

To: Finance, Resources and Customer Services Policy Board

On: 13 June 2024

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 2024/25.

- a) Correspondence was received from our twin town of Furth in relation to a visit by members of Friends of Renfrewshire on Saturday 11th May 2024 requesting the possibility of a tour of Paisley.

Following consultation with the Provost, it was agreed to provide a lunch in Pendulum in tandem with the tour for five people and the Head of Corporate Governance used his delegated authority to approve the request and made the necessary arrangements at the cost of £158.55.

- b) Correspondence was received in relation to the 70th anniversary of the Douglas Street Nursery requesting the possibility of a civic reception in the form of a buffet for 110 people at their premises to accompany their celebrations on Saturday 15th June 2024.

Following consultation with the Provost, the Head of Corporate Governance used his delegated authority to approve the request and made the necessary arrangements at the cost of £900.

- c) Correspondence has been received from The Wynd Counselling & Conference Centre in relation to their 40th anniversary requesting the possibility of a civic reception to accompany this celebration on Saturday 28th September 2024 for approximately 100 people.

Following consultation with the Provost, it is proposed that the Board agree to provide a civic reception in the form of an evening meal at the cost of approximately £2500 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 Accord Hospice in relation to their Ladies Lunch event at Ingliston Country Club on Saturday 5th October 2024. Accord Hospice is a local charity providing palliative and end of life care and support to families within Renfrewshire.

Following consultation with the Provost, it is proposed that the Board agree to take a table of 10 at the event detailed above at the cost of £500 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 the Tannahill McDonald Club requesting the possibility of a civic reception to mark the 250th anniversary of the birth of Paisley's esteemed poet Robert Tannahill. It is proposed that a civic reception in the form of a wine reception and afternoon tea for approximately 80 be held in Paisley Town Hall on Saturday 7th September 2024.

Following consultation with the Provost, it is proposed that the Board agree to provide the hospitality as detailed above at a cost of approximately £2500 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 in relation to the official switching on of the Tweedie Hall lights in memory of William McNally, a young Renfrewshire boy who tragically drowned after getting into difficulty in the River Gryffe on 5th June 2021. It is proposed that the lights be officially switched on in the evening of July 25th, to coincide with World Drowning Prevention Day as the family tirelessly highlight the dangers of open water swimming and a small buffet reception for approximately 25 people be provided in Tweedie Hall afterwards.

Following consultation with the Provost, it is proposed that the Board agree to provide the hospitality detailed above at the cost of approximately £600 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 OneRen requesting that a civic reception in the form of drinks and canapes be provided for the official opening of Paisley Art Centre on 31st July 2024 for 110 people.

Following consultation with the Provost, it is proposed that the Board agree to provide the hospitality as detailed above at the cost of £1000 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- h) Correspondence has been received from the Paisley & District Battalion of the Boys Brigade requesting civic hospitality to accompany their presentations for the Queen's Badge and Duke of Edinburgh Awards on Thursday 19th September 2024. They have suggested the possibility of a civic reception for 175 people at St Mark's Church, Paisley.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality in the form of light refreshments at a cost of approximately £1750 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 2024/25 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 £13,700.

2. Recommendations

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above for the Wynd Counselling & Conference Centre, the Tannahill McDonald Club, the official light switch on for Tweedie Hall, the reopening of Paisley Art Centre and the Boys Brigade Queen's Badge Awards (b) agree to take a table at the Ladies Lunch for Accord Hospice 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 action taken by the Head of Corporate Governance in terms of his delegated authority in respect of the Friends of Renfrewshire visit and the Douglas Street Nursery event.

Implications of the Report

1. **Financial** – The costs of the request from civic hospitality will be met from the 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.

List of Background Papers

- (a) Background Paper 1 – Email correspondence from Friends of Renfrewshire
(b) Background Paper 2 – Email correspondence from Douglas St Nursery
(c) Background Paper 3 – Email correspondence from Wynd Counselling & Conference Centre
(d) Background Paper 4 – Email correspondence from Accord
(e) Background Paper 5 – Email correspondence from Tannahill McDonald Club
(f) Background Paper 6 – Email correspondence in relation to the Tweedie Hall Lights
(g) Background Paper 7 – Email correspondence from OneRen in relation to Paisley Art Centre
(h) Background Paper 8 – Email correspondence from Paisley & District Boys Brigade

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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