



BID Board Meeting 18th July 2017
Kings Heath BID Ltd.

Present: Chris O’Neil (CO) Acting Chair, Gary Baines (GB), Stan Hems (SH), Martin Mullaney (MM), Phil Alden (PA), Neville Summerfield (NS), Michelle Rowland (MR) minute taker.

Apologies: Frank Nutt.

		Action
1.	<p><u>Welcome, introduction, declaration of interests</u> CO opened the meeting and asked for declaration of interests of which there were none but reminded that any potential conflicts of interests on any items discussed during the meeting.</p>	
2. (i)	<p><u>Approval of minutes of 11th July 2017</u> NS confirmed these were an accurate record of this meeting and SH seconded these; the Board voted and approved these.</p> <p>PA queried MM having discussions with Adam Regan without him and asked if he would be providing a plan to present to the Fire Brigade. MM advised he had discussed the stage only but not a plan. MM discussed the agreement which was to go to SAG once the Fire Brigade and emergency services had clarified if this was suitable. PA queried e-mails MM had received from the Fire Service and read these out. MM discussed how this had been explained to him and drew a diagram explaining this and what he believed would be needed. GB queried the fire engines access. CO asked that MM explain and present this. MM continued, advising that Gary Peel had advised they would need 2 gates, which CO asked to clarify if a fire engine could park from the back of the stage and MM stated that the Fire Officer had explained this. The stage was going kerb to kerb and to get a fire engine it would need to be nearer to the chip shop. MM has been told that a fire engine would come into a “sterile area” at the back of the stage and park. CO explained this is what MM was told and an e-mail has been sent which clarifies this. MM provided an e-mail that had been sent. PA forwarded a copy of the e-mail from West Midlands Fire Brigade (Tim Ford) which specifies the width, stating that this was known on the 13th July, stating that there has to be a throughway. This was forwarded last week and looked at by the Board. MM queried why PA had contacted them last week after the Board meeting, PA advised that he wanted to confirm this as “we” are all responsible in accordance with a duty of care and as Fire and Security Co-ordinator he wanted to clarify this. CO also asked for this in writing at the meeting last week. MM asked if Tim Ford was</p>	

a Fire Risk Assessor and PA stated that this was required as a throughway and referred the Board to the Regulations. MM could not locate the Regulations but PA confirmed he had sent them and they could not have the stage across the road. PA asked for the recommendation as they needed a collective responsibility. MM asked for PA's opinion on the trucks. PA queried the cost, MM advised these were £500 each and PA asked if they had to be manned whilst there. MM stated that they could get a stage bus which GB and NS queried this. MM believed this could be done, SH also queried this but MM discussed the concrete bollards outside the Hare & Hounds and advised they have a fork lift truck available.

PA discussed the high velocity vehicles and asked about the other roads that may possibly be used, such as Highfield Road.

PA confirmed with MM that the high velocity vehicles would need to be manned. MM confirmed they would need to use the high validity vehicles, PA asked if the Police would fund additional security and could they apply for funding. PA believed they could not guarantee this, MM confirmed no. They would need 1 vehicle at top of York Road and 1 at the end of Waterloo Road. PA advised he had completed some research on this from a Government website advising what should be put in place. As event organisers the BID would need to comply with any Regulations, the Fire Brigade, and West Midlands Police "Safety First" document and the BID would be responsible for obtaining and complying with these Regulations. PA advised the Health and Safety document was to be complied with for all open air events and PA discussed the security that would be needed and the ratio of event fire marshals needed for this event. PA asked if there would be 5,000 maximum people at any one time and discussed evacuation at any time in any area. The maximum capacity of 3,200 people for this area was confirmed with MM's calculation using a measuring wheel. MM had not completed a calculation for an escape route capacity. PA clarified this within the Regulations and would suggest there was a very high potential of there being an incident. Capacity can escape through a given gap and these are set out in the Regulations. PA asked if they would have 9 metres. MM advised kerb to kerb there would be 2 metres each kerb and the frontage of the Hare & Hounds (if chairs outside were moved) which would give 6 metres. MM discussed last year's event, with the stage being 8 metres wide and stated that the road kerb to kerb is 10 metres; which CO disagreed with as he had measured this. CO discussed Adam Regan's compliance at events he had organised. PA gave an example of an obvious incident and a stage being at the start of York Road, with an incident occurring at the other end of Waterloo Road. PA addressed his concerns.

