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Council Building
2 High Street
Perth
PH1 5PH

22 June 2018

A Meeting of the **Provost's Sub-Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 27 June 2018** at **14:00**.

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

BERNADETTE MALONE
Chief Executive

Those attending the meeting are requested to ensure that all electronic equipment is in silent mode.

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

Members:

Councillor Stewart Donaldson
Councillor Murray Lyle
Councillor Roz McCall
Provost Dennis Melloy
Councillor Andrew Parrott

Provost's Sub-Committee

Wednesday, 27 June 2018

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.

- | | | |
|----------|---|----------------|
| 1 | WELCOME AND APOLOGIES | |
| 2 | DECLARATIONS OF INTEREST | |
| 3 | MINUTE OF THE MEETING OF THE 28 MARCH 2018 FOR APPROVAL AND SIGNATURE
(copy herewith) | 5 - 6 |
| 4 | ARMISTICE DAY 11TH NOVEMBER 2018 - 100TH ANNIVERSARY OF END OF WORLD WAR ONE
Report by Gillian Taylor, Head of Democratic Services (copy herewith 18/224) | 7 - 12 |
| 5 | CELEBRATION OF THE YEAR OF YOUNG PEOPLE 2018
Report by Gillian Taylor, Head of Democratic Services (copy herewith 18/225) | 13 - 18 |

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<p>You can also send us a text message on 07824 498145.</p>

<p>All Council Services can offer a telephone translation facility.</p>

PROVOST'S SUB-COMMITTEE OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of meeting of the Provost's Sub-Committee of the Strategic Policy and Resources Committee held in the Council Chamber, Ground Floor, 2 High Street, Perth on Wednesday 28 March 2018 at 3.30pm.

Present: Provost D Melloy and Councillors S Donaldson, M Lyle, R McCall and A Parrott.

In Attendance: G Taylor and C Irons (both Corporate and Democratic Services).

Provost D Melloy, Presiding.

1. WELCOME AND APOLOGIES

The Provost welcomed everyone to the meeting.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

3. MINUTES OF THE PREVIOUS MEETING

The minute of meeting of the Provost's Sub-Committee of 20 April 2016 was submitted and noted.

4. PROPOSED TWINNING VISIT TO ASCHAFFENBURG, GERMANY – JUNE 2018

There was submitted a report by the Head of Democratic Services (18/117) advising of an invitation extended by the Oberbürgermeister of Aschaffenburg to the Provost and a Council delegation to visit Aschaffenburg, Germany from 28 June to 2 July 2018, to participate in the opening ceremony of the 31st Aschaffenburg Culture Festival.

It was noted a trio of young musicians would accompany the Provost and Chief Executive.

Resolved:

- (i) The invitation to visit Aschaffenburg, Germany from 28 June to 2 July 2018, be accepted.
- (ii) The Council be represented by the Provost and Chief Executive, supported by the Council Officer.
- (iii) The costs, estimated to be £732 covering flights for the Provost and Council Officer, airport transfers and civic gifts, be met from the 2018/19 twinning budget.

NOTE: Subsequent to the meeting, further correspondence was received from the Oberbürgermeister's office inviting the Council's representative from the Friends of Aschaffenburg, Councillor B Pover, to accompany the Provost on this trip and offering to pay for accommodation costs. The members of the Sub-Committee subsequently agreed to accept the invitation for the Council's representative from the Friends of Aschaffenburg, to also visit Aschaffenburg from 28 June to 2 July 2018 at a cost of £330 to be met from the 2018/19 twinning budget.

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## PERTH AND KINROSS COUNCIL

### Provost's Sub-Committee of Strategic Policy & Resources Committee

27 June 2018

### ARMISTICE DAY 11 NOVEMBER 2018 - 100<sup>th</sup> ANNIVERSARY OF END OF WORLD WAR ONE

Report by Gillian Taylor, Head of Democratic Services (Report No. 18/224)

