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

**On: 31 January, 2018**

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**Report by: Director of Finance & 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 2017/18.

- a) Paisley Indoor Bowling Club contacted the Provost's office in relation to its Blind Bowlers Annual Game which was held on Friday 8<sup>th</sup> December, 2017 at the Club. They requested that the Council consider providing civic hospitality in the form of a meal for approx 30 at a cost of £600.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements and the Board is asked to homologate the action taken.

- b) Email correspondence was received from Andrew Robinson, the President of Renfrewshire 12<sup>th</sup> Province Curling, advising that they were hosting some Canadian Curlers on Monday 22<sup>nd</sup> January and Tuesday 23<sup>rd</sup> January 2018. The Canadian visitors were also touring other areas of Scotland with all games played counting towards the Strathcona Cup which is played between Scotland and Canada.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to host a civic reception in the form of a lunch at Greenacres Ice Rink on Tuesday 23<sup>rd</sup> January 2018 for 45 people at a cost of approximately £700. The Board is asked to homologate the action taken.

- c) Correspondence was received from St Vincent's Hospice to request that a table be taken at its Pearl Anniversary Ceilidh charity ball on Friday 2<sup>nd</sup> February 2018 at the Hilton Hotel in Glasgow.

Following consultation with the Provost, the Director of Finance & Resources made the necessary arrangements to take a table at the St Vincent's Charity Ball on Friday 2<sup>nd</sup> February 2018 at a cost of approximately £1000. The Board is asked to homologate the action taken.

- d) East Renfrewshire Council, in conjunction with Renfrewshire Council, arranged a Holocaust Memorial Service which was held on Tuesday 23<sup>rd</sup> January 2018. Renfrewshire Schools were invited to participate by providing music and input from Linwood High School around the theme 'The Power of Words' for the event. Invitations were also extended to the head boy and girl from each of the secondary schools along with all Councillors and the Community Councils.

Following consultation with the Provost, it was agreed that the Council would co-host this service and contribute a cost of £1,500 towards the Service and hospitality arrangements which was met from the current budget and the Director of Finance & Resources in consultation with the Provost made the necessary arrangements for appropriate civic hospitality to be provided. The Board is asked to homologate the action taken.

- e) Email correspondence has been received from the Rotary Club of Paisley which is celebrating two major events in its yearly calendar in 2018. They are requesting, to coincide with Renfrewshire's twin town of Furth visit, a lunch and, if possible, some tours for our German guests to Sma' Shot Cottages and the new Museum store. Paisley Rotary Club also celebrate its 90<sup>th</sup> anniversary and request that consideration be given to a contribution towards a dinner which will be held in Paisley Abbey with a date in July/August still to be confirmed.

It is proposed that the Board agree to provide civic hospitality for approximately 40 in Paisley Abbey at an estimated cost of £800 and that a further contribution of £1500 is given towards its 90<sup>th</sup> anniversary and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- f) A request has been received from Johnstone Pipe Band which is celebrating its 75<sup>th</sup> anniversary with a series of events through 2018. They have requested that consideration be given to hosting a drinks reception prior to a formal dinner which will be held on Saturday 21<sup>st</sup> April 2018.

It is proposed that the Board agree to provide civic hospitality for a drinks reception for approximately 200 at Tweedie Hall, Linwood at an estimated cost of £1375 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 Linstone Housing Association, as a Social Housing provider with over 1,500 properties across Renfrewshire, to request civic hospitality in the form of an afternoon tea to celebrate the Association's 20<sup>th</sup> anniversary in March.

It is proposed that the Board agree to provide civic hospitality for approximately 60 people in Paisley Town Hall on 19<sup>th</sup> March 2018 at an estimated cost of £1100 and that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

- h) A request has been received from Paisley Indoor Bowling Club to request civic hospitality in the form of a finger buffet and drinks reception for the opening of the British Isles Indoor Bowling Championships on Monday 12th March 2018.

It is proposed that the Board agree to provide civic hospitality for 100 people at the cost of approximately £1000 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 2017/18 for Civic Hospitality (including international Links) is £46,460. Should the above be agreed the remaining balance would be approximately £18,152.

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## **2. Recommendations**

- 2.1 That the Board agrees to: (a) provide the hospitality as detailed above to the following organisations: Paisley Rotary Club, Johnstone Pipe Band, Linstone Housing Association and Paisley Indoor Bowling Club; and (b) 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 receptions for the Paisley Indoor Bowling Club, Renfrewshire 12<sup>th</sup> Province Curling, East Renfrewshire Council and St Vincent's Hospice.
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### Implications of the Report

1. **Financial** – The costs of the request from civic hospitality will be met from the current budget
  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. **Cosla Policy Position** – not applicable
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### List of Background Papers

- (a) Background Paper 1 – Correspondence from Paisley Indoor Bowling club in relation to the request for hospitality for the Blind Bowlers Christmas game.
- (b) Background Paper 2 – Correspondence by email in relation to the request for a lunch for Canadian Curlers visit to Greenacres Ice Rink.
- (c) Background Paper 3 – Correspondence from St Vincent's Hospice in relation to their Pearl Anniversary Charity Ceilidh Ball.
- (d) Background Paper 4 – Correspondence by email from the Paisley Rotary Club in relation to their two civic requests for their 90<sup>th</sup> celebrations.
- (e) Background Paper 5 – Correspondence by email from Peter McGeoch of Johnstone Pipe Band in relation to their 75<sup>th</sup> anniversary celebrations.
- (f) Background Paper 6 – Correspondence by email from Linstone Housing Association in relation to their 20<sup>th</sup> anniversary.

(g) Background Paper 7 – Correspondence from Paisley Indoor Bowling Club in relation to the request for civic hospitality for the opening of the British Isles Indoor Bowling Championships

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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