

**Federation of Scottish Theatre/ Festivals Edinburgh**

**Joint Technical Advisory Group on Safer Systems (TAGSS)**

**MINUTES**

**18 FEBRUARY 2021, 2 - 3.15PM VIA ZOOM**

**ATTENDEES:** Louise Gregory (Freelance), Ruth Butterworth (Freelance), Fi Fraser (Freelance), Gemma Swallow (NTS), John Pik), Nick Trueman (Pitlochry Festival Theatre), Tom Barnes (Lyth Arts), Jennie Green (Great Leap Forward , John Robb (EIF), Nik Whybrew (Assembly Festival), Kevin Kimber (Festival Fringe Society), David Butterworth (Royal Lyceum), Graham Sutherland (Citizens Theatre)

**PRESENT:** Lucy Mason, Amanda Liddle (Federation of Scottish Theatre), Julia Amour, Kirstie Allan (Festivals Edinburgh), Ann Monfries (Scottish Government)

**APOLOGIES:** Phil Brown (UKT), Robin Townley (ABTT)

**1. Welcome and purpose of the meeting**

LM welcomed the meeting, noting that TAGSS has been convened by the Federation of Scottish Theatre and Festivals Edinburgh to share good practice on approaches to safe systems in a way that is currently being done for the large events sector; to help the sector to present information in a framework that is recognised by Local Authorities; and additionally provide feedback to Scottish Government. LM introduced RB as convener and co-chair of the group.

**2. Introductions**

JA led introductions.

**3. Group Co-ordinator and Co-chairs**

JA noted that in addition to having RB convene and co-chair in a freelance capacity we are seeking a second co-chair, ideally from a salaried venue position, to help lead group discussion. If any members are interested in the role, please contact LM or JA.

**4. Intended Outputs - what we hope to achieve**

*- (see Terms of Reference/Key Outputs – previously circulated)*

Having reviewed the terms of reference the group had no amendments. JG queried the need to have wider UK reference for the group and it was confirmed that both Phil Brown (UK Theatre) and Robin Townley (ABTT) have both agreed to join the group but could not attend this particular meeting.

**5. Context - where the work sits / bigger picture**

JA provided some further context for this work noting that the national event

industry advisory group has been recommending a route map that includes a summary series of pillars of safe systems and risk mitigations. This work is still being proofed and checked but should help to provide a summary framework linking to the detailed government guidance.

AM noted that the Scottish Government is currently creating certain compliance tools that should be of use to this group and will forward. **Action AM** She also noted her hope that consideration of context in guidelines would extend past large signature events to the theatre sector, given that theatre has shown it does know how to mitigate risk. AM also noted that there is still caution in government and the strategies outlined in the next framework announcement, still to be finalised, but there is an expectation of a tightening of levels 2 and 3.

GS noted that in terms of guidelines that a middle ground between the overview and the minutiae is required and that a possible way forward was to reverse engineer the ABTT guidelines into a framework that tied in to these existing pillars of safe systems.

**6. Membership - are the right people in the room?**

- *(see Current Membership attached)*

The group discussed various options for additional membership including an H&S specialist ( such as Sigma Safety or First Option) or Local Authority contact (such as Denise Hamilton, Glasgow City) but it was proposed that these should be part of a list of specialists the group can call on rather than extend the core membership further.

The issue of the different needs of the dance sector was raised and it was agreed that LM would approach Craig Fleming, Barrowland Ballet regarding his joining the group. **Action LM**

**7. Local Authority representation**

As discussed at point 6 it was also thought that as each Local Authority would have a differing perspective it was not appropriate to choose just one to join the core group, but that members could engage with a range of LA reps across the country as the work of the group developed.

**8. EDI - how do we ensure that the Group's work is accessible and incorporates good equalities practice?**

This item was included to raise awareness in the group for the need for transparency and accessibility of any outputs. The group also agreed that membership and notes will be published on the FST website.

KK also suggested that the Fringe Society have a working group that could review outputs for accessibility.

GM noted that publishing format should also be considered whether translation or large print etc.

**9. Group operations - How we will work**

A schedule of monthly meetings was proposed and agreed with separate sub groups

to deal with specific outputs as required. RB will schedule the March meeting. **Action RB**

#### 10. Possible schedule

JA proposed the possible output schedule as below:

Research phase	conclude by mid-March meeting
Draft phase	between March and April meeting
Testing phase	between April and May meeting
1 <sup>st</sup> Draft published	second half of May

Followed by further consultation

It was also noted that the work of this group could become a resource for further shared understand across the sector and also that SG could call on the group for input. AM confirmed this would be very helpful when reviewing guidance if feedback could be fed through RB.

#### 11. AOB

For clarity it was agreed that the research phase was looking to inform the checklist approach but that sharing examples of good practice (particularly practice that had been applied) would be useful.

The need to contextualise examples was noted and a template of categories would need to be created. **Action RB**

GS noted that it is disappointing that all theatres fall into level 1 as some would be very low risk and suggested a matrix approach for future guidance. JP noted that there is also a gap in the guidance for all the other work that theatre venues undertake, such as meetings and functions that could be run safely. The need for some flexibility within the guidance was needed to reflect the points above.

AM noted that despite level criteria, issues around travel to venues; physical distancing at gathering points and pinch points in venues are still problematic and that clinicians need further evidence to change restrictions at higher levels.

Group emails will be sent to RB for further comms. **Action AL**