#### PURPOSE OF REPORT

This report outlines proposals to commemorate the 100<sup>th</sup> anniversary of Armistice Day, marking the end of World War One, on Remembrance Day, Sunday 11 November 2018.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 World War One touched the lives of millions of Scots at home and abroad, and continues to resonate today.
- 1.2 Of the 700,000 Scots who joined the forces, more than 100,000 died. Nearly every village, city and town in Scotland has some form of memorial displaying the names of their war dead.
- 1.3 Armistice Day is commemorated every year on 11 November to mark the Armistice signed between the Allies of World War One and Germany for the cessation of hostilities, which took effect at eleven o' clock in the morning – “the eleventh hour of the eleventh day of the eleventh month” of 1918.
- 1.4 Remembrance Sunday is held in November in the United Kingdom and the Commonwealth of Nations as a day to commemorate the contribution of British and Commonwealth military and civilian servicemen and women in the two World Wars and later conflicts.
- 1.6 On Sunday 11 November 2018, Remembrance Sunday and the 100<sup>th</sup> anniversary of Armistice Day coincide.
- 1.7 The Royal British Legion Scotland has introduced “Walks of Gratitude”, which provide an opportunity for members of the public to actively participate in remembrance events and follow directly behind a military parade in a Walk of Gratitude. Members of the public, especially young people participating, are encouraged to carry photographs or wear medals to represent their family members.
- 1.8 The Scottish Military Vehicle Group has indicated that it would be keen to participate in the parade and Walk of Gratitude and would be glad to transport veterans unable to walk the distance, enabling them to participate in the

parade. The vehicles would make their way to Perth Concert Hall and form a static display at Horsecross Plaza for the public to view.

## **2. PROPOSALS**

- 2.1 At the end of the customary Remembrance Sunday Church Services in Perth on 11 November 2018, it is proposed to commemorate and mark the 100<sup>th</sup> anniversary of Armistice Day by enhancing the customary military parade and incorporating a Walk of Gratitude.
- 2.2 It is proposed to have the Scottish Military Vehicle Group participate in the parade, transport veterans and form a static display at Horsecross Plaza for the public to view.
- 2.3 It is proposed that Civic Hospitality in the form of tea and coffee and entertainment in the form of music from the World War One era be provided in the Foyer of Perth Concert Hall for all in attendance.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 On Sunday 11 November 2018, Remembrance Sunday and the 100<sup>th</sup> anniversary of Armistice Day coincide.
- 3.2 It is recommended that the Provost's Sub-Committee:-
  - (a) Agrees to commemorate the 100<sup>th</sup> anniversary of Armistice Day by enhancing the customary military parade and incorporating a Walk of Gratitude.
  - (b) Agrees to provide Civic Hospitality in the form of tea and coffee and entertainment from the World War One era at Perth Concert Hall.
  - (c) Agrees to accept the offer from the Scottish Military Vehicle Group to participate in the commemorations for the 100<sup>th</sup> anniversary of Armistice Day.
  - (d) Agrees to delegate authority to the Head of Democratic Services, in consultation with the Provost, to finalise the arrangements for the event.



**Author**

| <b>Name</b>     | <b>Designation</b>                       | <b>Contact Details</b> |
|-----------------|------------------------------------------|------------------------|
| Rosemary Hughes | Team Leader, Civic and Members' Services | 01738 475058           |

**Approved**

| <b>Name</b>    | <b>Designation</b>          | <b>Date</b>  |
|----------------|-----------------------------|--------------|
| Gillian Taylor | Head of Democratic Services | 21 June 2018 |

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Council Text Phone Number 01738 442573

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

*The undernoted table should be completed for all reports. Where the answer is 'yes', the relevant section(s) should also be completed*

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

### 1. Strategic Implications

#### 1.1 Community Plan (Local Outcomes Improvement Plan)

The Perth and Kinross Community Plan 2017-2027 sets out five strategic objectives. The proposals in this report support the achievement of these objectives.

#### 1.2 Corporate Plan

Perth and Kinross Council Corporate Plan 2018-2022 sets out five strategic objectives. The proposals in this report support the achievement of these objectives.

### 2. Resource Implications - Financial

#### 2.1 The costs associated with the event are anticipated to be in the region of:

|                              |                      |
|------------------------------|----------------------|
| Traffic arrangements         | £ 180                |
| Catering                     | £ 800                |
| Entertainment                | £ 500                |
| Vintage Vehicles donation    | £ 300                |
| Pipe Band                    | £ 350                |
| Photography                  | <u>£ 150</u>         |
| <b>Total estimated costs</b> | <b><u>£2,280</u></b> |

- 2.2 The estimated costs associated with the Civic event can be met from the 2018/19 Civic Hospitality budget.
- 2.3 The Head of Finance has been consulted on the financial implications for the proposals and has indicated his agreement.

### **3. Consultation**

- 3.1 The Provost and the Chief Executive have been consulted in the preparation of this report.



