

## City of Inverness Area Committee

Minutes of Meeting of the **Events and Festivals Working Group** held in 2nd Floor Committee Room, Town House, Inverness on Tuesday, 19 April 2016 at 10.05 am.

### Present:

#### Highland Council

Mr F Parr

Mrs G Sinclair

#### Other Representatives

Ms J Cuddy, Manager, Eastgate Shopping Centre

Mr M Smith, Manager, Inverness BID

### Officials in Attendance:

Mr D Haas, Inverness City Area Manager

Mr G Reynolds, Inverness Events Manager

Miss J Green, Administrative Assistant, Corporate Development Service

Miss L Mackay, Administrative Assistant, City Manager's Office

### Mrs G Sinclair in the Chair

### Business

#### 1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr G Ross and Mr H Wood, both Highland Council, Mr G Ambrose, CEO, Visit Inverness Loch Ness, Mr C Marr, Chief Executive, Eden Court Theatre and Ms A Windsor, Cluster General Manager, Columba Hotel and Ms D MacLean, General Manager, Jurys Inn, both Inverness Hotels Association.

At this point, the Chair requested that arrangements were made for a meeting to be held with Mr G Ambrose to discuss the promotion of the events programme and to share details of future events.

#### 2. Exclusion of the Public

It was **AGREED** that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public should be excluded from the meeting during discussion of the following items on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 6 and 9 of Part 1 of Schedule 7A of the Act.

#### 3. Declarations of Interest

There were no declarations of interest.

#### **4. Minutes of Previous Meeting**

There had been circulated Minutes of the previous Meeting held on 14 January 2016 which were **NOTED**.

#### **5. Matters Arising from the Minutes**

In relation to Item 4, the Events Manager confirmed that he and the Inverness City Area Manager had met with Ms V MacDonald, Accountant, Finance Service, and that formal financial reports as requested would be circulated quarterly using the Council's accounting system.

In relation to Item 5, the following updates were discussed:-

- due to the unavailability of the reindeer the Winter Wonderland event would take place on the original dates of Friday 16 December from 6pm to 9pm and Saturday 17 and Sunday 18 December from 4pm to 7pm;
- there was no update on the Council's considerations to mark the Queen's 90th birthday;
- the Events Manager had met with representatives in relation to the Armed Forces Day Flag Raising Ceremony which would take place on 20 June at Council HQ. It was agreed that Mr F Parr would meet with representatives from the Inverness Legion to discuss options for the Highland Games on 16 July;
- the Highland Games Committee had met and it was agreed that the Events and Festivals Working Group would act as the lead group for the Inverness Gala;
- the Events Manager had met with the Inverness Harriers to discuss proposals for the Inverness Harriers 10k Road Race and consultation had commenced on the new route. Furthermore, a representative from the Inverness Harriers was joining the Games Committee; and
- due to operational issues the Halloween Show would take place on Saturday 29 and Sunday 30 October from 6pm with the dress rehearsal on Friday 28 October. In discussion, alternative parking options were suggested, which included offering a flat rate for parking in the Eastgate Centre Car Park, and additional publicity was requested to seek the support of the public with traffic management issues. The Chair advised the Working Group of the theme for 2016.

Thereafter, the matters arising were **NOTED**.

#### **6. Update on 2016 Events**

An update was provided at the meeting by the Events Manager on the progress that had been made with the 2016 Inverness Summer Festival and Winter Festival which included the following events:-

Inverness Jazz Festival (5 to 8 July)

Aberdeen Asset Management Scottish Open Golf Tournament at Castle Stewart Golf Club (7 to 10 July)

