

**MINUTE**  
**of**  
**CIVIC HOSPITALITY COMMITTEE**

**Minute of Meeting held at 12.30pm in the Committee Room, Council Headquarters, Giffnock, on 24 April 2018.**

**Present:**

Provost Jim Fletcher (Chair)	Councillor Annette Ireland
Deputy Provost Betty Cunningham (Vice Chair)	Councillor Stewart Miller
Councillor Barbara Grant	

Provost Fletcher in the Chair

**Attending:**

Eamonn Daly, Democratic Services Manager; Linda Hutchison, Senior Committee Services Officer; and Margaret Pettigrew, Members Services Officer.

**DECLARATIONS OF INTEREST**

**390.** There were no declarations of interest intimated.

**CIVIC HOSPITALITY COSTS AND USE OF COUNCIL ACCOMMODATION**

**391.** The committee considered a report by the Deputy Chief Executive regarding the costs of various recurring civic events, the current estimated level of funding available for new events, and extent to which, under delegated powers, authority had been granted to outside bodies to use Council accommodation for meetings and functions which fall outwith the letting arrangements managed by other departments.

The report referred to the establishment and terms of reference of the committee, and the budget available in 2018/19 for civic hospitality, events and other expenditure met from the budget on a recurring basis for which indicative costs were provided. Reference was also made to the balance of funding remaining to enable new requests to be considered. It was clarified that no requests had been received from or granted to outside bodies to use Council accommodation for meetings and functions that fell outwith the letting arrangements managed by other departments since a previous report on this had been provided in August 2017.

The committee noted the report.

### **REQUEST FOR CIVIC HOSPITALITY – RECOVERY ACROSS MENTAL HEALTH (RAMH) FUNDRAISING ANNIVERSARY DINNER AND QUIZ**

**392.** The committee considered a report by the Deputy Chief Executive seeking consideration of a request regarding attendance at the Recovery Across Mental Health (RAMH) fundraising 40<sup>th</sup> Anniversary Dinner and Quiz in support of helping RAMH raise funds to help provide mental health services it offered. Details of the request accompanied the report.

The committee, following discussion, agreed that:-

- (a) the request to purchase a table at the Recovery Across Mental Health (RAMH) fundraising 40<sup>th</sup> Anniversary Dinner and Quiz and the proposal to meet the cost of wine and drinks for those attending from the Council during the meal be declined; and
- (b) confirmation be sought and circulated on how Members could make their own arrangements to attend and fund this themselves if they wished to pursue this option.

### **PROTOCOLS FOR USE OF COUNCIL CAR**

**393.** The committee considered a report by the Deputy Chief Executive proposing revised protocols for the use of the Council car.

The report referred to the current protocols dating back to 2002, why a protocol had been developed in the first instance and related issues and developments. As it had been some time since the protocols had been put in place, it was considered prudent to review the current arrangements regarding which key issues for consideration were itemised. Having referred to the use made of the car and related matters, the proposed protocol for use of the car in future was specified. The annual cost of the car and related financial considerations, options and implications were summarised.

It was concluded that changing circumstances within the Council suggested that the time was right for Members to review the current protocols in place for the use of the Council car. Complete removal of the Council car had been looked at but was not considered to be a practical solution. Records had shown that any restrictions on access to the car and the occasions when the car could be used would have very little impact on Members but were also most likely to have positive budgetary implications.

The committee agreed that:-

- (a) the Council car would be available for use only by the Provost and Deputy Provost in the performance of civic and ceremonial duties and that the use of the car would be extended to include anyone accompanying the Provost or Deputy Provost;
- (b) the Council car would from time to time be made available to the Lord-Lieutenant of Renfrewshire in the performance of his duties and as required in relation to Royal Visits in the Renfrewshire Lieutenancy area; and

- (c) in the event that the use of the Council car by the Lord-Lieutenant had been agreed and a subsequent need arose for the car to be made available for use by either the Provost or Deputy Provost in the performance of their civic or ceremonial duties, arrangements would be made for the hire of an appropriate vehicle to transport the Provost or Deputy Provost to the event in question.

CHAIR

