



To: Finance & Resources Policy Board

On: 13th May 2015

Report by: Director of Finance & Resources

Heading: ***Civic Hospitality***

1. **Summary**

1.1 The following requests for civic hospitality have been received for the financial year 2015/16:-

a) **Quarrier's Volunteer Awards Event**

Quarriers is holding its Volunteer Awards Event and Dinner on 9th June 2015 in Paisley Town Hall and has asked the Council to provide civic hospitality in the form of a drinks reception for approximately 150 persons prior to the Dinner.

Following consultation with the Provost, it is proposed that the Council agree to host a civic reception at an estimated cost of £500 and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements for appropriate civic hospitality to be provided.

b) **The Boys' Brigade**

The Paisley & District Battalion of the Boys' Brigade has asked the Council to provide a civic reception to mark the presentation of the Queen's Badge Certificates and Duke of Edinburgh Gold Award Certificates in September, 2015. The Council has supported this event in previous years and, following consultation with the Provost, it is proposed that the Council provide a buffet and soft drinks reception at a cost of approximately £800, and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements for appropriate civic hospitality to be provided.

c) Study Visit by Staff from Gladsaxe

A visit by a delegation of five staff from the Municipality of Gladsaxe to Renfrewshire took place on 15th and 16th April to allow an exchange of experience and ideas relating to education, particularly in respect of the Curriculum for Excellence and adult education in comparison to Denmark.

Following consultation with the Provost, it was agreed that the Council host a dinner on 15th April 2015 at the Watermill Hotel at a cost of £250 to mark the visit and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements. The Board is asked to homologate the action taken.

d) NASA Mission Discovery

The programme, Mission Discovery Basic Training, will again be held in Paisley Town Hall from 29th June to 3rd July 2015. During this period a group of astronauts, astronaut trainers and rocket scientists will spend the week working with up to 180 senior secondary school pupils from across Renfrewshire with the aim of designing a real-life experiment to be launched into space.

Mission Discovery was open to students of STEM (science, technology, engineering and maths) subjects, providing an opportunity to enhance their studies and lay the foundations for a future career in maths and the sciences.

Following consultation with the Provost, it is proposed that the Director of Finance & Resources liaise with Children's Services to provide civic hospitality at a cost of approximately £1000.

e) Classrooms for Malawi – Charity Ball

Twenty-nine members of staff from across Renfrewshire Council will travel to Malawi in September 2015 to build educational facilities with the charity Classrooms for Malawi. To raise funds, the group are holding a Charity Ball in Mar Hall on 12th June 2015 and had requested that the Council host a table of 10 at a cost of £550, which would be met from within the current budget.

Following consultation with the Provost, it is proposed that the Council be represented at the Ball by up to five elected members and partners and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.

f) Trail of the Caribou Research Group

A party from a Research Group called the Trail of the Caribou will be in the Paisley area on 17th May 2015 visiting the graves of the Newfoundland Regiment Soldier's that are buried there from the First World War. The Group exists to remember what Newfoundlanders did in service to their country in the First World War.

Following discussion with the Provost it was agreed that, to mark this event, the Council would provide tea/coffee for the Group at a cost of approximately £100 and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements. The Board is asked to homologate the action taken.

g) RAMH 25th Anniversary

RAMH celebrates its 25th Anniversary in 2015 and has requested a civic reception to mark the anniversary of 25 years and to present the Volunteer Friendly award to their Lifeskills project.

Following consultation with the Provost, it was agreed that the Council host a civic reception for RAMH on 21st May 2015 in the form of a drinks reception and finger buffet for approximately 50 people at a cost of approximately £800 and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements. The Board is asked to homologate the action taken.

2. Recommendations

- 2.1 That the Board agrees to provide civic hospitality for the Boys' Brigade, Quarrier's Volunteer Awards Event, Classrooms for Malawi – Charity Ball and NASA Mission Discovery and 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; and

- 2.2 That the Board homologates the action taken by the Director of Finance & Resources in respect of the Study Visit by Staff from Gladsaxe, the Trail of the Caribou Research Group, and the RAMH 25th Anniversary.

Implications of the Report

1. **Financial** - As detailed in the report.
2. **HR & Organisational Development** - *None*
3. **Community Planning** –

Empowering our Communities - 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*

List of Background Papers

- (a) Background Paper 1 – e-mail dated 10th February 2015
- (b) Background Paper 2 – letter dated 20th February 2015
- (c) Background Paper 3 – e-mail dated 16th February 2015
- (d) Background Paper 4 – e-mail dated 22nd April 2015
- (e) Background Paper 5 – e-mail dated 23rd March 2015
- (f) Background paper 6 – e-mail dated 21st April 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 *Ewan Coventry, Democratic Services Officer* (Telephone- 0141 618 7108, e-mail - ewan.coventry@renfrewshire.gcsx.gov.uk)

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