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**MINUTES OF EVENT INDUSTRY FORUM BOARD MEETING HELD ONLINE ON FRISDAY 4TH FEBRUYARY 2022**

**In attendance**

Steve Heap

Susan Tanner

Paul Hooper

Carl Hagemann

Jim Winship

Mark Laurie

Eric Stuart

**Minutes of last meeting**

These were approved

**Matters Arising**

Steve Heap asked if the Secretariat had received any feedback about insurance apart from what he had sent. The answer was no. He said it appeared that there had been little take up of the Government insurance scheme but it was difficult to assess as DCMS refuses to say who has taken in up. Susan Tanner said that Ariel Summers at DCMS had confirmed that at least one outdoor event had taken up the insurance.

**Articles and Memorandum**

The meeting agreed the new Articles and Memorandum by majority vote. Paul Hooper questioned whether the Secretary should be a Director but it was agreed to review this in future. Susan Tanner registered that she had not agreed the direction of the organisation but accepted the majority opinion. Jim Winship said that the draft Articles and Memorandum had been circulated to members but there had been no feedback.

**Financial Report**

Jim Winship reported that the Forum currently had funds of £171,835. Steve Heap expressed concern that the organisation was sitting on such funds at a time when the industry is struggling. The meeting agreed that while the priority must be to maintain sufficient funding to cover the costs of the Purple Guide, the Forum should reopen funding for grants. Jim Winship agreed to review previous applications for grants that had been short listed but not taken forward. He said he would recirculate the applications to the Directors for reconsideration.

Susan Tanner asked for a report analysing the annual funding coming in from sales, particularly the proportions of individual subscriptions vs licences. It was also suggested by Mark Laurie that the subscriptions might be put on a direct debit basis, possibly using Go Cardless as a low cost way of doing this. Jim Winship agreed to look at finding the best system for doing this.

**Purple Guide and EIF Websites**

It was suggested that these sites were looking dated and needed updating. Steve Heap said that this was in hand.

**Membership**

The meeting agreed that there should be two forms of membership – Members and Associate Members. The former would pay £50 + VAT a year and have a vote, Associate Members would be advisory organisations, such as the police, who would not have a vote or be expected to pay but would be invited to attend meetings etc.

**Priorities for EIF**

The Board agreed that the primary objectives over the coming 12 months should be to update the chapters of the Purple Guide; negotiate a Primary Authority agreement around it; and promote greater awareness of the Guide and EIF.

**Purple Guide Updates**

Steve Heap outlined work already underway to comprehensively update the chapters of the Purple Guide and said that he hoped this would be concluded before the end of the year but preferably sooner.

Carl Haggemann proposed that a chapter should be developed around ethics and agreed to provide the Board with a bullet point outline of what this should contain.

The meeting agreed that a section on the new Protect Duty regulations should be considered but not until there was greater clarity on how this would work. Eric Stuart to monitor.

Jim Winship reported that revisions to the chapters on SAGs, Drones and Crime were already well forward. There was some discussion around the way some SAGs are operating and it was felt there was generally a need for greater consistency of approach, which hopefully the Purple Guide might help to achieve.

Susan Tanner stressed the importance of the Purple Guide being a guide for event organisers and a signposting document, not providing prescriptive guidance.

Jim Winship reported that the Association of Circus Proprietors had asked if the Purple Guide could link to the Circus Toolkit. It was agreed that a chapter should be included on circuses and should provide a link to the toolkit.

**Purple Guide Presentations**

Steve Heap reported that he had done a number of presentations to enforcement groups explaining about the Purple Guide using a presentation that had been put together by the Secretariat. Others are also being planned.

Jim Winship agreed to send Board members a copy of the presentation.

**Primary Authority**

Jim Winship reported that there was a lot of support for taking the Purple Guide down the Primary Authority route but progress was being held up by Liverpool who are currently holding internal discussions about whether they can take on the role. He asked members for suggestions for an alternative authority who might be approached.

**56 Day Rule**

Paul Hooper raised concerns about this. During the pandemic England and the devolved nations relaxed rules for campsites and caravan parks, allowing landowners to open them for 56 days without needing planning permission. While the devolved nations have retained this relaxation, England has returned to a limit of 28 days. There is now a lobby for England to line up with the other nations and continue to allow the 56 days.

**BVEP**

Steve Heap congratulated Susan Tanner on being appointed a vice chair of the Partnership.

**Supply Chain Issues**

The meeting discussed the serious supply chain issues that are likely to impact events over the coming year. While Steve Heap reported that both DCMS and the Cabinet Office had expressed interest in understanding the situation, there is little sign of anything being done.

Susan Tanner expressed concern that, because the industry is by its nature resourceful in meeting these sort of challenges and making things happen, this could be counterproductive in the eyes of Government.

**Red Diesel**

The decision to ban the use of red diesel by the event industry from April was raised as a concern. Paul Hooper reported that the Showground sector is lobbying on this, particularly as the Showman’s Guild has been given 5 years to adjust. One suggestion was that VAT might be waived on fuel for events which would ease the burden.

**Date of Member Meeting**

The next open member meeting has been set for 4th March at 3pm

**Next Board Meeting**

It was agreed that this should take place towards the end of March, ideally at 9am. Jim Winship to send round a Doodle with optional dates.

Circulation: All EIF Members