

TMA Membership

bringing the industry together

Established in 1894, the TMA is a leading trade association representing the interests of and providing professional support for the performing arts in the UK. Our members include theatres, multi-purpose venues, arts centres, concert halls, commercial producers, touring theatre, opera and ballet companies, sole traders and suppliers to the performing arts.

The TMA provides a **collective voice** for the management of the UK performing arts. We support our members with the very latest in **current thinking and best practice**, and our services include **specialist legal, financial and employment relations expertise, practical support and guidance**.

The **TMA's agreements with the trade unions** are the benchmark for the employment and engagement of those working in the middle and large scale UK performing arts. We represent the interests of arts organisations from across the UK to central, local and European government, funding and other bodies concerned with the performing arts.

What do we offer?

Networks within the industry – keeping you up-to-date

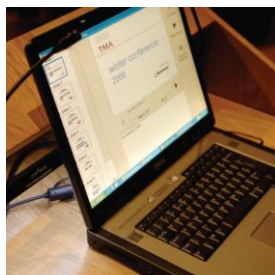
Membership of the TMA means that you and your colleagues are part of the extensive **network of professional individuals and organisations** working in the middle and large scale performing arts. All staff within your organisation can have direct contact with the TMA and benefit from our services.

Our year-round programme of national and regional [events and training courses](#) offers the opportunity to meet and exchange ideas with other theatre managers, their colleagues and organisation. Membership of the TMA enables you set the agenda for your industry.

Each month members receive the **TMA e-newsletter** which includes comprehensive information and specialist briefings on industrial and employment relations, legal matters and legislation, and a wide range of other industry issues such as health and safety. The e-newsletter includes information on the annual programme of TMA events and training opportunities.

The **TMA website** www.tmauk.org provides information on our services, events and training, job vacancies, industry news, and the current rates of pay under the Association/Union Agreements.

TMA Members have access to an [exclusive](#) area of the website which includes the Membership Directory, legal and employment relations, audience data and industry guidance.



Since 1990 the TMA has published the **TMA Audience Data Survey** exclusively for members. Collated independently for the TMA, the Audience Data Survey provides statistics on the number of tickets sold, the value of these tickets, the average ticket yield in total, as well as according to repertoire.

Our **PROMPT** magazine, produced specifically for the industry, provides articles on the work of individual venues and companies together with features on the artistic, management, financial and business issues of the day. PROMPT articles are written by professional journalists, the members themselves and legal, financial and industry specialists associated with the performing arts. All members have [free subscription](#) to PROMPT.

Advice, guidance and support - reducing risk and costs for your organisation

The TMA offers a range of services and specialist guidance on legal matters, industrial relations, business management and corporate governance. We provide members with free and regular information on issues such as VAT cultural exemption, financial management and taxation, current legislation and legal developments.

The Association promotes industry-standard employment frameworks; setting the minimum terms and conditions for the employment and engagement of performers, creative teams, musicians, technical and front of house staff through negotiation with the relevant trade unions.

The TMA ascribes to a body of dispute resolution procedures in conjunction with the performing arts trade unions. The Theatre Council and the Conciliation Boards provide an effective means of resolving disputes between a member in the conduct of their business and a trade union without recourse to costly legal action or employment tribunals.

There is also a dispute resolution procedure in the event of a dispute or difference arising between members in the conduct of their business.

We develop and promote best practice within the industry in areas such as safe working methods on get-ins, fit-ups and get-outs, and contract agreements between venues and producers. The Association takes the lead on particular industry issues, for example the development and supply of touring productions for the middle and large scale.

Full Members have free access to the Association's legal and employment relations specialist staff and other officers. The TMA will provide the names of business and management consultants and companies specialising in the performing arts in areas such as business planning, marketing and board or staff development.

Members can take advantage of the free legal advice services offered by law firm Bates Wells and Braithwaite. Chartered Accountants, Nyman Libson Paul also provide a free helpline for members.

The TMA's **Group Purchasing Scheme** can help to reduce your organisation's costs on energy, credit card fees and other items.

Professional and organisational development – improving performance

The TMA's comprehensive [events and training programme](#) offers courses and events for all levels of management and across the many functions within your organisation. The programme of courses is tailored to the specific needs of the industry and are competitively priced.

Our **Mentoring Programme** uses experienced professionals within the performing arts to support emerging talent. Whilst we know that informal mentoring happens in our industry and many people have benefited from working with a mentor, our programme will enable any member to have access to a mentor at no cost. Our Mentoring Programme is exclusively available to TMA members only.

One voice for the industry - influencing decision-makers

We aim to promote the creative, financial and social impact of UK theatre. The Association represents the views and needs of the membership to influence the policy and legislative decisions made by European, central and local government, their agencies, and funding bodies.

The TMA represents the interests of its membership to all levels of national and European government, working closely with government departments, local authorities, EEC bodies and trade unions to influence policy development and financial investment across a broad range of issues, including employment, education, cultural activity and tourism. We respond to issues affecting our industry, through the media and other public channels.

