

**UK
THEATRE**

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Overview of training, events, resources and services for UK Theatre members 2022

UK Theatre

Updated: 25 August 2022

Introduction

UK Theatre supports member organisations and individuals in theatre and the performing arts improve their knowledge, skills and resilience through a range of resources and initiatives, a programme of training and events, and other professional services.

To help our members navigate through all the resources and services we provide, we have created this document, which groups everything we provide thematically, mirroring the framework of our Business Plan (our new three year plan is currently in development, but our previous Business Plan can be viewed [here](#)).

Each section outlines the resources and services available, and – where relevant – hyperlinks are provided to take the reader to the exact page on the UK Theatre website.

Our resources and services relating to equality, diversity and inclusion can be found in both the 'Workforce Skills and Development' and 'Working Culture' sections.

The work outlined in this document relates to practical resources, training and services that members can access **today**.

It does not include much of our other ongoing development work, which we undertake in collaboration with various Working Groups. For more information on this work, please contact ukt@soltukt.co.uk

Many of these resources are only available to members and can only be accessed by logging in on UK Theatre's website. If you have a query about member logins, please email ukt@soltukt.co.uk

A full list of member organisations can be found [here](#).

For any enquiries about our resources, please contact us at ukt@soltukt.co.uk

Read more about UK Theatre membership [here](#).

For our current training courses open for bookings, visit our [Eventbrite page](#). For UK Theatre and partner training courses and conferences, visit [TheatreMeansBusiness.info](#). To see the full range of our training courses, which can be made available on request and subject to demand, please read [this document](#).

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Environmental Responsibility

Objective

We will support members to be aware of guidance and resources to ensure their environmental sustainability. This will include helping to drive positive working practices throughout the industry, encouraging established organisations to share best practice, supporting members who are just starting their sustainability journey and sourcing sustainable utilities deals for members where possible.

We will also champion initiatives that are already working within theatre such as the “Theatre Green Book” and support the work of organisations like **SiPA** and **Julie’s Bicycle**.

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Initiatives

- **Consortium Advising Sustainability in Theatre (CAST):** Support network/forum to share ideas, disseminate key information & champion existing environmental initiatives. To find out more or to join the group **phillip@soltukt.co.uk** for more information.

Training/Conferences & Events

If there are any conferences, events, or training courses on this topic you would like us to provide, please get in touch at **events@soltukt.co.uk**.

We will promote any relevant partner training, conferences, or events at our online learning hub **TheatreMeansBusiness.info**.

Member discounts are available on all our training courses – please see individual training courses for details.

Resources

- **Theatre Green Book***: Theatre-makers and sustainability experts have created a common standard for making theatre sustainably.
- **Energy Management & Planning:** This document is intended to provide guidance to enable organisations to better understand their energy use & sustainability priorities, as well as to plan for and implement business contingency arrangements in the event of power outage.

* The Theatre Green Book has not been created or commissioned by UK Theatre, but we are a partner organisation and sit on its steering group.

Income Generation, Sales & Audiences

Objective

Champion both national and local funding for our members and for arts and culture overall. We will support the theatre and performing arts sector to address changes to their traditional funding models, and to become more aware of and able to exploit new and innovative ways to generate income, to recognise and champion the need for audience development across the sector.

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- **Page 8: Funding, Income Generation and Audience Development**

Initiatives

- **Young Audiences Forum:** (please see the 'Inspiring the next generation' tab) This forum aims to build a bridge between theatres and young audiences by understanding the needs and wants of both groups. Originally focussed on London, this group is widening its remit to include UK theatres and audiences.
- **Theatre Tokens:** The UK-wide not-for-profit gift voucher scheme run by the theatre industry, for the theatre industry. Over £10 million of Theatre Tokens are sold each year through retail partners such as Tesco, Morrisons, Sainsbury's, Waitrose, John Lewis, WH Smiths and Waterstones. With no expiry date they are the perfect gift for theatre-lovers and are

waiting to be spent at your theatre.

