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**To: Finance & Resources Policy Board**

**On: 27 January, 2016**

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**Report by: Director of Finance & Resources**

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**Heading: Civic Hospitality**

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**1. Summary**

**1.1** The following requests for civic hospitality have been received for financial years 2015/16.

- a) Correspondence was received from Dates-n-Mates Renfrewshire to request a civic reception to launch this new Renfrewshire wide service for people with learning disabilities to meet new people and help gain confidence. This launch event was held on Friday 15<sup>th</sup> January at Johnstone Town Hall. Following consultation with the Provost, it was agreed that the Council give this reception at a cost of £500 which was met from the current budget and the Director of Finance & Resources in consultation with the Provost made the necessary arrangements for appropriate civic hospitality to be provided. The Board is asked to homologate the action taken.
- b) A letter dated 15<sup>th</sup> December was received from Glasgow Kelvin College to request a civic reception to accompany their Paisley Pattern Fashion Show, which was held on Friday 22<sup>nd</sup> January. Glasgow Kelvin College is funded by the UK India Education Research Initiative (UKIERI) who, with their partners in India, designed this 'East meets West' Fashion Show. Following consultation with the Provost, it was agreed that the Council give this reception at a cost of £1,000 which was met from the current budget and the Director of Finance & Resources in

consultation with the Provost made the necessary arrangements for appropriate civic hospitality to be provided. The Board is asked to homologate the action taken.

- c) The Soroptimist International of Paisley is holding a dinner to mark the 70<sup>th</sup> anniversary of Soroptimism in Paisley. The Council has been asked to provide civic hospitality in the form of a drinks reception prior to their dinner. To mark this event it is proposed that the Council hosts a civic reception for around 100 people at a cost of approximately £400 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
- d) Erskine Hospital is holding an event to mark the Centenary celebration of the agreement at the City Chambers in Glasgow on 29<sup>th</sup> March 1916 to form Erskine Hospital. The Council has been asked to provide civic hospitality in the form of a drinks and canapé reception for around 250 people. To mark this event it is proposed that the Council hosts a civic reception at a cost of approximately £4,500 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
- e) In 2016 it falls to the PAs and Secretaries to Chief Executives of Scottish Local Authorities group to hold their 19<sup>th</sup> Annual Seminar within Renfrewshire. The Council has been asked to provide civic hospitality in the form a wine reception prior to the networking dinner at the Lynnhurst Hotel on Thursday 25<sup>th</sup> August 2016. To mark this event it is proposed that the Council hosts a civic reception for around 20 people at a cost of approximately £200 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
- f) East Renfrewshire Council has been working in conjunction with Renfrewshire Council to produce a Holocaust Memorial Service on Saturday 23<sup>rd</sup> January, 2016. Renfrewshire Schools were invited to participate by producing a dramatisation piece in conjunction with an Arts Development Worker from East Renfrewshire. Invitations were also extended to the head boy and girl from each of the secondary schools along with all Councillors. Following consultation with the Provost, it was agreed that the Council would co-host this service and contribute £1,350 towards the Service and hospitality arrangements which was met from the current budget and the Director of Finance & Resources in consultation with the Provost made the necessary arrangements for appropriate civic hospitality to be provided. The Board is asked to homologate the action taken.

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## 2. Recommendations

- 2.1 That the Board agrees to: (a) provide civic hospitality for the Soroptimists International of Paisley, Erskine Hospital and the PAs and Secretaries to Chief Executives of Scottish Local Authorities group, and (b) that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided.
- 2.2 That the Board homologates the action taken in respect of the civic receptions for Dates-n-Mates Renfrewshire, Glasgow Kelvin College (UKIERI) and the Holocaust Memorial Service held jointly with East Renfrewshire Council.
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## Implications of the Report

1. **Financial** – The costs of the request from civic hospitality will be met from the current budget
  2. **HR & Organisational Development** – None
  3. **Community Planning** – Civic receptions provide recognition of the contributions made by individuals and organisations to the fabric of life in Renfrewshire.
  4. **Legal** - none.
  5. **Property/Assets** - none.
  6. **Information Technology** – none
  7. **Equality & Human Rights**  
  
(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
  8. **Health & Safety** - none
  9. **Procurement** - none
  10. **Risk** – none
  11. **Privacy Impact** - none.
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## List of Background Papers

- (a) Background Paper 1 – Correspondence Received 4<sup>th</sup> December 2015
- (b) Background Paper 2 – letter dated 15<sup>th</sup> December 2015

The foregoing background papers will be retained within Finance & Resources for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is Donna Gallagher, Member Services Officer (Telephone – 0141 618 6794, e-mail – donna.gallagher-pt@renfrewshire.gov.uk

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