NS advised that he was not adverse of moving the festival around and was aware that some people do well from this event, with residents being tolerant, but believed there was an argument to move this around. NS stated that if they were to hold this in York Road this Board must be 100% satisfied that the security was as good as it should be.

GB asked why this was being discussed and stated that the stage could not go across the road and discussed the concrete barriers, drawing an explanation, and advised he felt that the stage could not go at the end of the road as should an incident occur they could not wait for the stage to be moved. SH agreed with NS and believed this could take place.

In the event of an incident taking place CO advised the Board would be liable. CO advised that he felt that the street festival could not take place from the

	<p>evidence they had received today. CO discussed Gary Peels' advice and advised he was not happy with MM's e-mail and unless they received advice in writing they could not agree to a stage, and also reminded the need to comply with all legislation as advised by PA earlier.</p> <p>SH stated that once the Board had been advised on any information they would be liable but noted that they may wish to please everyone but could not plead ignorance.</p> <p>It was agreed they would not compromise and would only go ahead when all safety agreements were made.</p> <p>The ratio of security marshals 1:50 was noted.</p>	
3. (i)	<p><u>Governance Issues</u></p> <p><u>Request by Brett Rehling of Kitchen Garden Café to become a Director of Kings Heath BID</u></p> <p>All agreed for Brett Rehling to become a Director was accepted by the Board and would welcome him to the Board but it was noted that they would not allow a substitute. MM agreed to speak to Brett, and advise that he would need to attend as the named Director and be co-opted at a future meeting.</p>	
4. (i)	<p><u>Finance</u></p> <p><u>Approval of the end of year accounts for the financial year 2016-2017</u></p> <p>These have been distributed and CO asked if these could be approved. MM will send these out to members once they are agreed – all to e-mail MM if any queries before the morning of the 21st July.</p>	
5. (i)	<p><u>September Street Festival</u></p> <p><u>Board decision on the level of safety required for the September Street Festival</u></p> <p>MM discussed the notice which had been produced to update the BID members on the September Street Festival. The Board agreed the notice with a slight amendment to be made.</p> <p>MM visited Brett Rehling and Adam Regan and advised them they had equal rights to run the stage as they are 2 venues. CO asked for the outcome: MM had asked them who would like the main stage. Kitchen Garden Café advised they would like this outside Mama B's. It was also suggested that the stage be placed half way up York Road with stage facing down to the High Street, which would then be seen as people drive up and down the High Street. Adam Regan advised he would like the stage outside the Hare & Hounds and accepts to move this up and would like in line with the side door but insisted this be outside Hare & Hounds. MM discussed Brett's requests and Adam Regan discussed the lighting and how this would affect the stage. MM discussed the costs and what Adam Regan had previously provided and his costs. Brett Rehling advised he could not compete with this but stated that his PA system would be better doing an event in Heathfield Road with folk music and mentioned about a bar (which the Board advised they would be keen to do), Tiger Bam could provide staff and equipment for a bar and Brett Rehling could give guidance. Brett Rehling concluded that the Hare & Hounds could have York Road and he could do Heathfield Road.</p> <p>CO discussed the 4 metre gap that was needed and stated that the ideal placement for the stage would be exactly outside Morris Robinson's and would attract people across the road. CO also discussed the barriers that would be needed to allow people to come into York Road and that they would</p>	

need to measure the length of the road, looking at the widest point of the pavement. The Board discussed what they would need to allow but asked where they would put food as this would only allow 6 maximum on York Road. CO discussed having the stage onto the back of Dorothy Perkins but asked how they could break even and believed personally they needed to cancel this year's event as to comply with the legislation they could not run the event like they had last year. CO believed all street events would need to start charging for their events. MM advised if they did the Arts Council would not fund.

