

EAST RENFREWSHIRE COUNCILCIVIC HOSPITALITY COMMITTEE10 August 2016Report by Deputy Chief ExecutiveREQUEST FOR CIVIC HOSPITALITY**PURPOSE OF REPORT**

1. To consider a request to attend a charity related fund raising event organised by Provost Anne Hall of Renfrewshire Council in support of Accord Hospice, St Vincent's Hospice, Renfrewshire Carers Centre and Renfrewshire Association for Mental Health (RAMH).

**RECOMMENDATION**

2. That the committee considers the request as outlined in the accompanying Appendix.

**BACKGROUND**

3. On 26 June 2013, the Council agreed to establish a Civic Hospitality Committee with the following terms of reference:-

To be responsible for all civic hospitality matters on behalf of the Council including the:-

- consideration and determination of all requests for the provision of civic hospitality by the Council with an estimated cost of over £400;
- consideration and determination of any proposed new Council events to be funded from the civic hospitality budget; and
- consideration and approval of all protocols and procedures associated with civic hospitality.

**REPORT**

4. A request for civic hospitality has been received from Provost Anne Hall, Renfrewshire Council to attend a fund-raising ball in support of various charities which, if approved, would cost more than £400. In view of this the request needs to be considered by the committee. The details of the request are included in the accompanying Appendix.

**BUDGET**

5. The 2016/17 budget for civic hospitality is £22,000. As well as being used to fund events organised in response to external requests for civic hospitality, the decision was taken that those annual events organised by the Council such as the Holocaust event, Remembrance, and the Senior Citizens' Concerts, are to be funded from this budget.

Examples of other things also funded from this budget are the costs of attendance at any charity events such as the Fire Service Benevolent Fund Dinner, the costs associated with school debates, and the purchase of flowers for those known to be celebrating a special wedding anniversary or birthday (e.g. 100<sup>th</sup> birthday, diamond wedding anniversary etc.).

6. When the costs of these additional matters are taken into account, the amount of funding remaining in the 2016/17 budget to deal with new requests for civic hospitality is currently estimated to be £4,430.

## **RECOMMENDATION**

7. That the committee considers the request as outlined in the accompanying Appendix.

Local Government (Access to Information) Act 1985

Report Author

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Background papers – Correspondence from Provost Anne Hall dated May 2016

**REQUEST MADE TO CIVIC HOSPITALITY COMMITTEE****TABLE AT RENFREWSHIRE COUNCIL PROVOST'S CHARITY BALL ON  
FRIDAY, 9 SEPTEMBER 2016**

UNALLOCATED BUDGET BALANCE AT 11 JULY 2016: £4,430

Details of request for civic hospitality	In response to correspondence from Provost Anne Hall, Renfrewshire Council, Provost Alastair Carmichael wishes to take a table at the Provost's Charity Ball on 9 September in aid of Accord Hospice; St Vincent's Hospice; Renfrewshire Carers Centre; and RAMH.
Why the request is being made	Fundraiser
When would the event be held	Friday, 9 September 2016
Details of any specific hospitality requested	Table for 10 guests (table cost includes meal and pre-dinner drinks)
Where would the event be held	Ingliston Country Club, Bishopton
Who would be invited from the organisation	Elected members with partners
Other Guests	N/A
Which elected Members would be invited	To be agreed
What catering would be appropriate	N/A
Would a gift be required	Raffle donation may be requested
Approximate cost of event	£1325 (cost of table, wine and costumes)