

## PERTH AND KINROSS COUNCIL

**Special Provost's Sub-Committee of Strategic Policy & Resources Committee  
21 December 2012**

**PROVOST'S SUPPER – 1 FEBRUARY 2013  
Report by Head of Democratic Services**

**ABSTRACT**

This report outlines a proposal to host a civic event in the form of a Provost's supper, to recognise and thank those individuals who have significantly contributed to their local communities, and sets out the details of the proposed arrangements for the event in 2013.

**1. RECOMMENDATIONS**

It is recommended that the Provost's Sub-Committee:-

- 1.1 Agrees to host a Provost's Supper to recognise and thank those individuals who have significantly contributed to their local communities, and that the event takes the form of a Burns Supper on 1 February 2013 as set out in this report.
- 1.2 Agrees to accept the offer from The Trustees of St John's Kirk, Perth to hold the event in St John's Kirk, Perth.
- 1.3 Agrees to delegate authority to the Head of Democratic Services, in consultation with the Provost, to finalise the arrangements for the event.

**2. BACKGROUND AND PROPOSAL**

- 2.1 Throughout Perth and Kinross, there are individuals who work tirelessly for the benefit of their communities, who do not seek or receive recognition for the valuable work that they do.
- 2.2 In order to formally thank and give civic recognition to those individuals who significantly contribute to their communities, the Provost has proposed that an annual civic event be held, in the form of a Provost's Supper.
- 2.3 It is proposed that for 2013, the event takes the form of a Burns Supper to be held on 1 February 2013.
- 2.4 All Councillors will be asked to nominate suitable individuals from within their local ward who have made significant contributions to their local community. In addition to a top table, there would be twelve tables, one for each of the twelve wards of Perth and Kinross. Guests in attendance would be nominated and hosted by ward Councillors. It is anticipated that the total number in attendance would be in the region of 135 people.
- 2.5 The Trustees of St John's Kirk, Perth have generously offered to hold the inaugural event in St John's Kirk, Perth.

### **3. RESOURCE IMPLICATIONS**

- 3.1 The costs associated with the event, which will be met from the civic hospitality budget, are anticipated to be :

Catering	£ 2,820
Entertainment	£ 200

**Total estimated costs                      £3,020**

### **4. CONSULTATION**

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

### **5. COUNCIL CORPORATE PLAN OBJECTIVES 2009 – 2012**

- 5.1 The Council's Corporate Plan 2009-2012 sets out five Objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation.
- 5.2 The proposals in this report support the achievement of these objectives.

### **6. EQUALITIES ASSESSMENT (EqIA)**

- 6.1 The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Assessment process (EqIA) and was assessed as not relevant for the purposes of the EqIA.

### **7. STRATEGIC ENVIRONMENTAL ASSESSMENT**

- 7.1 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all plans, programmes and strategies, including policies (PPS).
- 7.2 The matter presented in this report was considered under the Environment Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### **8. CONCLUSION**

- 8.1 It is hoped that this event will provide a platform for the Provost and local councillors to recognise and thank individuals within the Perth and Kinross area for their contributions to local communities.

**GILLIAN TAYLOR**  
Head of Democratic Services

**Background papers:**

Contact Officer: Rosemary Hughes, Senior Civic and Members'  
Services Officer 75058

Address of Service: Council Building, 2 High Street, PERTH PH1 5PH

Date: 17 December 2012

If you or someone you know would like a copy  
of this document in another language or format,  
(On occasion only, a summary of the document  
will be provided in translation), this can be  
arranged by contacting  
Civic Services  
on  
01738 475058

Council Text Phone Number 01738 442573