

The Highland Council

Inverness City Committee City Events and Festivals Working Group

Minutes of Meeting held in the First Floor Committee Room, Town House, Inverness on Wednesday 6th May 2009 at 2pm

Present

Mr R Pedersen (Chairperson)
Mrs G Sinclair
Mr P Corbett
Mr F Parr

In attendance:

Rev. Peter Nimmo

Officials in attendance:

David Haas, Inverness City Manager **(DH)**
Douglas Wilby, Senior Community Learning & Leisure Officer **(DW)**
Gerry Reynolds, Recreation Officer (Events & Promotions) **(GR)**
Stefan Krause, BID Manager **(SK)**
Morven MacLeod, Senior Administrative Assistant **(M Mac)**

BUSINESS:

1. Apologies for Absence

Apologies for absence were intimated on behalf of Cathy Shankland

2. Kirking of the Council

This year's Kirking would take place on Sunday 13 September 2009 with the Service commencing in the Old High Church at 10.30am. The Service would be Ecumenical.

Rev. Nimmo and members noted the success of last year's 're-invented' Kirking of the Council and discussed ways in which this year's event could be enhanced and improved upon. The Group noted that the Kirk was happy with the format of the formal part of the event but discussed the need for additional events within the City Centre throughout the day to encourage participation from the wider community. It was suggested that market stalls be set up in the City Centre providing charities, voluntary organisations and some local producers the opportunity to display/sell goods.

It was **AGREED** that:

BID would

- design a proposal for market stalls and events in the City on the day/weekend; and
- review the set up and electricity costs for such an event and confirm that these costs would be covered by BID. **(SK)**

Highland Council would

- invite the Northern Constabulary pipe Band to attend the event **(GR)**;
- design and produce order of service and invitation; **(GR, M Mac)**

- invite MPs and MSPs; and **(GR, M Mac)**
- ask the Museum and Archives section if there is any background information/history on the Kirking that would help with the format of the day **(GR)**

3. Inverness Festivals 2009

i. Programme

This year's Summer Festival would run from the Highland Games (18 July) through until the Kirking of the Council (13 September).

The Winter Festival would run from Halloween (31 October) until Hogmanay (31 December)

GR informed members that the Inverness Festivals website (www.invernessfestivals.org) had been updated and he was reviewing the possibilities and costs of producing a Summer Festival leaflet to incorporate Highland Games information.

The BID Board was considering the option of providing 8 banner spaces on the High Street, free of charge to the Summer Festival. This would include the production of the banners, erection and dismantling and the normal hire fee of the lamppost. However this would result in a loss of revenue income totalling £4,500. Stefan Krause would report back to the Working Group with the Board's decision.

ii. Budget

The overall budget from the Common Good Fund was £250,000.

It was **AGREED** that management accounts should be prepared to monitor the ongoing income and expenditure of the Festivals. **(DW)**

iii. Administrative and production support

On enquiry by members Douglas Wilby informed the Group that there was a system in place within the ECS Service to provide appropriate administrative support to the Recreation Officer (Events & Promotions).

It was **AGREED** that:

- a plan for dedicated administrative support would be drawn up **(DW)**;
- a production team with dedicated functions for each of the events was required **(GR)**;
- Gordon Fyfe would be invited to the next meeting to discuss event publicity.

iv. Links with 3rd Party Organisations

GR was working with BID and the local Churches. The Provost had met with the

Provost of St Andrew's Cathedral.

4. Event Management and Delivery

Members gave support to the establishment of an events company for the delivery of events in Inverness as a potential option.

It was **AGREED** that:

- a draft of the report would be prepared, discussed with the Administration and circulated to Councillors on the Group. **(DW)**

5. Big Man Walking

The Highland Games had been offered 'The Big Man Walking' – a Puppet Lab project featuring a 30ft man, at a cost of £5,000.

It was **AGREED** not to take the project, on the basis that the Highland Games budget had already been allocated and there were no extra funds available. **(GR)**

6. Christmas Lights

This year's event would take place on a Sunday afternoon in order to maximise the opportunities to engage with the wider community.

Rev Nimmo suggested that the Old High Church host a Civic Christmas Carol Singing Service linked into the Christmas Lights Switch On.

Lights for the Victorian Market would be leased by BID for 4 years

It was **AGREED** that Gerry Reynolds and Rev Nimmo would meet to discuss opportunities for working together. **(GR)**

7. AOB

Parks for People Application

DW confirmed that an application had been submitted to HLF and that they were awaiting initial feedback in order to move on to the next stage. This would be a long term project and would be subject to various application stages.

The application had been submitted on the basis that this was what the Working Group had previously requested.

It was **AGREED** that a copy of the application would be circulated to the Festivals Working Group **(DW)**

