanitation Europe

Bob Fox, National Catering Association

Alan Fox, National Catering Association

Sally-Ann Dodd, National Traction Engine Trust

Chris Atkins, Hire Association Europe

Carl Hagemann, IOSH

Guests:

Stuart Atkins, Charnwood Council (guest)

Apologies:

Paul Hooper – Association of Show and Agricultural Associations

Beverley Griffiths – Emergency Planning College

Teresa Moore, Centre for Crowd Management

Nigel Cox, Rugby Football Union

Carol Smith, Concert Promoters Association

Darren Hunt, Chief Fire Officers Association

**Minutes of Last Meeting**

These were approved by the meeting.

**Membership Report**

Jim Winship reported that 26 organisations are currently in membership of EIF.

**Purple Guide**

Updating: EIF is about to embark on another round of updates to the Guide and, in doing this, proposes to reform the working groups to check that everything is current. The aim is to get the updates completed before the next season. Carl Hagemann reported that the Amusement Chapter was already close to being updated.

Police Charging Chapter: Andy Grove said that a new chapter on police charging is close to being completed and should be available for inclusion by the time the updating is finished.

Lightening and Severe Weather Chapter: Andy Lenthall suggested that a chapter should be produced covering lightening and severe weather. This was agreed and he undertook to get this underway.

Mini Purple Guide: Jim Winship reported that he had completed a first draft over the summer but this needs further editing. Once this is done it will be circulated to the Working Groups for checking.

Terrorism: There was some discussion about including guidance on how to deal with terrorism within the Purple Guide. However, it was concluded that this might be better dealt with by signposting existing guidance within the security information.

Staff Welfare: The meeting agreed that Jim Winship should approach Penny Mellor to include guidance on staff welfare within the welfare guidelines.

Drones: It was suggested that guidance on the use of drones at events might be included in the Purple Guide. However, it was felt that this should be considered once the CAA issues general guidance.

Sales: The Forum currently has funds of £75,313.85 from sales of the Purple Guide.

Grants: The Directors of the Purple Guide holding company have agreed that some of the funding from sales should be spent on a research project to evaluate the contribution events make to local communities and to try to establish a common yardstick for measuring this value. Research companies will be approached to pitch for this project.

Michael Hirst said that research was already being done in this area by Visit Britain (Chris Hoy) and UK Music and it was agreed that EIF would liaise with these to avoid overlap. Consideration to also be given to linking into the same research consultancies being used, if this is appropriate. Jim Winship to draw up a brief for the project and make contact with UK Music and Visit Britain.

Marketing/sales: The meeting agreed that EIF should product a ‘button’ which members could put on their websites to sell the Purple Guide.

**How can the industry work better with local Authorities**

Stuart Adkins from Charnwood spoke to the members about work he was doing to co-ordinate a better approach to managing events within Leicestershire. One of the issues discussed was how to reach out to event organisers who often do not know they need to notifiy local authorities.

Jim Winship to explore whether a facility such as talktoreg.co.uk could be used to provide a link to local authorities for event organisers.

**PRS**

Steve Heap reported that, following extensive negotiations, an agreement had been reached with PRS over charges. This will be made public in two or three weeks time.

**Operation Gothic**

Emma Shaw reported that there had been a reduction in organized crime reported at events in the last year but that drugs were becoming an increasing problem, with several deaths reported.

The police are working with welfare services to try to stem the drug problems and plan to hold some briefing meetings for event organisers before the next season.

There is also increasing concern about violence against women at events and Jim Winship agreed to pass on contact details for the White Ribbon campaign ([www.whiteribboncampaign.co.uk](http://www.whiteribboncampaign.co.uk))

It was agreed that EIF should be sent copies of the bulletins issued by Operation Gothic which it would circulate to members in future.

Emma agreed to put EIF in contact with Operation Argus, which is focusing on terrorism.

**JESIP (Joint Emergency Services Interoperability Programme)**

Jim Winship reported that he had received an email from Beverley Griffiths saying that agreement had been reached to set up a event or crowd safety JESIP which would allow emergency services and organisers to share intelligence. It was agreed to ask Beverley to present this to the next meeting.

**Freedom of Information**

This was briefly discussed but deferred to the next meeting when a speaker might be invited on the subject.

**Business Rates**

This was briefly discussed. It is understood that event sites are likely to be rated in future but they cannot now be back-dated.

**Crown Jewels**

A note from Beverley Griffiths suggesting that the UK is not doing enough to promote its event credentials and was ‘giving away the crown jewels’ was briefly discussed. It was agreed that Beverley should address the next meeting on this.

**Wifi at Events**

The meeting briefly discussed this but felt there were a number of companies now offering this service. However, some concern was expressed about the quality of the services being offered and the meeting agreed that it would be helpful for EiF to include some guidance on what to look for from providers.

**Police Look-alikes**

Mark Harding reported that he had spoken to the SIA. However, they had effectively washed their hands of the issue saying that it was up to the police to deal with. Steve Heap agreed to write to the police expressing the concern of EIF members about security staff being mistaken for police officers.

**Cashless Festivals**

Bob Fox reported that a Code of Practice on Cashless Festivals had been drafted and agreed to circulate it to EIF members for comment. The aim is that this will be published through NCASS.

**Brexit**

There was some discussion over the implications of Brexit on the events industry, particularly in relation to the availability of labour in the future. Michael Hirst outlined the issues being raised via BVEP on this.

It was agreed that members should consider the implications and let Jim Winship have their thoughts before 1st February so that a report can be presented to the next meeting. The aim should be to produce a ‘manifesto’ to circulate to Government on the implications/opportunities for the event industry.

Michael Hirst pointed out that submissions to Government should be evidence based if they are to be taken seriously.

**BVEP (Business Visits & Events Partnership)**

Michael Hirst updated members on the work of the Partnership.

Event Industry Board: This is currently focusing on the exhibition and conference sector, with particular emphasis on bringing international events to the UK. The Department of Culture has made £300,000 in grants available for supporting business events plus a further up to a further £1 million for supporting new events coming to the UK.

The intention is to create a separate board for the outdoor event sector but no timetable has been set for this.

Training: BVEP is looking to bring all the training providers in the industry together to produce a directory to training facilities around the UK.

Collating Research: Work is being done to gather together research on the event sector and make it available through one website.

Staff Parties: BVEP is continuing to lobby for the Government to raise the tax free allowance for staff parties from £150 to £300.

All Party Parliamentary Group: Michael Hirst reported that this has taken on new life with James Heapey MP becoming chair. He has been out to a number of events and is a stalwart supporter of the industry. He has also been making the Brexit case for the event sector.

**Next Meeting –** The next meeting will take place at NCASS in Birmingham on Thursday, 16th March, 2017