The Board discussed how this may affect the Christmas event and by then more events would have taken place within the City and the Board would be able to take the advice from them.

The Board discussed the bag searches that would also need to take place and how this was not feasible.

PA discussed the ratio of 1:50 for security needed and for the number that may attend (a crowd of 5,000), they would need around 200 = £25,000 to be in fully compliance. CO advised The Board have been made aware by the security advisor of the relevant legislations that have to be adhered to.

GB asked that they exhaust every single option. The Board advised they could not support this unless they complied with the Health and Safety Regulations. GB asked why this needs to be a music festival and suggested a market / food market. PA discussed the emergency services and GB discussed allowing for the 4 meters but also suggested 3 days on the Village Square.

CO reminded the Board of the limited amount of time they have to put any venues on. CO advised that they would need to rule out all street festivals as they could not comply and look at the only location, being the Village Square. SH asked if they could involve the Lions, the Round Table, the Masons, and the Cricket Club to run this for the community.

PA stated he did not believe the Village Square had enough capacity and believed they would not need to put the High Velocity Vehicles in the Village Square as was a private area. SH advised the footpaths are public around the square.

GB referred to the options originally looked at. SH confirmed there would be no problem with the Village Square. CO asked if this option would be agreed at the SAG. GB read out option 3 and discussed this.

MM suggested they advise they were working towards the Christmas event. MM discussed the parade, SH discussed the security at the back of the parade and GB discussed the objections to the parade.

The Board discussed a small stage on the Village Square providing music. It was noted that Digbeth Dining Club had advised they would not be able to do a further event on York Road due to the new legislations.

PA discussed the security at the All Saints Centre with vehicles being broken into.

GB looked at option 3 and discussed the costings on the Village Square and how this could be an alternative to the Street Festival. GB suggested tagging onto the Street Food and asked MM about this (which is run by All Saints themselves) and asked that they think creatively. GB stated the point he was making for this was to take place over the weekend rather than a day.

PA would like to make the point would not like to see anything in e-mail or minute form that identifies any specific member of the Board for cancelling the festival due to legislation. PA asked that they ensure that people understand

	<p>the Board are not against the Festival and would like to be part of this. CO advised what MM needed to do and see what West Midlands Police would contribute for security at the event, a guesstimate, and then go to SAG. CO advised if people wanted to provide food then they provide picnic tables. CO asked if they would still have to pay for an events licence, (should this take place on the Village Square), MM confirmed yes. SH advised that they have a premises licence for the café. CO suggested that All Saints have the bar. MM advised they could get a premises licence for 5 years but stated last year Police Officers on the SAG were happy for a temporary event licence and are now advising this must be a premises licence. CO suggested that the Church apply for a premises licence for 5 years.</p> <p>The Board agreed this event would not be able to go ahead for the date set. The Board discussed how this is going to affect all events that took place. MM stated the meeting he attended (last Thursday to talk about SAGs) discussed how targets are being made, and attracting large crowds would have to go to SAG. PA asked if he could attend these meetings with MM in his capacity of Security Advisor.</p> <p>GB discussed the cost of anyone having events on the streets now in comparison to the Village Square. CO advised he would be happy to go in partnership with the All Saints. CO discussed MM's brief and he would now need to look for new partners to go forward. MM suggested Tiger Bam come up with some small events, which could take place inside community halls and premises.</p> <p>SH will speak to Andy Savage and see if they could get the premises licence. GB asked for a list as to why this cannot be done; such as Fire Marshalls, security measures etc.</p> <p>Brett Rehling to be co-opted at next Board meeting.</p> <p>GB asked that the September Festival cancellation be worded correctly, stating the reasons: the compliance with legislation and due to inability to fully comply with legislation, Regulations and the expert guidance that it is available at this time.</p> <p>CO asked that GB and PA have sight of the decision to be sent out and to be checked for accuracy before this goes out. MM to advise Tiger Bam to stop work on the festival.</p>	SH
6.	<p><u>Any other business</u> <u>Safety Advisory Group</u> Discussed earlier in the meeting.</p>	
7.	<p><u>Next Meeting</u> To be confirmed.</p>	