For more information on how Theatre Tokens can generate extra ticket sales for your theatre, and how to join, please email Jamie Snelgrove, Theatre Tokens Business Development and Relationship Manager jamie@theatretokens.com

Training

- **Intro to Finance:** A one-day course that covers the basics of financial management in performing arts organisations, Friday 16 December 2022.
- Strategic Business and Finance (**Winter**): A one-day course that helps non-financial staff to understand and interpret financial information and apply this knowledge to organisational decision making and planning processes, Friday 9 December 2022.
- **Managing VAT in the Performing Arts:** A one-day course that provides specialist advice on VAT issues affecting the performing arts sector and gives practical guidance on issues faced by the performing arts on a regular basis, Wednesday 12 October 2022.

Member discounts are available on all our training courses – please see individual training courses for details.

Conferences & Events

- **Learning & Participation Conference:** A one-day virtual conference focusing on learning, participation, and outreach for theatres, Wednesday 5 October 2022.
- **Business Resilience Conference:** A one-day hybrid conference focusing on business resilience for theatres after the pandemic, Thursday 10 November 2022.
- **Revenue Generation Summit:** A one-day virtual conference focusing on revenue generation in theatres, Wednesday 30 November 2022.

Member discounts are available on all our conferences – please see individual events for details.

Resources

- Box office sales data reports
 - ♦ Reports from 2018 and earlier are available [here](#)
 - ♦ Future reports will be available from 2023, as part of UK Theatre's new Evidence Centre (read more about it [here](#))
- **Submission to the 2021 Autumn Budget and Comprehensive Spending Review** for Westminster (Members Only)

Legal, Employment Relations and Risk Management Services

Objective

We will maintain the high quality of our essential service of one-to-one legal advice at no cost to Organisation Members. In addition to the issues routinely covered by the service, we will seek to support members on relevant issues which may emerge, providing indispensable advice and guidance to help them to address the changing landscape for theatre and the performing arts and enable them to remain resilient.

UK Theatre's negotiation with recognised unions and its provision of contracts and employment relations advice is at the core of our offer to members. We will continue to revise the Agreements and practices and processes of engagement with the trade unions to better reflect developing needs and requirements of theatre and the performing arts.

We will use our in-house expertise to advise on risk, safety and technical issues and support the long-term resilience and security of buildings. We will identify and evaluate emerging industry risks and develop best practice industry guidance with key partners.

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Initiatives

- [SAFERtheatre](#): A campaign to assist the theatre industry in promoting, improving and maintaining health & safety standards.
- SOLT and UK Theatre Technical Committee (SUTC): This group is involved in the formulation of any legislation, standards and best practice which affects the industry's interests. It reviews and prioritises issues that are important for the management of risk within the industry. Please email phillip@soltukt.co.uk for more information.

Training

- IOSH Managing Safely ([Winter](#)): A three-day training course that provides you with the knowledge and practical tools to tackle the many and varied health and safety issues that arise within your organisation, Friday 9 December 2022.

Member discounts are available on all our training courses – please see individual training courses for details.

Resources

- [Legal guidance notes and articles](#) on a range of topics, including contracts,