## PERTH AND KINROSS COUNCIL

### Provost's Sub-Committee of Strategic Policy & Resources Committee

27 June 2018

### CELEBRATION OF THE YEAR OF YOUNG PEOPLE 2018

Report by Gillian Taylor, Head of Democratic Services (Report No. 18/225)

#### PURPOSE OF REPORT

This report outlines a proposal to host a civic event in the form of a Barbecue and Hog Roast at Perth College UHI, to recognise and thank young people who have significantly contributed to the success of the Year of Young People 2018 and to recognise young people who contribute to their communities throughout Perth and Kinross and sets out details of the proposed arrangements for the event on 22 September 2018.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 As part of the Scottish Government's programme of themed years, 2018 is the Year of Young People.
- 1.2 The Year of Young People 2018 aims to inspire Scotland through its young people, celebrating their achievements, valuing their contribution to communities and creating new opportunities for them to shine locally, nationally and globally.
- 1.3 Year of Young People 2018 activities and events focus on six themes that young people identified as most important for them as young Scots:
  1. Participation
  2. Education
  3. Health and Wellbeing
  4. Equality and Discrimination
  5. Enterprise and regeneration
  6. Culture
- 1.4 Events Scotland has named the Diverse CiTay Festival, to be held in Perth on 23 June 2018, as one of the signature events of the Year of Young People 2018.
- 1.5 The Diverse CiTay Festival aims to be a celebration of the diversity of our young people in Perth and Kinross through the medium of arts and culture, with the City given over to young people from all backgrounds and of all abilities to get together to celebrate, participate, perform and create. The Festival will take place in numerous venues throughout Perth, as a platform for our young people to showcase their talents, whether that is music, arts,

drama, sport or enterprise.

- 1.6 Throughout Perth and Kinross there are young people who work tirelessly for the benefit of their communities, who do not seek or receive recognition for the valuable work that they do, eg Young Carers supporting their families, young people volunteering within their communities; school pupils raising money for charity.

## **2. PROPOSALS**

- 2.1 In order to celebrate the achievements of those contributing and participating in events throughout Perth and Kinross marking the Year of Young People 2018 and to give civic recognition to young people who contribute to their communities, the Provost has proposed that a civic event be held on 22 September 2018.
- 2.2 It is proposed that the event takes the form of a Barbecue and Hog Roast, with entertainment provided by young people from Perth and Kinross.
- 2.3 It is proposed that local Councillors are given the opportunity to nominate young people from their communities to be invited to the event.
- 2.4 It is proposed that the Head of Democratic Services works with officers within the Council, community partners and community organisations to identify further nominees within Perth and Kinross.
- 2.5 Perth College UHI has kindly offered to hold the event in the main hall of their Academy of Sport and Wellbeing. The College has also generously offered to dress the hall with an internal marquee and provide staging with a PA system.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 It is envisaged that this event will provide a platform for the Provost and Councillors to recognise and thank young people within the Perth and Kinross area for their contributions to local communities and the success of The Year of Young People 2018.
- 3.2 It is recommended that the Provost's Sub-Committee:-
  - (a) Agrees to host a civic event in the form of a Barbecue and Hog Roast for 200 guests on 22 September 2018 to celebrate and recognise the achievements and contributions of young people in Perth and Kinross.
  - (b) Agrees to accept the generous offer by Perth College UHI to host the event at the Academy of Sport and Wellbeing.
  - (c) Agrees to delegate authority to the Head of Democratic Services, in consultation with the Provost, to finalise the arrangements for the event.

**Author**

| <b>Name</b>     | <b>Designation</b>                       | <b>Contact Details</b> |
|-----------------|------------------------------------------|------------------------|
| Rosemary Hughes | Team Leader, Civic and Members' Services | 01738 475058           |

**Approved**

| <b>Name</b>    | <b>Designation</b>          | <b>Date</b>  |
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| Gillian Taylor | Head of Democratic Services | 21 June 2018 |

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Council Text Phone Number 01738 442573

## ANNEX

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

*The undernoted table should be completed for all reports. Where the answer is 'yes', the relevant section(s) should also be completed*

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

### 1. Strategic Implications

#### 1.1 Community Plan (Local Outcomes Improvement Plan)

The Perth and Kinross Community Plan 2017-2027 sets out five strategic objectives. The proposals in this report support the achievement of these objectives.

#### 1.2 Corporate Plan

Perth and Kinross Council Corporate Plan 2018-2022 sets out five strategic objectives. The proposals in this report support the achievement of these objectives.

### 2. Resource Implications - Financial

#### 2.1 The costs associated with the Civic event are anticipated to be :

|                               |                      |
|-------------------------------|----------------------|
| Catering                      | £3,600               |
| Entertainment                 | £ 500                |
| Furniture/equipment hire/misc | £ 650                |
| Photography                   | £ 150                |
| <b>Total estimated costs</b>  | <b><u>£4,900</u></b> |



- 2.2 The estimated costs associated with the civic event can be met from the 2018/19 Civic Hospitality budget.
- 2.6 The Head of Finance has been consulted on the financial implications for the proposals and has indicated his agreement.

### **3. Consultation**

- 3.1 The Provost and the Chief Executive have been consulted in the preparation of this report.

