

**City of Inverness Area Committee**

Minutes of Meeting of the **Events and Festivals Working Group** held in Committee Room 2, Town House, Inverness on Monday 18 September 2017 at 10.00 am.

**Present:**

Highland Council

Mr I Brown

Mr G Ross

Mrs T Robertson

Mrs E McAllister

Other Representatives

Ms A Wilson, Manager, Sales and Marketing Manager, Glenmoriston Town House (Inverness Hotels Association)

**Officials in Attendance:**

Mr G Reynolds, Inverness Events Manager

Miss J Green, Administrative Assistant, Corporate Development Service

**Business**

**1. Appointment of Chair**

It was **AGREED** to appoint Mr G Ross as Chair.

**2. Apologies for Absence**

Apologies for absence were intimated on behalf of Mr C Smith, Highland Council, Mr D Haas, Inverness City Area Manager, Highland Council, Ms P Burnett, Communications and Business Development Manager, Eden Court, Mr G Ambrose, CEO, Visit Inverness Loch Ness, Ms J Cuddy, Manager, Eastgate Shopping Centre and Mr M Smith, Manager, Inverness BID.

**3. Declarations of Interest**

There were no declarations of interest.

**4. 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.

**5. Minutes of Previous Meeting**

There had been circulated Minutes of the previous Meeting held on 13 February 2017 which were **NOTED**.

## 6. Matters Arising from the Minutes

In relation to the minutes of the previous meeting the Events Manager provided an update on the following areas:-

### Membership of the Working Group

Angela Wilson was welcomed to the meeting as the new representative of the Hotels Association.

### Merchandising

It was confirmed that work was ongoing in partnership with HLH to investigate opportunities for merchandising. In discussion, Members sought further information and expressed the desire for this to be implemented as soon as possible. Thereafter, it was **AGREED** that an update on the ongoing work in relation to merchandising would be presented to the next meeting.

### Inverness Highland Games / Gala Weekend

In relation to the Highland Games and Gala Weekend 2017 it was explained that the Birchwood Highland event had been cancelled due to low ticket sales; and that consultation with Ballifeary Community Council on the events at Bught Park had been ongoing throughout the summer. In this regard, Members were informed that a Bught Event Management Group was being set-up to manage the arrangements for events taking place in the Bught area.

In relation to the proposals for Games Weekend 2018, it was advised that the Gala would be held on Friday so that an event to celebrate the Year of Young People (subject to grant funding from EventScotland) could take place on Sunday.

### Hogmanay 2017

It was confirmed that the line-up for the 2017 would be Hò-rò and two former winners of the “Scottish Traditional Music Live Band of the Year Award” Skipinnish and Skerryvore with Craig Hill returning as compere. It was **NOTED** that a press release would be issued following the meeting.

### Programme of Events

It was confirmed that each Member of the Working Group would take a lead role on each of the events as follows:-

Callum Smith – Halloween Show  
Trish Robertson – Fireworks Display and Civic Bonfire  
Bet McAllister – Christmas Lights Switch On  
Ian Brown – Winter Wonderland  
Graham Ross – Red Hot Highland Fling Hogmanay Show  
Callum Smith – Inverness Gala

Provost Helen Carmichael – Highland Games

### **Caledonian Canal 2022 Update**

It was confirmed that the Chief Executive of Scottish Canals was Chair of the Committee on the Caledonian Canal 2022 and that Events Scotland had decided that instead 2020 would be the 'Year of Coasts and Waterways' and 2022 would be the 'Year of Scotland's Stories'.

### **Feedback from Spectators**

Thanks were expressed for the feedback received which was detailed in the report to the City of Inverness Area Committee on 13 September 2017.

#### **7. Final Accounts for 2016/17**

An update was provided at the meeting by the Events Manager during which he confirmed that the final accounts for 2016/17 showed a total spend of £319,982 which was £18 under budget. He confirmed that the City of Inverness Area Committee on 7 September 2017 had agreed a budget of £340,000 for 2018/19.

Thereafter, the position was **NOTED**.

#### **8. Budget for 2017/18**

An update was provided at the meeting by the Events Manager during which he forecasted a slight underspend in the 2017/18 budget, which was **NOTED**.

#### **9. Spring Festival**

An update was provided at the meeting by the Events Manager on the arrangements for the Spring Festival during which he explained a number of events which he had been asked to consider and support.

An infographic on managing complex change was tabled at the meeting which showed that a vision, skills, incentives, resources and an action plan were all essential elements of organising a successful event. Furthermore, the Events Manager explained that events in the City Centre needed to be self-sustaining and he outlined proposals for this including a trial event.

Following discussion, it was **AGREED** that more information about the street festival including costings of equipment be presented to the next meeting.

#### **10. Report to City of Inverness Area Committee 2017**

The Event Manager confirmed that the report to the City of Inverness Area Committee on 14 September 2017 was approved and that he had extended his thanks to the Members for their support. He advised that there had been some concern expressed at the meeting relating to the additional finance requested

but this had been approved once the obligations which were to be met by the Working Group had been highlighted.

During discussion, the following issues were raised:-

- it was important that all Members attended the events being staged;
- much of the expenditure undertaken by the Working Group was mandatory for licencing purposes due health and safety and security obligations;
- work was being undertaken by the Grants Sub-Committee to develop a strategy to promote the Common Good Fund;
- the intention was that there would be banners for events in the City Centre to advertise that they were sponsored by the Common Good Fund; and
- opportunities were being considered to maximise the benefit received from providing grant funding to organisations.

Thereafter, the position was **NOTED**.

#### **11. Announcement of Halloween Theme**

It was **NOTED** that the theme for the Halloween Show 2017 would be Underworld, which had been selected by Eden Court to fit together with their programme. In this regard, the potential for Eden Court's Digital Team to film events was being considered.

#### **12. Any Other Business**

The Events Manager informed Members that the 4 SCOTS Homecoming Parade would take place on Saturday 23 September 2017. In this regard, he advised that work was ongoing to introduce a fixed parade route in future.

Discussion then took place on the need to be proactive and develop things to do in the City Centre in the evenings during the tourist season.

#### **13. Date of Next Meeting**

The Working Group **AGREED** to meet quarterly on the following dates:-

Monday 30 October at 10.00 am  
Monday 11 December at 10.00 am

The meeting ended at 11.15 am.