- data protection, employment, immigration, intellectual property, governance, tax, ticketing and Covid-19 related issues **(Members only)**
- One-to-one legal advice **(Organisation Members only)** – please email lisa@soltukt.co.uk
 - **Rates of pay and agreements:**
 - ♦ UK Theatre / BECTU agreement
 - ♦ UK Theatre / Equity agreement for Overseas Touring
 - ♦ UK Theatre / Equity agreement for Performers and Stage Management working in Commercial Theatre
 - ♦ UK Theatre/Equity agreement for Performers and Stage Management working in Subsidised Theatre
 - ♦ UK Theatre / Musicians Union agreement for Musicians working in UK Theatre
 - ♦ UK Theatre/Equity agreement for Choreographers
 - ♦ UK Theatre/Equity agreement for Directors
 - ♦ UK Theatre/Equity/BECTU agreement for Designers
 - ♦ UK Theatre / SOLT / Equity agreement for Ballet and Dance
 - ♦ UK Theatre / SOLT / Equity agreement for Opera Guest Artists
 - ♦ UK Theatre / SOLT / Equity agreement for Opera Singers
 - ♦ UK Theatre / SOLT / Equity agreement for Opera and Ballet Stage Management
 - ♦ UK Theatre / SOLT / Equity agreement for Opera Directors
 - ♦ UK Theatre / SOLT / ITC / Equity agreement for Fight Directors
 - ♦ UK Theatre / Writer's Guild agreement for Writers working in Subsidised Theatres
 - **Employment Relations updates and articles** on a range of topics relating to the agreements, including impacts of Covid-19 and digital work and streaming **(Members only)**
 - One-to-one employment relations advice **(Organisation Members only)** – please email lisa@soltukt.co.uk
 - Safety Management Audits: Audits are a means of demonstrating your compliance with declared health & safety objectives, the law and, where applicable, best practice standards. The role of the audit is to find out to what extent the standards are being met and help achieve your desired outcomes. Please email phillip@soltukt.co.uk for more information.
 - **Security and counter terrorism resource library** (please see the 'security and counter-terrorism guidance and documents' tab) **(Members only)**

Theatrical Content: Production, Filming & Distribution

Objective

We will work with Arts Council England, Arts Council Wales, Arts Council of Northern Ireland, and Creative Scotland to support producing theatres, presenting venues and producers to work effectively together, and to increase the availability of high-quality work for audiences to see.

We will explore ways to support members to make more digital content and to reach broader, younger, and more diverse audiences. We will work on negotiating rights and pay scales for digital activity.

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Initiatives

If there are any initiatives you would like us to provide, please get in touch at ukt@soltukt.co.uk

Training

If there are any training courses on this topic you would like us to provide, please get in touch with us at events@soltukt.co.uk

We will promote any relevant partner training or events at our online learning hub TheatreMeansBusiness.info

Member discounts are available on all our training courses – please see individual training courses for details.

Resources

- **Live to Digital: Guide to Getting Started:** This guidance is intended as a 'how to' guide for those at the beginning of their digital-capture journey.
- **Live to Digital – Guidance for dealing with Equity and the MU (March 2021):** A guidance note on the points to consider when approaching Equity and the MU with proposals for digital presentations of theatre. **(Members only)**
- **Digital Exploitation Checklist (March 2015):** A checklist of the key legal and commercial issues to consider when embarking on the digital exploitation of a theatrical production. **(Members only)**

Research

From Live to Digital: Understanding the impact of digital developments in theatre on audiences, production and distribution (2016): The findings of the research point to both opportunities and challenges in the theatre sector and beyond as the digital environment continues to evolve.

Touring: UK, EU & International

Objective

UK Theatre will support the long-term resilience of touring and support the health of the producing and presenting model for the long-term benefit of audiences.

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Initiatives

- Please get in touch with us at ukt@soltukt.co.uk if there are any initiatives you would like us to provide.
- **New Play Commission Scheme*** (NPCS): ensures 15 new commissions are made for playwrights across England in 2022. A Writers' Guild of Great Britain initiative, in partnership with HighTide Theatre, UK Theatre, and the Independent Theatre Council.

*UK Theatre are providing strategic support, and also with SOLT supporting this initiative financially through the Theatre Development Trust, alongside many other donors.

Training

Please get in touch with us at events@soltukt.co.uk if there are any events of training courses on this topic you would like us to provide.

Member discounts are available on all our training courses – please see individual training courses for details.

Conferences & Events

- **Theatre and Touring Symposium:** The Symposium brings together theatre professionals from across the UK to highlight the issues facing the sector as present, and to explore solutions to improve the landscape for theatre. Our next Symposium will be in Summer 2023.
- **All Party Parliamentary Group (APPG)** on Theatre, register for updates [here](#)

Resources

- **Producing, Presenting and Touring Handbook:** The resources in this Handbook have been developed so that Venues and Producers can build stronger relationships to improve the long-term health of touring in the UK.

