
To: Finance, Resources and Customer Services Policy Board

On: 8 September 2022

Report by: Director of Finance and Resources

Heading: Civic Hospitality

1. Summary

1.1 The following requests for civic hospitality have been received for financial year 2022/23.

- a) Correspondence was received from Renfrew Community Council in relation to the 100th year anniversary of the Renfrew War Memorial. They had suggested the possibility of a civic reception for approximately 120 people to accompany this rededication service on 2nd August 2022.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to provide a contribution of £1500 towards the cost of a civic reception at Renfrew Town Hall in the form of an Afternoon Tea. The Board is asked to homologate the action taken.

- b) Correspondence was received from the West of Scotland branch of the Argyll and Sutherland Highlanders Regimental Association suggesting the possibility of civic hospitality at the Paisley Comrades Club to accompany a service on 20th August 2022. An unveiling of a remembrance headstone and bench in memory of all Argyll's from the West of Scotland and surrounding areas, who have lost their lives was also included in this service.

Following consultation with the Provost, the Head of Corporate Governance used his delegated authority to approve the request and made the necessary arrangements to host a civic reception in the form of a buffet for 50 people at the cost of £400.

- c) Correspondence was received from 102 Field Squadron in relation to their Queen's Diamond Jubilee Medal Presentation and Open Day.

They had suggested the possibility of a contribution of £1,000 towards civic hospitality for the acting service personnel and their families. The Open Day and accompanying hospitality was held at 102 Field Squadron Barracks on 27th August 2022.

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 £1000 towards the civic reception at 102 Field Squadron Barracks.

- d) Correspondence was received from Rainbow Turtle in relation to their 20th anniversary requesting civic hospitality. They had suggested the possibility of a contribution of £750 towards civic hospitality for a buffet for 120 people at Paisley Methodist Church Hall on Saturday 3rd September 2022.

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 £750 towards the civic reception.

- e) Correspondence had been received to advise that the Mayor of our twin town of Fürth was visiting Renfrewshire on 1st September 2022.

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 civic reception in the form of a welcome dinner for the Mayoral visit at Pendulum at the cost of approximately £400.

- f) 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 28th September 2022. They have suggested the possibility of a civic reception for 200 people at St George'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 £1500 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 Renfrewshire Health and Social Care Partnership (RHSCP) requesting a civic reception to welcome and accompany Recovery Walk Scotland to Paisley. Recovery Walk is an annual event in its 11th year which offers an opportunity to remember those lost to drug and alcohol addictions while highlighting the important work locally to help support people on their recovery journey. They have suggested the possibility of a civic reception in the form of a buffet with accompanying soft drinks for 100 people to be held on Tuesday 20th September 2022.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality in the form of a buffet at The Glynhill Hotel at a 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.

- h) Correspondence has been received from Erskine Hospital to take a table at the Erskine Military Jubilee Ball being held in the Hilton Hotel, Glasgow on 7th October 2022. Erskine Hospital are a local charity organisation, providing veteran care and support.

Following consultation with the Provost, it is proposed that the Board agree to take a table at Erskine Hospital's charity event at a cost of £800 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- i) Correspondence has been received from The Rotary Club of Paisley Callants requesting a civic reception to celebrate their 40th anniversary on 18th November 2022. They have suggested the possibility of a drinks reception which will accompany their anniversary meal in the Gleniffer Hotel, Paisley.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality in the form of a drinks reception for approximately 112 people at the cost of £420 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 £7,680.

2. Recommendations

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above for Paisley & District Battalion of the Boys Brigade, Renfrewshire Health and Social Care Partnership and The Rotary Club of Paisley Callants; (b) that the Board agree to take a table at Erskine Hospital's charity event; (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 Renfrew Community Council.

- 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 civic receptions for the West of Scotland Branch of the Argyll & Sutherland Highlanders, 102 Field Squadron, the Mayoral visit by Fürth and Rainbow Turtle.

Implications of the Report

1. **Financial** – The costs of the request from civic hospitality will be met from the 2022/23 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 Renfrew Community Council
- (b) Background Paper 2 – Email correspondence from West of Scotland

Branch of Argyll & Sutherland Highlanders

- (c) Background Paper 3 – Letter from 102 Field Squadron
- (d) Background Paper 4 – Email correspondence from Rainbow Turtle
- (e) Background Paper 5 – Email correspondence from Fürth
- (f) Background Paper 6 – Email correspondence from Paisley & District Battalion Boys Brigade
- (g) Background Paper 7 – Email correspondence from RHSCP
- (h) Background Paper 8 – Email correspondence from Erskine Hospital
- (i) Background Paper 9 – Email correspondence from The Rotary Club of Paisley Callants

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

Author: Donna Gallagher – Member Services Officer. Tel: 0141 618 6794
E-mail donna.gallagher-pt@renfrewshire.gov.uk