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**To: Finance, Resources & Customer Services Policy Board**

**On: 30 January 2019**

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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 2018/19 and 2019/20.

- a) Correspondence has been received from MND Scotland to take a table at their annual ball being held in the Radisson Blu Hotel, Glasgow, on Friday 8 March 2019. MND Scotland are a charity organisation, supporting people living in Renfrewshire and beyond who have Motor Neurone Disease.

Following consultation with the Provost, it proposed that the Board agree to take a table at MND Scotland's Ball at a cost of £700 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- b) Correspondence has been received from the 30<sup>th</sup> Paisley & District Scout Group to request civic hospitality in the form of an evening meal for their volunteers past and present in celebration of their 60<sup>th</sup> anniversary which will take place at the Glynhill Hotel on Friday 29 March 2019.

- c) Following consultation with the Provost, it proposed that the Board agree to provide civic hospitality in the form of an evening meal for approximately 60 an estimated cost of £1800 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
- d) Correspondence has been received from the Scottish Huntington's Association requesting civic hospitality to celebrate their 30<sup>th</sup> Anniversary. The charity whose Headquarters are based in Paisley, was initially established by families living with Huntington's Disease with the goal of setting up specialist family support services.

Following consultation with the Provost, it is proposed that the Board agree to provide civic hospitality in the form of a hot buffet for approximately 70 at the Glynhill Hotel in May 2019, at an estimated cost of £2000 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- e) Correspondence has been received from the Paisley Philharmonic Choir in relation to their 30<sup>th</sup> Anniversary year requesting some civic hospitality to accompany a dinner that they are planning to hold at the Glynhill Hotel for approximately 100 people.

Following consultation with the Provost, it is proposed that the Board agree to provide civic hospitality in the form of a drinks reception for approximately 100 people at the Glynhill Hotel on 24 May 2019, at an estimated cost of £400 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements

- 1.2 The budget provision for 2018/19 for Civic Hospitality (including international Links) is £46,460. Should the above be agreed the remaining balance would be approximately £11,760.40. The budget provision for 2019/20 for Civic Hospitality has yet to be agreed.

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## **2. Recommendations**

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above for the 30<sup>th</sup> Paisley & District Scout Group, Scottish Huntingtons Association and the Paisley Philharmonic Choir; (b) take a table at the MND Ball; and (c) that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
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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 and the 2019/20 budget provision.
  2. **HR & Organisational Development** - None
  3. **Community/Council 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.
  12. **Cosla Policy Position** – not applicable
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## List of Background Papers

- (a) Background Paper 1 – Correspondence from MND Scotland
- (b) Background Paper 2 – Correspondence from 30<sup>th</sup> Paisley & District Scout Group
- (c) Background Paper 3 – Correspondence from Scottish Huntingtons Association
- (d) Background Paper 4 – Letter from Paisley Philharmonic Choir

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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