We work in partnership with other industry bodies and organisations to act as an advocate for the performing arts. The TMA is the sister organisation of the Society of London Theatre (SOLT) and we collaborate with a range of organisations including Creative & Cultural Skills, the National Campaign for the Arts, the Independent Theatre Council, Association of British Orchestras, British Association of Concert Halls, and the Arts Marketing Association to maintain a co-ordinated approach to the development of the performing arts industry across all scales of company and venue.

The TMA works with the UK Arts Councils to address issues affecting the industry and to provide specific services for its members.

Theatre Awards UK

This annual range of awards incorporates the old TMA Theatre Awards and TMA Management Awards. The first are voted on by nationwide panellists and a central panel of theatre experts. The latter are self-nominated by TMA members, with the decision as to who are awarded the prizes made by the central panel.

These awards are an opportunity for theatrical expertise and energy to be noticed and applauded at a national level. The annual awards ceremony (to be held in 2011 at the historic royal palace of the Banqueting House, Whitehall) is an occasion for celebrating a busy year and for networking with other TMA members. The event is covered by the national press, not least because these are the UK's only truly nationwide awards.

The TMA offices and meeting rooms

The TMA offices at 32 Rose Street, London, WC2E 9ET provide a number of meeting rooms and work spaces. These rooms may be used by TMA members free of charge, subject to availability between the hours of 10am and 6pm. Tea and coffee facilities are provided and full catering can be arranged.

Membership

Membership of the TMA is open to any organisation or individual deriving parts of their income from the performing arts or a performing arts related activity or providing a service to the live entertainment industry.

Membership Categories

There are a number of membership categories to reflect the range of organisations and individuals involved in the performing arts industry:

Full Member

This membership category is open to: producing and presenting venues; producers and touring companies from the commercial and subsidised sectors; partnerships; and business organisations directly involved in the presentation and/or production of the performing arts.

Benefits include:

- Access to free advice from the staff at TMA, including the legal and employment relations officers
- Use of the TMA/Union Employment Agreements
- Access to and the protection of TMA/Union conciliation and arbitration procedures
- Receipt of TMA monthly e-newsletters
- Access to the exclusive members' area of the TMA website
- Preferential rates for training events and seminars, conferences and other events
- Access to exclusive TMA members' meeting and networking events
- Access to the TMA Group Purchase Scheme
- Subscription to PROMPT magazine
- Participation in and access to the TMA Audience Data Survey

Each Full Member may appoint a representative (the Member Representative) entitled to attend, vote and speak at meetings of the Association. Full Members may participate in the negotiations of the terms and conditions of those union agreements which are specifically relevant to their work.

Full Member: Group Member

A Group Member is an organisation whose management or ownership is the same as that of an existing Full Member and which shares common directors with that member, for example a venue which part of a national network of theatres.

Group Members have access to the full range of TMA services and benefits. Each Group may appoint a representative (the Member Representative) entitled to attend, speak and vote at meetings of the Association, though the number of votes held by a Full Member and its Group Member(s) is limited at the discretion of the Council. Group Members may participate in the negotiations of the terms and conditions of those union agreements which are specifically relevant to their work.

Full Member: Sole Trader

This membership category is for Sole Traders whose annual turnover would not exceed £60,000. The Sole Trader category provides full membership, with access to the full range of services and benefits, to freelance consultants and individuals providing management services to the performing arts industry. A Sole Trader member is entitled to attend, speak and vote at meetings of the Association.

Associate Member

This special category is available for a period of 12 months only to former Member Representatives of TMA Full or Group Members.

Associate Members receive the same range of services and benefits as Full and Group Members excluding access to free advice from the legal and employment relations officers and the protection of the TMA/Union conciliation and arbitration procedures. Associate Members are entitled to attend, speak and vote at meetings of the Association, but may not participate in any resolutions relating to industrial relations or financial matters.

Affiliate Member

This category is for individuals who wish to be kept informed of the work of the Association, but are not eligible to join the TMA as a Full Member or Sole Trader and do not work for an organisation eligible for TMA membership.

Affiliate Members receive the TMA monthly e-newsletter and PROMPT magazine, are able to attend TMA events at preferential rates and are entitled to attend, speak and vote at meetings of the Association, but may not participate in any resolutions relating to industrial relations or financial matters. Affiliate Members do not have access to advice from the staff at the TMA, the TMA/Union conciliation and arbitration procedures or the full reports of the TMA Audience Data Survey.

Corporate Affiliate Member

This category is available to commercial organisations who are manufacturers or suppliers of goods and services and whose customers include, but are not limited to, the performing arts industry. Corporate Affiliate Members receive the benefits and services of Affiliate Members and have access to commercial opportunities to promote their products and services to the TMA membership.

Subscription Rates

Members are required to pay an annual subscription to the Association. The subscription varies according to membership category as detailed below. The subscription year commences on 1 January. Members joining part-way through the year, excluding Associate Members, pay a pro-rata subscription for that year.

Full Member:

The subscription for a Full Member, **excluding Sole Traders, Group Members and Full Members which operate as Commercial Producers**, is based on their organisation's turnover on TMA related activity. This is defined as the figure for revenue turnover in accounts for the company and all subsidiary companies where activities relate to the principal business of performance. Subsidiary companies would include, but not be limited to, a theatre or venue's own catering operation or trading and shop outlet. The figure should include gross box office turnover, net of VAT, and the net revenue from all ancillary and trading activities, including catering and bars or income shown in the company's accounts received from franchised operations.

