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• *Enhancing quality of life* • *Making the best use of public resources*

Council Building
2 High Street
Perth
PH1 5PH

30/08/2023

Attached is a supplementary agenda for the hybrid meeting of the **Provost's Sub-Committee** being held in **the Council Chamber** on **Monday, 04 September 2023** at **13:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

THOMAS GLEN
Chief Executive

Those attending the meeting are requested to ensure that all notifications are silent on their device and other devices are in silent mode.

Please note that the meeting will be broadcast online and recorded. The recording will be publicly available on the Council's website following the meeting.

Members:

Provost Xander McDade (Convener)
Depute Provost Andrew Parrott (Vice-Convener)
Bailie Chris Ahern
Bailie Alasdair Bailey
Bailie Rhona Brock
Bailie Claire McLaren
Bailie Mike Williamson

Provost's Sub-Committee

Monday, 04 September 2023

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

- 4 CIVIC STRATEGY AND FORWARDING PLANNING 5 - 12**
Report by Democratic Services Manager (copy herewith 23/241)

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PERTH & KINROSS COUNCIL

Provost's Sub-Committee

4 September 2023

CIVIC STRATEGY AND FORWARD PLANNING

**Report by Democratic Services Manager
(Report No. 23/241)**

1. PURPOSE

- 1.1 The purpose of this report is to set out a vision and approach for future civic activity.

2. RECOMMENDATION

- 2.1 It is recommended that the Sub-Committee:
- Approves the proposed approach in relation to civic activity and forward planning as set out in the report.

3. STRUCTURE OF REPORT

- 3.1 This report is structured over the following sections:

- Section 4: Background
- Section 5: Community Recognition
- Section 6: Civic Ceremonies and Hospitality
- Section 7: Twinning
- Section 8: Communications
- Section 9: Equalities
- Section 10: Conclusion

4. BACKGROUND

- 4.1 A [report](#) was submitted to the sub-Committee in January 2023 summarising civic activities since local government elections in May 2022 and outlining key future civic events.
- 4.2 This report sets out the proposed approach in relation to future civic activity which shall shape and inform a new Civic Strategy which shall be presented to the Sub-Committee, together with a delivery plan, in early 2024.
- 4.3 It is proposed that future civic activity is focussed on 5 key themes:-

- Community recognition
- Civic ceremonies and hospitality
- Twinning
- Communication Equalities
- Equalities

5. COMMUNITY RECOGNITION

- 5.1 Perth and Kinross Council recognises the value and importance of the work undertaken every day by the many community groups across the area who make a difference to the everyday lives of all citizens.
- 5.2 Acknowledging and celebrating that work will be a key focus for civic activity going forward and to that end, it is proposed to hold an annual community / volunteer recognition event.

6. CIVIC CEREMONIES AND HOSPITALITY

- 6.1 Throughout the year, the Council hosts and supports a range of civic receptions and provides hospitality to recognise particular achievements by its citizens and the eligibility criteria for civic hospitality is being reviewed and refreshed.
- 6.2 Following the success of the civic reception for Perth High School's senior football team in early June, it is proposed that wherever possible, receptions would be hosted on a Monday early evening with quarterly dates set in advance to encourage attendance and support from all elected members.
- 6.3 The Provost is keen to encourage and provide the opportunity to all elected members to participate and contribute more fully to civic life by, for example, attending engagements and participating in citizenship ceremonies.

7. TWINNING

- 7.1 As reported to the Sub-Committee in January, it is proposed to consolidate the twinning budget expenditure to develop a fairer process for engaging with funding and twinning group activity.
- 7.2 As part of the new process, an annual twinning forum will take place. The forum, chaired by the Provost is, designed to encourage networking and enable the sharing of information and best practice. The first of these forum meetings is scheduled for 30 August. All twinning association delegates are invited and encouraged to send a representative.
- 7.3 In the past annual grants have been paid to various twinning bodies but this has not always delivered the best value or return from the modest twinning budget. It is therefore proposed to consolidate the budget and organisations will be able to bid for funding for particular events or activities.

7.4 The Provost is also keen to develop further links between twinning and trade relationships and to this end, is looking to promote a significant twinning event in 2026.

8. COMMUNICATIONS

8.1 It is important that all elected members and the public are more aware of the range of civic activities that the Council undertakes each year and where appropriate encouraged and supported to participate.

8.2 Its is proposed that an annual civic report will be submitted to the Provost's Sub-Committee in the early part of each calendar year that will provide details of civic engagements and activity throughout the year. The Provost and Civic Team will be supported by the Council's Communications Team to help raise the profile of the civic activities undertaken on a weekly basis through the website, press and social media. This will include raising greater awareness of when and how the Council's civic activities support community groups in kind.

9. EQUALITIES

9.1 It is important that our civic function is modern and meaningful to our diverse communities within Perth and Kinross. It is proposed to develop stronger links between the civic work of the Council and the work of the Equalities Team.

9.2 The Provost is also keen to work closely with the Lord Lieutenant's office, High Constables and other civic organisations to enhance the important role that they play in modern civic life.

10. CONCLUSION

10.1 This report sets out the vision and approach for future civic activities with a view to bringing a more detailed strategy and plan back early in 2024.

Author

Name	Designation	Contact Details
Scott Hendry	Democratic Services Manager	Civicservices@pkc.gov.uk

Approved

Name	Designation	Date
Lisa Simpson	Head of Legal and Governance Services	28 August 2023

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ANNEX

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	None
Corporate Plan	None
Resource Implications	
Financial	Yes
Workforce	No
Asset Management (land, property, IST)	No
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	No
Communication	
Communications Plan	None

1. Strategic Implications

Corporate Plan

1.1 The Council's Corporate Plan 2018 – 2023 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life.
- (ii) Developing educated, responsible and informed citizens.
- (iii) Promoting a prosperous, inclusive and sustainable economy.
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

1.2 This report relates to outcomes (ii) and (iii).

2. Resource Implications

Financial

2.1 Full details on any savings proposals and costings will be developed as part of the civic strategy and delivery plan.

Workforce

- 2.2 There are no direct workforce implications arising from this report other than those reported within the body of the main report.

Asset Management (land, property, IT)

- 2.3 There are no direct asset management implications arising from this report other than those reported within the body of the main report.

3. Assessments

Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

4. Consultation

Internal

- 4.1 The Provost, Depute Provost, Chief Executive and Executive Director (Communities) have all been consulted during the preparation of this report.

External

- 4.2 N/A

2. BACKGROUND PAPERS

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

3. APPENDICES

N/A