Workforce Skills & Development

Objective

We know that our industry is dynamic and changing, and that we need to invest in our workforce now if we are to have the right skills and expertise in place for our industry to thrive ten or twenty years from now. Our long-term objectives in this area are to improve the diversity of the theatre and performing arts workforce, to address gaps in training and development for off-stage roles and to work towards long term changes to the working culture of the sector.

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Initiatives

- **TheatreCraft careers fair:** A one day careers fair for 16–30-year-olds, held in person and online, each autumn. Focusing on careers offstage, young people can meet exhibitors, and take part in workshops and panel discussions. Contact siobhan@soltukt.co.uk for more information.
- **Young Audience Forum:** A forum for Creative Learning and Education managers to help theatres reconnect and attract young audiences and ensure their relationships are inclusive, accessible, valued, and long-lasting.
- **Inspiring Future Theatre** (please see the 'inspiring the next generation' tab) **(Members only)** A wide-reaching industry initiative which aims to showcase the range of careers available in theatre by visiting schools and taking part in events. Contact

siobhan@soltukt.co.uk for more information.

- **Workforce Development UK Theatre Award (Members only):** The Workforce Award recognises work that specifically promotes a commitment to professional development, improving organisational culture or the opening of entry routes to off-stage roles.
- **Working Culture Working Group:** A working group to guide our response to the main issues and challenges that are facing the theatre workforce in relation to working culture. Please email nataliew@soltukt.co.uk
- **Skills & Development Working Group:** A working group to guide our response to skills and development issues affecting the sector. Please email nataliew@soltukt.co.uk

Training

- **Managing Volunteers:** A one-day course that will give ideas on keeping your volunteer team engaged, motivated and up to date, as well as how to manage different personalities, Tuesday 26 July 2022.
- **Mental Health First Aid:** A two-day course tailored for those working in the theatre industry. At the end of the course delegates are awarded the qualification of Mental Health First Aider, Tuesday 6 December & Wednesday 7 December.

- **Negotiation Skills (Winter):** A course for managers, directors and producers in the world of performing arts who would like to improve their negotiation skills. Wednesday 16 November.

Member discounts are available on all our training courses – please see individual training courses for details.

Events

Please get in touch with us at events@soltukt.co.uk if there are any events on this topic you would like us to provide.

Resources

- **Workforce development resource library (Members only):** Find out more about alternative employment routes and work-related learning, reaching the future talent pipeline, training opportunities, and the ways in which theatre employers can get involved.
- **Apprenticeship and apprenticeship levy FAQs (Members only):** Guidance document with FAQs on Apprenticeships and apprenticeship levy for theatres around the UK.
- **Entry routes: a brief guide for theatres (Members only):** An information sheet to introduce employers to the learning and skills landscape. This guide applies to England only.

- **Freelancers resource library (Members only):** Signposts to a variety of organisations, initiatives and resources created to support freelancers. There is also a section on recent research and data concerning freelancers in the creative industries.
- **UK Theatre Jobs Vacancies:** A directory of current opportunities within the industry. This is accessible to all, however, there is a charge for posting a vacancy for non-members. Email ukt@soltukt.co.uk for more information.
- **Get into Theatre*:** A website to help you find all the information and opportunities you need to pursue a successful career in theatre in the UK.

Research

- **Theatre Workforce Review (2017):** Final report of the Workforce Review of the UK Offstage Theatre and Performing Arts Sector.

*Get into Theatre is supported by funding from the Theatre Development Trust, SOLT and UK Theatre's sister charity. We also provide strategic support.

Working Culture

Objective

Improving the diversity of theatre and the performing arts is a significant priority for UK Theatre and our members. The case for doing so is clear; for theatre and the performing arts continue to contribute to the UK's world-leading creative industries they must draw on the talent base, and build audiences, from all areas of society.

We will make and support positive, practical interventions to improve the diversity of the theatre and performing arts workforce. We will lead in the delivery of practical tools and guidance to help create the best possible conditions for change to take place, and we will build partnerships with those whose knowledge and experience is enabling good practice to develop.

UK Theatre believes that diversity is key to ensuring resilience in the sector. We will ensure that UK Theatre is a core part of all discussions about how to drive this agenda forwards.

