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

**On:** 02 February 2022

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**Report by:** Acting 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 financial year 2022/23.

- a) Correspondence has been received from MND Scotland to take a table at their 40<sup>th</sup> Anniversary Ball being held in the Hilton Hotel, Glasgow on Friday 26<sup>th</sup> August 2022. 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 a cost of £800 and that it be delegated to the Acting Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- b) Correspondence has been received from the 2<sup>nd</sup> Renfrew Trinity Scout Group in relation to their 100<sup>th</sup> anniversary and to mark the end of their centenary year. They have suggested the possibility of a civic reception for 150 people at the Glynhill Hotel, Renfrew.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality in the form of a carvery buffet in November 2022 at the cost of approximately £4000; and that it be delegated to the Acting Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- c) Correspondence has been received from Hawkhead Bowling Club in relation to their 100<sup>th</sup> Anniversary. The club plan to run a series of events throughout their centenary year and would like civic hospitality in the form of a buffet lunch to accompany their 'All Star Bowling Day' on Saturday 4<sup>th</sup> June.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality in the form of a buffet for 100 people at the cost of approximately £1200 at Hawkhead Bowling Club; and that it be delegated to the Acting Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- d) Correspondence has been received from Erskine Rotary club in relation to their 20<sup>th</sup> Anniversary. The club plan to hold a dinner in Ingleston Country Club on 22<sup>nd</sup> April for approximately 70 people to celebrate this event.

Following consultation with the Provost, it is proposed that the Board agree to provide hospitality as detailed above at the cost of approximately £2,600, and that it be delegated to the Acting 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) has not yet been agreed, however it is anticipated it will remain unchanged from the 2021/22 budget.

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## **2. Recommendations**

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above for the 2<sup>nd</sup> Renfrew Trinity Scout Group, Hawkhead Bowling Club and Erskine Rotary Club; (b) that the Board agree to take a table of 10 for MND Scotland's 40<sup>th</sup> Anniversary Ball and; (c) that it be delegated to the Acting Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

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## 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 MND Scotland
- (b) Background Paper 2 – Email correspondence from 2<sup>nd</sup> Renfrew Trinity Scout Group
- (c) Background Paper 3 – Email correspondence from Hawkhead Bowling Club
- (d) Background Paper 4 – Email correspondence from Erskine Rotary Club

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