
To: Finance & Resources Policy Board

On: 24 August 2016

Report by: Director of Finance & Resources

Heading: Civic Hospitality

1. Summary

1.1 The following requests for civic hospitality have been received for financial years 2016/17.

- a) The French Consulate in Edinburgh had asked the Council to provide a civic reception to mark the presentation of the Legion D'honneur medals to five Veterans. This distinction is France's highest military honour which is awarded in recognition of both military and civilian merit. On the 70th anniversary of D-Day in June 2014, the French President announced that this distinction would be awarded to all British veterans who fought for the liberation of France during the Second World War.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to host a civic reception on Wednesday, 13th July 2016 at Paisley Town Hall in the form of an afternoon tea for 60 people at a cost of £1000. The Board is asked to homologate the action taken.

- b) A request was received from the Tannahill/McDonald club to hold a small civic reception for approximately 30 to mark the occasion of the 250th anniversary of Alexander Wilson's birth.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to host a civic reception on Wednesday, 6th July 2016 at Paisley Museum in the form of a drinks reception and finger buffet at a cost of £300. The Board is asked to homologate the action taken.

- c) A request was received for civic hospitality for a delegation of Cossack wrestlers who are appearing at the World Pipe Band Championships in August and will be visiting Renfrewshire after the event.

Following consultation with the Provost, the Director of Finance & Resources, to mark the occasion, made the necessary arrangements to provide civic hospitality in the form of a buffet lunch on 16 August 2016 at a cost of £200. The Board is asked to homologate the action taken.

- d) Correspondence was received from Johnstone Wheelers to request Civic Hospitality to mark the occasion of the 90th anniversary of the formation of the Club. They plan to mark the occasion by holding a dinner on Saturday 1st October, 2016 at Johnstone Town Hall and request Civic Hospitality in the form of a drinks reception prior to the meal for 130 people.

It is proposed that the Board agrees to provide this civic hospitality at the cost of approximately £500 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- e) A letter has been received from St Vincent's Hospice in relation to their charity ball on Friday 7th October, 2016 at the Crowne Plaza Hotel, Glasgow. They have requested that the Council consider hosting a table of 10 at a cost of £800.

It is proposed that the Board agrees to host a table and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.

- f) An email has been received advising that the launch of Scottish Interfaith Week 2016 will be held in Paisley Town Hall on Sunday 13th November, 2016. A request has been received to provide Civic Hospitality for this event from the Renfrewshire Interfaith Group for approximately 100 people.

It is proposed that the Board agrees to provide a contribution towards this hospitality at a cost of approximately £1500 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- g) A letter has been received from Johnstone Bowling Club in relation to the 125th anniversary of their Club. They have requested that the Council consider a civic reception in the form of a meal at Johnstone Bowling Club for approximately 80 people at the cost of £1000.

It is proposed that the Board agrees to provide this civic hospitality and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.

- h) A letter has been received from Lorraine McArthur to request civic hospitality in the form of a drinks and canapés to coincide with the renaming of a room in the Tweedie Hall in memory of Mary McGettrick and Tina Johnstone, formally of the Linwood Management Committee.

It is proposed that the Board agrees this request for civic hospitality at the cost of £750 and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.

2. Recommendations

- 2.1 That the Board agrees to: (a) take a table at St Vincent's Charity Ball and provide civic hospitality to Johnstone Wheelers, Renfrewshire Interfaith Group, Johnstone Bowling Club and for the renaming ceremony within Tweedy Hall 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 the Legion D'honneur medal presentations, Russian sports representatives and 250th Anniversary of Alexander Wilson's birth.
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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 24th June 2016
- (b) Background Paper 2 – Correspondence Received 24th February 2016
- (c) Background Paper 3 – Correspondence Received 30th June 2016

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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