
To: Finance & Resources Policy Board

On: 25 January, 2017

Report by: Director of Finance & Resources

Heading: Provost's Community Awards 20th Anniversary and requests for Civic Hospitality

1. Summary

Provost's Community Awards 20th Anniversary

- 1.1 The Provost's Community Awards was established in March, 1997 to recognise the contribution and/or achievement made by individuals in the local community. Since 1997 the Awards have developed with positive support from the private sector in terms of sponsorship. In addition representatives of the business community have worked closely with the Council by taking part in the panel with elected members in administration of the Awards.
- 1.2 In 2001 the Council agreed an annual budget provision of £5,000 to maintain this prestigious event in the Council calendar. Over the last few years this award ceremony has continued its success with the addition of the Provost's Distinction Certificates complementing the event and a growing number of attendees. The budget for this event has remained the same since 2001.
- 1.3 It is proposed that in recognition of these Awards reaching their 20th anniversary that the Board consider that an additional sum of £6,000 be allocated towards the cost of this year's ceremony from the existing civic hospitality budget.

Civic Hospitality

- 1.4 The following requests for civic hospitality have been received for financial years 2016/17 and 2017/18.
- a) Correspondence was received from the Chairman of the organising committee of the Glynhill Ladies International Curling Championships to request civic hospitality to mark their 10th anniversary in Renfrewshire which was held on Saturday 21st January 2017. Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to host a civic reception at the Glynhill Hotel in the form of an evening meal for approx 100 people at a cost of £2500. The Board is asked to homologate the action taken.
 - b) East Renfrewshire Council had been working in conjunction with Renfrewshire Council to produce a Holocaust Memorial Service which was held on Tuesday 24th January. Renfrewshire Schools were invited to participate by providing music and readers for the event. 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 a cost of £1,250 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.
 - c) A request from Renfrewshire Seniors Forum has been received. In 2017 the forum will mark their 30th anniversary and would like some civic hospitality to mark the occasion. Following consultation with the Provost it is proposed that the Board agree to provide civic hospitality in the form of afternoon tea for approximately 50 people on Friday 10 March 2017 in the Loggia suite at Paisley Town Hall at the cost of approximately £1,000 and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.
 - d) A request for civic hospitality has been received in relation to a recognition lunch for members of the Social Work Complaints Review Appeals Panel. This panel was established in 1996 and gives impartial consideration to complaints made by clients in receipt of Social Work services. The Scottish Parliament has passed legislation which abolishes the existing Social Work complaints process including the Review Appeals Panel from 1 April 2017. It is proposed that the Board agree to provide civic hospitality in the form of a lunch at the Glynhill Hotel for

approximately 10 people in February 2017 at the cost of approximately £275 and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.

- e) The National Records of Scotland (NRS) will be holding their Annual Registration Seminar in Renfrewshire for the first time on 23 November 2017 in the Glynhill Hotel, Renfrew. The seminar deals with current registration topics but there is also an opportunity to showcase Renfrewshire. There will be approximately 80 delegates made up of Senior Registrars and their Managers representing all Scottish local authorities and the seminar is attended by the Registrar General and his Depute. The Registration service deals with Birth, Deaths and Marriages and is operated by Councils on behalf of NRS.

Following consultation with the Provost it is proposed that the Council contribute £1,000 from the 2017/18 budget towards the cost of this reception, and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- f) The Tannahill/MacDonald Club will be holding a bicentenary celebration to mark the birth of the poet and author Hugh MacDonald who lived and worked in Paisley. They have requested that the Council consider providing civic hospitality in the form of a finger buffet at Lapwing Lodge on Tuesday 4 April 2017 for approx 50 at a cost of £750. It is proposed that the Board agree to provide this civic hospitality and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.
- g) Paisley & District Schools' Football Association has requested civic hospitality for players and officials for their Under 18s Scotland vs England International. The match will take place on Friday 3 March, 2017. The cost to provide a lunch for approximately 70 people at St Mirren Stadium will be £1400. It is proposed that the Board agree to provide this civic hospitality and that the Director of Finance & Resources in consultation with the Provost make the necessary arrangements.
- h) A motion was passed at the Council Meeting held on 15 December 2016 to grant the Freedom of Renfrewshire to 102 Field Squadron in respect of their work for the benefit of the people of Renfrewshire. A celebratory event which will recognise their achievement will take place as part of the Provost's Community Awards which are being held at the Normandy Hotel, Renfrew on Friday 3 March 2017. The cost to provide a three course evening meal for the 120 guests will be £4100

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

- 1.2 The budget provision for 2016/17 for Civic Hospitality (including international Links) is £46,334.60 and for the Provost's Community Awards £5000. Should the above be agreed the remaining balance would be approximately £17,524.
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2. Recommendations

- 2.1 That the Board agrees an additional contribution of £6,000 towards this year's Provost's Community Awards from the civic hospitality budget.
- 2.2 That the Board agrees to: (a) provide civic hospitality to Renfrewshire Seniors Forum, the Social Work Complaints Review Panel, NRS Registration Seminar, the Tannahill/MacDonald Club, Paisley & District Schools' Football Association and 102 Field and (b) that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
- 2.3 That the Board homologates the action taken in respect of the civic hospitality for Glynhill Ladies International Curling Championships and the contribution towards the Holocaust Memorial Service.
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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 from Glynhill Ladies Curling Club.
- (b) Background Paper 2 – Correspondence from Renfrewshire Seniors Forum.
- (c) Background Paper 3 – Correspondence from Paisley & District Schools' Football Association.
- (d) Background Paper 4 – Correspondence by email in relation to the Civic Request for the Social Work Review Complaints Panel.
- (e) Background Paper 5 – Correspondence by email in relation to the contribution towards the NRS Registration Seminar.

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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