Any special arrangements for a reduced level of subscription, e.g. introductory *or* decreased activity due to refurbishment *or* where a company's annual performance programme encompasses less than 50% of theatre, opera and/or dance, are for a finite period to be specified in advance of the period of change requiring a special arrangement.

Full Member: Commercial Producers

The subscription rate for Full Members who are Commercial Producers is in two parts: a flat fee, equivalent to Band 1, plus a variable fee calculated according to the number of weeks of drama and/or music theatre, opera or dance touring undertaken in the year by productions produced or managed by the member. The flat fee is payable at the beginning of each calendar year. The variable fee is payable by the end of each calendar year when the commercial producer has confirmed the number of weeks and type of touring, if any, undertaken.

Full Member: Group Member

The subscription rate for a Group Member is a fixed fee per venue paid in addition to the turnover related subscription paid by primary the Full Member.

Full Member: Sole Trader - Associate - Affiliate - Corporate Affiliate

The subscription rates for these categories of membership are fixed fees, unrelated to turnover.

2011 Subscription Rates

Subscription Rate	Turnover in £s (ex VAT)		Subscription (ex VAT)
	From	To	
Full Member			
Band 1	Nil	50,000	258
Band 2	50,000	125,000	515
Band 3	125,001	250,500	1,025
Band 4	250,001	500,000	1,530
Band 5	500,001	1,000,000	2,035
Band 6	1,000,001	1,500,000	2,705
Band 7	1,500,001	3,000,000	3,060
Band 8	3,000,001	5,000,000	3,410
Band 9/10	5,000,000+		3,795
Full Member – Commercial Producer			
Fixed Rate Band 1	n/a	n/a	258
Variable Rate Tour Week Drama			27.50
Variable Rate Tour Week Musical			44.50
Sole Trader	Nil	60,000	172
Group Member	n/a	n/a	258
Affiliate Member	n/a	n/a	96
Associate Member	n/a	n/a	96
Corporate Affiliate Member	n/a	n/a	440

Conditions of Membership

Members of the TMA will subscribe to the Association's statement of objects and purpose as set out in the Memorandum and Articles of Association.

Union Recognition

In accordance with the Association's objects, the TMA recognises the trade unions Equity, BECTU, the Musicians' Union and the Writers' Guild of Great Britain for the purposes of setting the minimum terms and conditions of employment and the engagement of services for those working in professional theatre. Members of the TMA are

required to abide by the agreements between the Association and these unions; accept the minimum terms and conditions of those agreements currently in place; and agree to use the contracts of employment currently in place with these trade unions unless a separate House Agreement has been negotiated.

Theatres and arts venues operated by a local authority may have terms and conditions of employment which will be established in accordance with the local authority's agreement with a trade union other than BECTU. These terms and conditions may be recognised as a separate House Agreement where it is agreed by the Association and BECTU that they offer at least comparable benefit to the terms and conditions of the TMA/BECTU agreement.

Members' Database and Directory

The Association holds a Members' Database which records the names and address of the Member, the name of Member Representative and other staff, and other information relevant to the business of the member. The TMA uses this database to communicate with its members for all areas of its activities and services. The database is operated in accordance with the Data Protection Act 1998.

The Association publishes a Members' Directory which is accessible to all members via the Members' Area of the TMA website www.tmauk.org and in printed form. By joining as a member of the TMA the organisation or individual agrees to be listed in the Members' Directory unless they specifically refuse consent.

The Theatre Council and Deposit Arrangements

The Theatre Council (TTC) is the joint body established by the TMA and Equity to provide a forum for settlement of contract arrangements and to ensure appropriate arrangements are made for the payment of members of Equity. Members who are producing venues or companies may be subject to the terms and conditions of the Theatre Council and may be required to provide deposits or guarantees for each production.

Equity and TMA have agreed to suspend the arrangement for TMA members to place deposits with the Theatre Council. Prior to this suspension, producing venues and companies and presenting venues, which produced more than two shows a year, joining the TMA, but deemed not to have an established track record of production, were accepted as Deposit Members and were required to place deposits or guarantees with the TTC.

Applying for Membership

To apply to join the TMA please complete the Application Form enclosed with this pack or you can apply online at <http://www.tmauk.org/membership/applyonline.aspx>.

An application for membership should be **proposed** and **seconded** by the Member Representatives of two members; full, group or sole trader members of the TMA. If you would like assistance in approaching a proposer and seconder for your application please contact TMA Member Services Administrator on 020 7557 6706.

All applications for membership are considered by the TMA Council of Management. Once the Council has recommended approval, notice of your application will be circulated to all TMA members and to Equity and an invoice raised for the appropriate subscription rate. If no objections to the application are received within **21 days**, your membership of the TMA will be confirmed on payment of your subscription.

If you would like to discuss an application for TMA membership or have queries regarding the application process, membership categories or subscription rates please contact the Member Services Administrator on 020 7557 6706.

