

City of Inverness Area Committee

Minutes of Meeting of the **Events and Festivals Working Group** held in the 2nd Floor Committee Room, Town House, Inverness on Monday 12 June 2018 at 10.00 am.

Present:

Highland Council:

Mr G Ross
Mr I Brown
Mrs B McAllister
Mrs T Robertson
Mr C Smith

Other Representatives:

Ms J Cuddy, Manager, Eastgate Shopping Centre
Mr M Smith, Manager, Inverness BID
Ms R Hatfield, Youth Ambassador / Highland Youth Worker, Inverness High School

Officials in Attendance:

Mr D Haas, Inverness City Area Manager
Mr G Reynolds, Inverness Events Manager
Mrs A MacArthur, Administrative Assistant

Mr G Ross in the Chair

Business

1. Apologies for Absence

Apologies for absence were intimated on behalf of Ms J Murray and Mr M White.

2. Exclusion of the Public

Members **RESOLVED** that, under Section 50(A) 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 Paragraph 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 from the previous Meeting held on 16 April 2018 which were **NOTED**.

Matters arising from the minutes:

Item 5 Budget – There had been no unforeseen expenditure, particularly in regard to internal charges, to report.

Item 6 Winter Wonderland - the process of speaking to John Beaton should commence soon.

It was **AGREED** that the following people be assigned to the respective events for the forthcoming year:

New Year – Mr G Ross

The Highland Games – Mrs H Carmichael

Winter Wonderland – Mrs B McAllister

Fireworks – Mrs T Robertson

Halloween Show – Mr I Brown

Item 12 Event Management Plan – an Event Management Plan would be prepared for each additional event.

It was highlighted that a mechanism for dealing with proposed events which do not meet quality standards expected of events to be held on land in the ownership or control of the Council should be investigated.

Thereafter it was **AGREED** that a mechanism for dealing with proposed events which do not meet quality standards expected of events to be held on land in the ownership or control of the Council should be investigated.

5. 2018-19 Budget

The budget was very dependent on income from the Inverness Highland Games. Expenditure at the moment was 10% of the budget with the true figure not emerging until later in the year.

Thereafter, the Working Group **NOTED** the update on the 2018/19 budget.

6. 2018 Programme Inverness Highland Games and Gala

The Events Manager provided a verbal update on the progress to date regarding arrangements and events for the Inverness Highland Games and Gala. The Games would be held on the 21 July, the third Saturday in July. The Games Committee were on schedule with the organisation of the events and would be meeting again next week.

Thereafter, the Working Group **NOTED** the update.

7. Riverlights Update

The Events Manager stated that the consultants, namely Stuart Miller, had been working on the report for Riverlights and this was moving forward. Conversations were taking place with the University of the Highlands and Islands. Focus currently was on the event and acquiring the equipment itself, but it was likely that the event would possibly link to the October period or St Andrews Day in 2019.

The Riverlights Event could be incorporated into the Bicentenary celebrations for the Caledonian Canal. Richard Miller, the Director of Infrastructure at Scottish Canals had been appointed as Chairman of the Caledonian Canal Working Group 2022. With a senior member of their management team now looking after the start of the Caledonian Canal Project it was now likely to move forward. The link between the Events and Festivals Working Group and the Inverness UHI was important and was becoming stronger.

The Working Group **NOTED** the update.

8. Marketing and Merchandising Sub-Group

Mr C Smith advised that investigations had been taking place into the best method of marketing and as to whether this was done through internet sales or on-site sales. Various options were possible and a report was requested to inform the decision.

The Working Group **AGREED** that a report should be provided on the various marketing options available.

9. Polish Community Events

The Events Manager provided a verbal update on progress in relation to Polish Community Events.

The Working Group **NOTED** the update.

10. Bught Park Area Event Management Group

The Chairman explained that events in the Bught Park area impacted on local residents and that work was ongoing to develop an Event Management Plan which incorporated a meaningful and practical traffic management system.

The Working Group **NOTED** the update.

11. Polish Heritage Day

The Events Manager advised that the 10 November 2018 was the 100th anniversary of the founding of Poland, their Independence Day, and they intended to have a parade to celebrate. This parade would unfortunately coincide with the parade for the commemorative candle. The commemorative candle would be paraded from the Inverness Cathedral to Inverness Old

Church ready for Remembrance Day on the 11 November 2018. In order not to overstretch the Police, checks would have to take place to ensure that a high profile football fixture would not occur on the same day.

The Working Group **NOTED** the update.

12. Date of Next Meeting

The Working Group **NOTED** that the next meeting would be held on 30 July 2018 at 10.00 am in the 2nd Floor Committee Room, Town House, Inverness.

The meeting was closed at 2.55 pm.