Bunkers Festival in the City Centre (7 July to 9 July)  
The Inverness Highland Games (16 July)  
Inverness Gala (17 July)  
TruckNess (16 and 17 July)  
Gala Concert (16 July)  
Inverness Wheelbarrow Grand Prix (17 July)  
Highland Haggis Hurling (17 July)  
Topsy Tea Party (17 July)  
Inverness Gala Shinty Sixes (17 July)  
Black Isle Show (3 and 4 August)  
Belladrum Music Festival (4 to 6 August)  
Highland Field Sports Fair at Moy (5 and 6 August)  
Croy Carties Race on Sunday (14 August)  
Groove Loch Ness at Dores (20 August)  
Glenurquhart Highland Games (27 August)  
Highlands and Islands Transport Show at Daviot (27 August)  
Northern Meeting Piping Competitions at Eden Court (1 and 2 September)  
Highland Military Tattoo at Fort George (9 to 11 September)  
Kirking of the Council at the Old High Church in Inverness City Centre (11 September)  
Halloween at Ness Islands (29 and 30 October)  
Civic Bonfire and Fireworks Display (5 November)  
Christmas Lights Parade (20 November)  
Ding Dong Merrily Old High (20 November)  
Winter Wonderland (16 to 18 December)  
Red Hot Highland Fling (31 December)

During discussion, the following comments were made:-

- Ms J Cuddy requested contact details of the organiser of the Jazz Festival to explore the possibility of a band playing in the Eastgate Centre which would coincide with the Bunkers Festival;
- in relation to the Golf Tournament, assurance was sought and received that arrangements were being made for the floral displays. It was also confirmed that that there would be welcome banners in the City Centre and the Ambassador scheme would return. Lastly, it was explained that there were no plans for a civic reception in the Town House due to attendees' lack of availability;
- there was a desire to offer teas and coffees in a covered seating area at the Highland Games and Gala. It was agreed that Mr F Parr would speak to the MS Therapy Centre Manager about tendering for this service;
- it was suggested that the owner of the Clansman Centre in Fort Augustus be approached to provide a film show and demonstration in the Clan Village and that the possibility be explored of organising a 'march of the Jacobites' at the Highland Games;
- preparations were being made for Inverness BID's Classic Vehicle Show on 14 May;
- there were various opportunities to work with local businesses and charities and maximise the event space at the Highland Games and

Gala and Ms J Cuddy sought to discuss these with The ARCHIE Foundation and the Highland Business Women's Club; and

- a meeting was sought with the organiser of the Exclusively Highland Craft Fair to ensure a range of traders as desired would be attending.

Thereafter, it was **AGREED** to delay the announcement of the Summer Festival Programme until feedback had been received from Ms J Cuddy on her discussions with The ARCHIE Foundation and the Highland Business Women's Club.

## 7. 2016/17 Budget Forecast

An update was provided at the meeting by the Events Manager on the budget during which he explained that, due to the Inverness Harriers 10k Road Race being postponed until 2017, the 2016/17 budget was reduced to £320k.

In regard to the 2015/16 budget, the Events Manager predicted the final outturn position to show an underspend of £12k.

The Working Group was invited to agree that £6k (£3k from the Inverness Common Good Fund 2014/15 budget and £3k from HIE) which was allocated for follow-up work in relation to the Charette be carried forward into the 2016/17 financial year. In this regard, Members sought and received assurance that various options were being investigated with partners, which included forming an arm's length organisation for Events and Festivals that would allow the opportunity to seek outside sponsorship and funding.

The budget position was **NOTED** and it was **AGREED** to carry forward £6k into the 2016/17 financial year.

## 8. Any Other Business

Ms J Cuddy informed the Working Group of the Inverness Floral Arts Group's plan to place nine floral displays around Inverness to celebrate the Queen's birthday. Following discussion regarding the locations for these floral displays it was **AGREED** that Ms J Cuddy would give Mr D Haas and Mr M Smith's contact details to the Inverness Floral Arts Group.

It was further suggested that opportunities for decorating areas of the Highland Games and Gala arena with floral displays be investigated.

## 9. Date of Next Meeting

It was **NOTED** that the next meeting would take place on Tuesday 26 July 2016 at 10.00 am.

The meeting ended at 11.50 pm.