



Minutes (LPD 1368-1375) of an inquorate meeting of the London Production Divisional Committee held at 1100 on Saturday 19 May 2018 in Conference Room 1 at BECTU Head Office, 373-377 Clapham Road, London SW9 9BT

## 1 Present

Paula Lamont (Location Department Branch), Ann Fenton (Media Hair & Make Up Branch), Ian Williams (Film Artistes Branch), Joe Paulo (Visual Effects Branch)

Chair: Tim Potter (Camera Department Branch)

Secretary: Tony Scott (Animation & New Media Branch)

Assistant National Secretary: Paul Evans

## 2 Apologies

Mark Thornton (Lighting Technicians Branch), Dan Roberts (Post Production & Facilities Branch), Charlotte Sewell (Costume & Wardrobe Branch), Mike Dick (Writers Producers & Directors Branch), Tim Bertani (Camera Department Branch), Lili Gane (Film Artistes Branch)

## 3 Agenda

LPD letter 40 was submitted, and it was

**Agreed (LPD 1368)** to endorse LPD letter 40: LPD Committee agenda version 1.2 for the meeting of 19 May 2018 with the addition of: Skillset training.

## 4 Minutes of previous meeting

LPD letter 39 was submitted, and it was

**Agreed (LPD 1369)** to endorse LPD letter 39: LPD Committee minutes (LPD 1357-1367) version 1.0 of the meeting held on 10 March 2018.

## 5 Branch and membership reports

- a) LPD membership statistics – statistics for LPD by branch for December 2015 to April 2018 were submitted. Following discussion, it was

**Agreed (LPD 1370)** to note the latest LPD membership statistics.

- b) LPD branch reports

Animation & New Media Branch – No report.

Camera Department Branch – A recent branch meeting was reported.

Film Artistes Branch – It was reported the branch AGM had taken place in April 2018 and a new branch committee was elected. An update on setting up an employment agency was provided.

Hair & Make-Up Branch – It was reported regular branch meetings were occurring. Concerns about interfacing with regional colleagues were reported, and, during discussion, it was stated that bringing together LPD and RPD with a unified branch structure would solve a lot of such problems.

Location Department Branch – It was reported branch regular meetings were taking place, and that the branch AGM is scheduled for 23 July 2018.

Visual Effects Branch – Arrangements on organising the Post Festival, to be held in conjunction with the Post Production and Facilities Branch in Soho on 9 September

2018, were reported. Following a wide ranging discussion, it was

**Agreed (LPD 1371)** that the Animation and New Media Branch and the Visual Effects Branch consult their respective membership on the proposal to amalgamate the two branches.

## 6 Rate cards

It was reported that LPD 1363 (to ask for branches to submit rate cards before May 2018) had resulted in a few submissions. Following discussion on the way forward, particularly the issue of having a standard format for rate card for all areas, it was

**Agreed (LPD 1372)** that the Vice Chair writes to branches covered by the feature film production agreement and the independent television drama production agreement asking them for their rate card for 10 and 11 hour days broken down by genre and grade.

## 7 Accuracy of branch records

It was reported this project was progressing.

## 8 Prospect Union Week

Plans concerning a campaign to build up to the union week were reported.

## 9 Division appropriate for National Film & Television Archives Branch

It was reported the SEC had agreed to LPD 1351 in SEC 11544.

## 10 Proposed branch name change from Chaperone Branch to Professional Chaperones & Tutors Branch

It was reported the SEC had agreed to LPD 1364 in SEC 11546.

## 11 Death of Mark Millsome

It was reported the health and safety report on the incident was still awaited.

## 12 Tagging of membership database

A induction procedure for new members was being developed which should improve the quality of information stored on the database. A member of the LPD Committee had submitted a paper on this subject developing the ideas made at the last meeting. It was reported that Prospect and BECTU plan to replace their current (separate) membership databases with a unified customer relations management database, and, in view of this, it was

**Agreed (LPD 1373)** to submit the report from the LPD Committee member to the CRM project team.

## 13 Incident taking place near Picturehouse picket line

It was reported the matter had concluded in a satisfactory resolution.

## 14 Draft LPD By-laws version 1.3

It was reported the SEC had agreed to LPD 1293 in SEC 11543, and the new bye-laws had been posted at <https://lpd.bectu.com/about/byelaws/>

## 15 Skillset training

An email from NS Spencer MacDonald, dated 18 May 2018 subject future training needs, was submitted. This asked for views on training requirements so the union can submit a request for future training requirements from Skillset. Following discussion, it was

**Agreed (LPD 1374)** to seek views from branches on this matter, and to come to a view at the next meeting.

## 16 Reports

- a) SEC – The BECTU SEC minutes for 25 March 2018 (SEC 11513-11560) were submitted, and following discussion, it was  
**Agreed (LPD 1375)** to note the BECTU SEC minutes for 25 March 2018.
- b) Communications – The Secretary reported on the Communications Committee meeting held on 25 April 2018.
- c) Divisional – The Secretary reported on the BBC Divisional Committee held on 25 April 2018, and of the subsequent meeting at ACAS on terms and conditions, which had led to a proposal which would now be subject to ballot.
- d) Equality – No report.
- e) Health and safety – The Secretary reported he had not been able to attend the last NHSC held on 17 April 2018.
- f) Training – It was reported the current strategy was nearing completion.
- g) Film Policy Committee – No report.
- h) Young Members Forum – No report.
- i) Copyright Committee – Awaiting feedback concerning LPD 1356 (lending rights).

## 17 Dates of future meetings

It was reported since the last meeting it had been agreed to delete the 16 June 2018 meeting and replace it with a 14 July 2018 meeting in order to spread the meetings more evenly.

(All **LPD Committee meetings** on Saturday at 1100) [3-6 June 2018 Prospect National Conference], [1 July 2018 BECTU SEC], **14 July 2018**, [2 September 2018 BECTU SEC], **24 November 2018 (followed by joint LPD/RPD meeting)**, [25 November 2018 BECTU SEC]

Tony Scott  
[tonyscott.org.uk](http://tonyscott.org.uk)  
 LPD Committee Secretary