

## **EVENTS AND FESTIVALS WORKING GROUP**

**Minute of Meeting held in the 1<sup>st</sup> Floor Committee Room, Town House on Friday, 27 June 2014 at 3.00pm**

### **Present**

Highland Council

Mrs G Sinclair

Mr G Ross

Mr F Parr

Mr H Wood

### Other representatives

Ms I Davies

### Also in attendance

Mr G Reynolds, Events Officer

Mrs T Bangor-Jones, Administrative Assistant

## **1. Apologies**

Apologies for absence were intimated on behalf of Mr M Smith, Ms J Cuddy, Mr C Marr and Mr D Haas.

## **2. Declarations of Interest**

There were no declarations of interest.

## **3. 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.

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

There had been circulated Minutes of the Meeting of the Working Group held on 25 April 2014 which were **NOTED**.

## **5. Events Officer Report**

It was confirmed that, as previously reported, the 2013/14 had come in under budget. In response to a question, it was also confirmed that any underspend would not be carried forward to the next financial year.

Thereafter, Members discussed the forthcoming events and festivals and how best to maximise the available budget.

## **6. Update on 2014 Events and Festivals Budget**

An update was provided at the meeting by the Events Officer on the 2014 Events and Festivals Budget which was **NOTED**.

## **7. Procurement**

An update was provided at the meeting by the Events Officer with regard to the Highland Council Procurement Service. It was highlighted that, the Events and Festival Working Group was not able to purchase items of merchandise using the procurement service.

Members further discussed how best to take forward merchandising for future events.

## **8. Date of Next Meeting**

It was **NOTED** that the next meeting would be held on Friday, 29 August 2014 at 3 pm in the Town House, Inverness.

The meeting ended at 4.35 pm