

**APPENDIX 5**  
**Initial Progress Update – Review of Billingham Event Infrastructure**

No.	Recommendation	Responsibility	Date	Evidence of Progress Presented to Committee June 2018	Assessment of progress June 2018 Categories 1 - 4
1.	For any potential future accommodation site solutions, BIFF need to fully consider the wellbeing of the performers, as well as their responsibilities around health and safety that have been outlined as part of this review.	BIFF	July 2018	<p>In consultation with SBC Officers and reviewing safeguarding/wellbeing of artists and performers a bespoke Event Artist Village will be constructed at Green Space Area, Sidlaw Road, Causeway, Billingham.</p> <p>The Event Village will accommodate 200+ performers/artists including sleeping and washing facilities in specialist porta cabins. There will also be a catering marquee, rehearsal space and social area.</p> <p>There will be full site security in place throughout construction and once in operation when artists arrive.</p>	1
2.	In order to create safe temporary accommodation for its performers, BIFF should consider all elements within the summary of estimated infrastructure costs for various accommodation options devised as part of this review (including the sums	BIFF	July 2018	A full outline of site requirements, including infrastructure, safeguarding , health and safety arrangements has been reviewed with SBC Officers and budget projection has been completed.	2

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	of money emerging as part of this analysis). As a key contributor to the festival, SBC should satisfy itself that these requirements are being met.				
3.	Due to the likelihood of increased accommodation costs following the loss of the former Campus School sports block, BIFF may wish to build on existing, and identify new, funding streams that could assist them in providing appropriate accommodation solutions.	BIFF	July 2018	This is being considered by BIFF.	2
4.	Subject to funding streams becoming available, BIFF and SBC should further explore the feasibility of using either John Whitehead Park or Sidlaw Road (former college site) as accommodation site solutions, and in the event that neither is suitable, should identify and explore potential solutions across a wider geographical area.	BIFF SBC (Events, Land & Property, Health & Safety)	May 2018	<p>Agreed site: Green Space Area, Sidlaw Road, Causeway, Billingham.</p> <p>Bespoke Event Artist Village will be constructed at the site, which will accommodate 200 performers/artists including sleeping and washing facilities in specialist porta cabins. There will also be a catering marquee, rehearsal space and social area.</p> <p>There will be full site security in place throughout construction and operation of the event artist village.</p>	1

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5.	As an advocate of BIFF, and in recognising the benefits it provides for the town of Billingham, Billingham Town Council may want to consider enhancing its role and financial contribution in supporting the festival's future sustainability.	SBC (Democratic Services)	April 2018	Letter to Billingham Town Council drafted regarding their potential contribution to BIFF for 2018 and beyond.	2
6.	BIFF should ensure that any future accommodation site is overseen by suitably qualified personnel at all times, including during construction and deconstruction phases.	BIFF	July 2018	SBC has appointed a projects officer who will be responsible for overseeing the planning and construction of the Event Artist Village.	1
7.	There is limited scope to reduce the accommodation costs by reducing the scale or duration of the event in a single year due to CIOFF requirements. In principle, BIFF could consider the frequency of the event in order to reduce the annual burden of the infrastructure costs.	BIFF		This is being considered by BIFF.	2

- 1 – Fully Achieved
- 2 – On Track
- 3 – Slipped
- 4 – Not Achieved