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- **Page 6: Diversity and Inclusion**

Initiatives

- **Excellence in Inclusivity UK Theatre Award (Members only):** The Excellence In Inclusivity Award recognises the promotion of inclusivity within programming, workforce or audience or community engagement.
- **Annual demographic monitoring of UK Theatre Board, membership and**

staff (Members only): These audits allow us to monitor the make-up of our current memberships. We can then benchmark ONS data with the UK population (for UK Theatre members and Board) and London population (for SOLT members and Board, and SOLT & UK Theatre staff) and identify areas of under-representation.

- **Anti-Racism Touring Rider working group (Members only):** Guides UK Theatre's member consultation on the practical application of the Anti-Racism Touring Rider and helps shape the feedback UK Theatre provides to the Anti-Racism Touring Rider Committee.
- **Inclusion and Anti-Racism Working Group:** A group set up to address the long-term diversity and inclusion challenges faced by the industry and to improve practice.

Training

- Attracting and retaining diverse talent (new course coming in 2023)
- Developing a trans inclusion strategy (new course coming in 2023)

Member discounts are available on all our training courses – please see individual training courses for details.

Events

Please get in touch with us at events@soltukt.co.uk if there are any events on this topic you would like us to provide.

Resources

Working Culture:

- **10 Principles:** These principles aim to eradicate all forms of discrimination. They can help employers meet legal requirements and offer a shared vision to promote and maintain a safer, more inclusive workplace environment for everyone working within theatre and performing arts.
- **Bullying, harassment and discrimination resource library (Members only):** Supports the sector through research and analysis, leading to resources, guidance and best practice.
- **Encouraging Safer and More Supportive Working Practices Handbook (Members only):** This handbook is to ensure that everyone in theatre and the performing arts can prevent and tackle harassment and abuses of power, and to help create a supportive and inclusive working environment for all in the future.
- **Legal checklist for preventing and dealing with bullying and harassment (Members only):** A checklist to help to develop policies and procedures to address harassment and bullying.
- **Safety and Safeguarding for Women in Theatre (Members only):** This guidance note has been produced to point towards useful resources, along with information about the industry's provision for safeguarding women.
- **Remote working toolkit (Members only):** Resources for organisations to identify the potential for remote and mixed model working and practical tips for implementation.

Mental Health & Wellbeing

- **Mental health and wellbeing resource library (Members only):** Aims to improve the mental health of the sector by collecting and analysing data, collaborating with others, sharing guidance and best practice, and initiating change.
- **Theatre Helpline:** A free, independent and confidential phone and email service that provides support to people working in the theatre industry
- **TheatreSupport.info:** Centralised information about how and where you can access support if you work in the theatre industry.
- **Wellbeing webinars:** Recorded webinars that provide insight and knowledge for theatre professionals on the topic of wellbeing.

Diversity & Inclusion

- **Diversity and inclusion resource library (Members only):** Online resource promoting initiatives and companies that improve the representation of Black, Asian and minority ethnic people within the British performing arts sector, both on and offstage.
- **Access resources (Members only):** Signposts to guides, toolkits, organisations, and other tools to help theatre employers remove barriers which may be preventing D/deaf and Disabled people from thriving within the workforce. These resources can also help improve accessibility for audiences.
- **Inclusive recruitment guide (Members only):** Breaks down the

recruitment process to help with writing a better job pack, removing bias from selection processes, and offers suggestions on where to post job ads to reach a wider talent pool.

- **Theatre Casting Toolkit**: A practical resource for making meaningful change on stages and rehearsal rooms, designed for people involved in the casting process.
- **Anti-Racism Touring Rider***: Created to establish the baseline of expectations between companies, venues and artists on a touring production. This toolkit was created is for everyone committed to change in the arts sector, irrespective of scale or remit.

Research

Theatre Workforce Recruitment & Retention Survey Report (Members only)

A short report from 2021/22 which summarises the key findings, offers an insight into worker concerns, and provides an opportunity to explore solutions to address the issues.

*The Anti-Racism Touring Rider has not been created or commissioned by UK Theatre, but we sit on its steering group.