

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

**On:** 8 February 2024

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**Report by:** Director of Finance and 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 the financial year 2023/24.

- a) Correspondence was received in relation to St John's Church Christmas Tree competition and the possibility of providing some civic hospitality in the form of hot drinks and mince pies for the occasion on Sunday 17<sup>th</sup> December 2023 for approximately 50 people.

Following consultation with the Provost, the Head of Corporate Governance used his delegated authority to approve the request and made the necessary arrangements to provide a contribution of £350 towards the civic reception.

- b) Correspondence has been received from Paisley Sinfonia suggesting the possibility of a civic reception to mark the occasion of their 60<sup>th</sup> Anniversary. It is proposed that civic hospitality in the form of a Buffet and drinks reception for approximately 60 people be provided at Paisley Town Hall on Sunday 5<sup>th</sup> May 2025 to accompany their Diamond Jubilee Concert.

Following consultation with the Provost, it is proposed that the Board agree to provide civic hospitality as detailed above at the 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.

- c) Correspondence was received proposing a celebratory event for the Paisley Mod Volunteers to thank them for their dedication and effort during the successful Paisley Mod held in October 2023. It was proposed that a buffet and drinks reception be provided on Friday 16<sup>th</sup> February at The Wynd Centre, Paisley for 85 people.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to provide hospitality as detailed above at the cost of £1500 and the Board is asked to homologate the action taken.

- d) Correspondence has been received from MND Scotland to take a table at their charity ball being held at the Radisson Blu, Glasgow on Saturday 2<sup>nd</sup> March 2024. MND Scotland are charity organisation, supporting people living in Renfrewshire and beyond who have Motor Neurone Disease.

Following consultation with the Provost, it is proposed that the Board agree to take a table at MND's charity event at the cost of £900 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 £6,400. The budget provision for 2024/5 for Civic Hospitality (including international Links) has not yet been agreed.

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## 2. Recommendations

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above for Paisley Sinfonia (b) agree to take a table at the MND Charity Ball 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 homologate the action taken in respect of the civic reception for the Paisley Mod Volunteers event.
- 2.3 That the Board note the action taken by the Head of Corporate Governance in terms of his delegated authority in respect of the St John's Christmas Tree competition.

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## Implications of the Report

1. **Financial** – The costs of the request from civic hospitality will be met from the 2023/24 and 2024/25 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 Cllr Iain McMillan in relation to St John's Christmas Tree Competition
- (b) Background Paper 2 – Email correspondence from Paisley Sinfonia
- (c) Background Paper 3 – Email correspondence from the events team on behalf of the Paisley Mod organizing committee
- (d) Background Paper 4 – Email correspondence from MND Scotland

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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