
To: Finance, Resources and Customer Services Policy Board

On: 14 September 2023

Report by: Director of Finance and Resources

Heading: Civic Hospitality

1. Summary

1.1 The following requests for civic hospitality have been received for the financial year 2023/24.

- a) In celebration of the 300th Anniversary of the Weaver's Cottage in Kilbarchan, it was proposed that a civic reception in the form of a three-course lunch for 13 people be held at the Bowfield Hotel & Country Club in order to show appreciation to the volunteers who maintain this historic building and showcase Renfrewshire's proud weaving heritage.

Following consultation with the Provost, the Head of Corporate Governance used his delegated authority to approve the request and made the necessary arrangements for a lunch on 1st August 2023 at the cost of £328.25.

- b) Correspondence was received from the Johnstone & District Bowlers Association suggesting the possibility of a contribution towards their 75th Anniversary celebrations. It was suggested that Civic hospitality in the form of a buffet for 70 people be provided at Arthurlie Bowling Club on Saturday 22nd July 2023.

Following consultation with the Provost, the Head of Corporate Governance used his delegated authority to approve the request and made the necessary arrangements for a contribution of £1000 towards the cost of their celebratory meal.

- c) Correspondence has been received from Jazzle Dazzle Dance School suggesting the possibility of a civic reception to celebrate the groups recent international success in America. Jazzle Dazzle is a Renfrew based dance school who participated in the All-star World Dance

Championships achieving 4 Gold medals and 1 Silver medal at the competitions. The Council at its meeting held on 22 June 2023 agreed that the Provost support Jazzle Dazzle to celebrate their World Championship status with appropriate civic hospitality.

Following consultation with the Provost, it is proposed that the Board agree to provide civic hospitality in the form of a buffet for approximately 85 people at the Normandy Hotel, Renfrew on Thursday 5th October at the cost of approximately £1275 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 Erskine in relation to their Annual Military Charity Ball. They have suggested civic hospitality in the form of a table for 10 people on Friday 6th October at the Doubletree by Hilton, Glasgow at the cost of approximately £700 in support of this event.

Following consultation with the Provost, it is proposed that the Board agree to take a table at this event as detailed above 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 Accord Hospice in relation to their charity Ladies Lunch. They have suggested civic hospitality in the form of a table for 10 people on Saturday 7th October at Ingliston Hotel and Country Club at the cost of approximately £400 in support of this event.

Following consultation with the Provost, it is proposed that the Board agree to take a table at this event as detailed above and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- f) Correspondence has been received from the Mòd Phaislig 2023 organising committee. They have suggested civic hospitality in the form of a drinks reception and finger buffet for the opening ceremony of The Royal National Mòd on Friday 13th October at Paisley Town Hall.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality as detailed above for up to 150 people at a cost of approximately £3000 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- g) Correspondence has been received from the Dollywood Foundation in relation to the Dolly Parton Imagination Library and the achievement of 100,000 books being sent to children across Renfrewshire, the first local authority in Scotland to achieve this. They have suggested an afternoon tea to celebrate this achievement for approximately 100 people and are looking for a suitable venue for us to hold this joint civic reception on Wednesday 1st November 2023.

Following consultation with the Provost, it is proposed that the Board agree to provide a contribution towards this event in the form of hiring the Loggia at Paisley Town Hall at the cost of £520 for an afternoon tea as detailed above and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- h) Each year the Provost holds an annual Christmas Card competition across Renfrewshire's Primary Schools. The schools submit artwork to win a chance to be the official Provost's Christmas card. In thanks and appreciation for this the winner and their family are taken out for a celebratory tea and cakes where their finished card is presented to them, along with a small gift as a token for the winner's achievement.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality and a small gift as detailed above at the approximate cost of £300 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- i) Following the successful refurbishment of Paisley Town Hall, one of the largest civic facilities within Renfrewshire, it has been proposed that the Provost host an official opening ceremony to showcase this venue to various community groups across Renfrewshire. It is suggested that in conjunction with the official opening of this venue a drinks reception and canapes be provided for approximately 100 people on 29th September 2023.

Following consultation with the Provost, it is proposed that the Board agree to provide the hospitality as detailed above at the cost of approximately £2000 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- j) Correspondence has been received from Maggie's Glasgow in relation to their 21st birthday celebration fundraiser. They have suggested civic hospitality in the form of a table for 10 people on Saturday 7th October at the Radisson Blu, Glasgow at the cost of approximately £1000 in support of this event. Maggie's Glasgow offers support and cancer care to individuals and their families embarking upon their difficult cancer journey, situated just across from the Beatson Hospital in Glasgow, they support individuals and families from all across the West of Scotland.

Following consultation with the Provost, it is proposed that the Board agree to take a table at this event as detailed above 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 2022/23 for Civic Hospitality (including international Links) is £46,460. Should the above be agreed, and taking account of previous decisions, the remaining balance would be approximately £15,700.

2. Recommendations

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above for Jazzle Dazzle Dance School, Mòd Phaislig 2023, the Dollywood Foundation, the Provost's Christmas card competition winners and the Official Opening of Paisley Town Hall; (b) that the Board agree to take a table of 10 at the Erskine Military Ball, Accord Hospice Ladies Lunch and Maggie's Glasgow and; (c) that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.
- 2.2 That the Board note the actions taken by the Head of Corporate Governance in terms of his delegated authority in respect of the 300th anniversary of Weaver's Cottage and the 75th Anniversary of the Johnstone and District Bowlers Association.

Implications of the Report

1. **Financial** – The costs of the request from civic hospitality will be met from the 2023/24 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. **Climate Risk** – None.
 13. **Cosla Policy Position** – Not applicable.
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List of Background Papers

- (a) Background Paper 1 – Email correspondence from Johnstone and District Bowlers Association
- (b) Background Paper 2 – Email correspondence from Jazzle Dazzle Dance School
- (c) Background Paper 3 – Correspondence from Erskine
- (d) Background Paper 4 – Email correspondence from Accord Hospice
- (e) Background Paper 5 – Email correspondence from Mòd Phaislig 2023
- (f) Background Paper 6 – Correspondence from the Dollywood Foundation
- (g) Background Paper 7 – Correspondence from Maggie's Glasgow

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 487 1115, e-mail – donna.gallagher-pt@renfrewshire.gov.uk)

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