

# Supplementary Agenda



## Cultural Committee

**Date:** Monday, 28 May 2018

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**Time:** 10:00

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**Venue:** Council Chambers,  
Clydebank Town Hall, Dumbarton Road, Clydebank

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**Contact:** Craig Stewart, Committee Officer  
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Dear Member

### ITEM TO FOLLOW

I refer to the agenda for the above Meeting of the Cultural Committee which was issued on 16 May 2018 and now enclose a copy of the undernoted report which was not available for issue at that time.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Note referred to:-

**10 EVENTS**

**89 – 91**

Submit report by the Strategic Lead – Environment & Neighbourhood providing an overview of existing events and requesting consideration of the potential to develop new small scale events across West Dunbartonshire.

Distribution:-

Bailie Denis Agnew (Chair)  
Provost William Hendrie  
Councillor Diane Docherty (Vice Chair)  
Councillor John Millar  
Councillor Brian Walker

Chief Executive  
Strategic Director of Transformation & Public Service Reform  
Strategic Director of Regeneration, Environment & Growth  
Chief Officer of West Dunbartonshire Health & Social Care Partnership

Date of issue: 23 May 2018

**WEST DUNBARTONSHIRE COUNCIL****Report by Strategic Lead – Environment & Neighbourhood****Committee: Cultural Committee****28 May 2018**

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**Subject: Events****1. Purpose**

- 1.1 The purpose of this report is to provide the Cultural Committee with an overview of existing events and to consider the potential to develop new small scale events across West Dunbartonshire.

**2. Recommendations**

- 2.1 The Committee is asked to note the content of this report.
- 2.2 The Cultural Committee is asked to agree that this Committee explores the facilitation of a number of self-financing, small scale bespoke events through the creation of various Member/Officer working groups. Should there be a requirement for any expenditure that is currently not budgeted; a report would be brought to the appropriate Council meeting.

**3. Background**

- 3.1 At present the Council has an events programme consisting of a range of events which have been in place for a number of years.
- 3.2 When West Dunbartonshire Leisure Trust (WDLT) was established existing event management was transferred. West Dunbartonshire Council still control the event programme and WDLT provide the operational delivery.
- 3.3 The core events over the year comprise of:
- Pro-am Golf at Dalmuir Golf Course
  - The Scottish Pipe Band Championships at Levensgrove Park
  - Loch Lomond Highland Games at Moss O'Balloch
  - Fireworks Displays at Dalmuir Park and Levensgrove Park
  - Christmas Lights switch on in Alexandria and Dumbarton

**4. Main Issues**

- 4.1 The current programme operates well and offers a range of activities across the authority for both residents and visitors.

- 4.2 The new Culture Committee may wish to consider exploring a number of small scale events that would predominantly be self-financing, where the Council would operate as a facilitator to outside organisations wishing to bring a range of bespoke events. Should there be a requirement for any expenditure that is currently not budgeted; a report would be brought to the appropriate Council meeting.
- 4.3 The exploration of these opportunities could be best delivered through short life working groups consisting of Members and Officers.
- 4.4 Following the creation of WDLT the Council transferred employees with knowledge and experience of event management into their service. There is currently no employee resource within the council responsible for delivering events.

## **5. Options Appraisal**

- 5.1 An option appraisal would be undertaken on each of the proposals during development to consider the audience that will be targeted and the financial viability.

## **6. People Implications**

- 6.1 As stated there are no dedicated Council resources associated with event development.

## **7. Financial and Procurement Implications**

- 7.1 At present the existing events programme is delivered through an approved Revenue Services budget which covers the costs of events.
- 7.2 The aim in delivering any new events would be to ensure they are self-financing or income generating. Funding may be required to provide employee capacity for exploration and delivery of events. This will be identified following a meeting of the member officer working group and if appropriate reported to a future council meeting.
- 7.3 Should there be a requirement for any expenditure that is currently not budgeted; a report would be brought to the appropriate Council meeting.
- 7.4 There have been no procurement issues identified at this time. Should new events be established procurement requirements will be considered.

## **8. Risk Analysis**

- 8.1 There are no specific risks identified with exploring event opportunities. Any new events will be fully risk assessed as part of their development.
- 8.2 Full Risk Assessments are carried out for all existing events.

**9. Equalities Impact Assessment (EIA)**

**9.1** A screening report has been carried out and there are no specific EIA issues to be considered.

**10. Consultation**

**10.1** Consultation on any new events will be carried out through the Member/Officer working groups.

**11. Strategic Assessment**

**11.1** The current programme and development of any new events aim to meet the strategic objectives of the authority.

**Ronnie Dinnie**

Strategic Lead - Environment & Neighbourhood

Date: 17 May 2018

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<b>Appendices:</b>	None
<b>Background Papers:</b>	None
<b>Wards Affected:</b>	All Wards