

**City of Inverness Area Committee**

Minutes of Meeting of the **Events and Festivals Working Group** held remotely on Monday, 28 June 2021 at 2.00 am.

**Present:**

**Highland Council:**

Mr I Brown  
Mrs I Mackenzie  
Mr D Macpherson

**Non-Members in Attendance:-**

Mrs C Caddick  
Mr K Gowans  
Mrs T Robertson

**Other Representatives:**

Mr M Smith, Manager, Inverness BID  
Mr Adam Coleman, Head of Strategic Development & Partnership  
Ms J Cuddy, Manager, Eastgate Shopping Centre

**Officials in Attendance:**

Mr D Haas, Inverness City Area Manager  
Mr M MacDonald, Corporate Improvement Project Manager  
Ms F Hampton, HLH (Management and Admin)  
Mrs A MacArthur, Administrative Assistant, Performance and Governance

**Preliminaries**

Members unanimously agreed that Mr Ian Brown chair the meeting.

**Business**

**1. Apologies for Absence**

Apologies for absence were intimated on behalf of Mr C Smith, Mr J Mackenzie-Blackman and Mr M Whyte.

**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 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 from the previous Meeting held on 15 March 2021, the terms of which were **NOTED**.

### 5. **Update on CIAC Report**

There was re-circulated Report No CIA/19/21 dated 12 May 2021 by the Executive Chief Officer, Transformation. All the recommendations from the report had been agreed at CIAC and Highlife Highland (HLH) had now been appointed as the Managing Agent. The Inverness City Area Manager remaining as the responsible officer for the Council.

A presentation was then given by Fiona Hampton from HLH.

Ms Hampton outlined the way forward and stated that the interviews for the post of Events Development Manager were scheduled to be held on 5 July 2021.

The immediate focus would be to review Scottish Government and industry guidelines for planning and hosting events and festivals and to look at key dates for a route map for the easing of restrictions.

Four core events had been scheduled for this year and a further event for 2022 and these would be the key focus for the Events Development Manager.

On a query re the switching on of the Christmas Lights, it was intended that this would be held, in some form, on Sunday, 21 November 2021.

It was understood that events may go ahead but these would not be in the previous format and would likely be on a smaller scale.

In contrast to the firework event which could go ahead with little notice, the Hogmanay event had previously taken a lot of planning. Planning the Hogmanay event had started in January last year for last year's event, which had to be cancelled due to COVID-19. The key in all these events was the risk and if Covid guidelines allowed these events to go ahead.

Members thanked Ms Hampton for her presentation.

Thereafter, the Working Group **NOTED** the updated information on the report to the CIAC and **AGREED** that Ms Hampton would circulate the Job Description and the Person Specification for the post of Events Development Manager to Working Group Members.

### 6. **Financial Monitoring**

There was circulated Report No E&F/01/21 by the Inverness City Area Manager dated 6 June 2021. The report sets out the revenue monitoring position for the

period 31 May 2021 and showed the actual expenditure to date.

The Inverness City Area Manager advised that due to the Covid-19 emergency period and the suspension of events and festivals, there had been no spend.

Looking forward there would be a financial breakdown of each event and overall detailed costings for each event would be brought back to the Working Group with a final report brought to the CIAC at the end of the year.

The Working Group **AGREED** to the monitoring format proposed within the terms of the report and **NOTED** the revenue monitoring position to 31 May 2021.

#### **7. Date of Next Meeting**

The Working Group **NOTED** that the date of the next meeting would be Monday 9 August at 2.00 pm.

#### **8. Any other business**

The next meeting in August would include an introduction to the new Events Development Manager.

Mr Coleman recognised the complexities that faced everyone currently within the events sector. Eden Court were to deliver "Under Canvas" in three days' time with three months of activities. There was a financial risk but the public response was encouraging and showed there was an appetite for events.

The Inverness City Area Manager advised that discussions were ongoing in relation to this year's Remembrance Day event and Kirking of the Council, with the intention that both events would go ahead in after consultation with relevant parties and in line with COVID-19 Guidance. .

The meeting closed at 14.40 pm.