

PERTH AND KINROSS COUNCIL**Provost's Sub-Committee of Strategic Policy and Resources Committee****17 April 2013****Provost's Supper – 31 January 2014****Report by Head of Democratic Services****PURPOSE OF REPORT**

Following on from the success of the Provost's Supper on 1 February 2013, this report outlines a proposal to host a similar event in 2014.

1. BACKGROUND / MAIN ISSUES

- 1.1 Throughout Perth and Kinross, there are people who work tirelessly for the benefit of their communities, who do not seek or receive official recognition for the valuable work that they do.
- 1.2 At its meeting on 21 December 2012, the Provost's Sub-Committee agreed that a civic event be held, in the form of a Provost's Supper, in order to formally thank and give civic recognition to those individuals who significantly contribute to their communities.
- 1.3 It was agreed that the inaugural event would be in the format of a Burns Supper, which took place on 1 February 2013.
- 1.4 All Councillors were asked to nominate individuals from within their local ward who had made significant contributions to their local community. In addition to a top table, there were twelve tables, one for each of the twelve wards of Perth and Kinross. Guests in attendance were nominated and hosted by ward Councillors. The total number in attendance was approximately 130 people.
- 1.5 At the generous invitation of the Trustees of St John's Kirk, the event was held in St John's Kirk, Perth. There was no charge levied for the hire of the Kirk or for the actual costs of staging the event.
- 1.6 Feedback from invited guests and Councillors in attendance at the Supper overwhelmingly indicated that it was an extremely successful and valued event and the venue of St John's Kirk, Perth was viewed as a stunning and appropriate backdrop to the event.

2. PROPOSALS

- 2.1 Building on the success of the 2013 event, it is proposed that a Provost's Supper be held again in 2014, in the format of a Burns Supper to be held on 31 January 2014.
- 2.2 The Trustees of St John's Kirk have again offered St John's Kirk as the venue for the 2014 Provost's Supper. The Trustees have indicated that they will not charge the Council for the hire of the building, however, they have requested, in principle, a contribution towards the direct costs incurred in staging the event. It is proposed that a contribution should be agreed with St John's Kirk towards meeting the direct costs of staging the event, ie the hourly costs of Church Officers and a contribution towards heating and lighting.
- 2.3 In recognition of 2014 as the Year of the Scottish Homecoming, it is proposed that two of Perth's twinning partners are invited to the Provost's Supper. It is proposed that the Mayor of Perth, Ontario, Canada and the Oberbürgermeister and Bürgermeister of Aschaffenburg, Germany, and their wives, be invited to attend the Provost's Supper on 31 January 2014.
- 2.4 At the meeting of the Provost's Sub-Committee on 21 December 2012, it was agreed that further consideration be given to establishing an annual Citizen of the Year Award. As there are already a number of towns and villages throughout Perth and Kinross who have long-standing arrangements in place for a Citizen of the Year, it is proposed that current holders of Citizen of the Year Awards throughout Perth and Kinross should be nominated for invitation by Councillors to their ward table at the Provost's Supper.

3. CONCLUSION AND RECOMMENDATIONS

- 3.1 It is envisaged that the 2014 Provost's Supper will provide a valuable opportunity for the Provost and local Councillors to recognise and thank individuals within the Perth and Kinross area for their contributions to local communities.
- 3.2 It is recommended that the Provost's Sub-Committee:-
 - (a) Notes the success of the inaugural Provost's Supper, which took place on 1 February 2013.
 - (b) Agrees to host a second Provost's Supper to recognise and thank those individuals who have significantly contributed to their local communities, and that the event again takes the form of a Burns Supper for approximately 135 guests, to be held on 31 January 2014, as set out in this report.
 - (c) Agrees to accept the offer from the Trustees of St John's Kirk, Perth to again hold the event in St John's Kirk, Perth, with the Council contributing towards the direct costs of staging the event in the Kirk.

- (d) In recognition of 2014 as the year of the Scottish Homecoming, agrees to invite the Mayor of Perth, Ontario, Canada and the Oberbürgermeister and Bürgermeister of Aschaffenburg, Germany, and their wives, to attend the Provost's Supper.
- (e) Agrees to delegate authority to the Head of Democratic Services, in consultation with the Provost, to finalise the arrangements for the event.
- (f) Agrees that current holders of Citizen of the Year Awards in Perth and Kinross be nominated to attend the Provost's Supper.

Author

Name	Designation	Contact Details
Rosemary Hughes	Senior Civic and Members' Services Officer	01738 475058

Approved

Name	Designation	Signature
Bernadette Malone	Chief Executive	Bernadette Malone
Date: 10 April 2013		

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 *(Report Author)*



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

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

1. Strategic Implications

1.1 Community Plan / Single Outcome Agreement

The draft Perth and Kinross Community Plan 2013-2023 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 2013-2018 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 Provost's Supper are anticipated to be :

Catering	£3,300
Entertainment	<u>£ 300</u>
Total estimated costs	<u>£3,600</u>

- 2.2 The Council's contribution towards the direct costs of staging the event in the Kirk has yet to be determined.
- 2.3 The estimated costs associated with the Provost's Supper will be met from the 2013/14 civic hospitality budget.
- 2.4 The costs associated with the twinning visitors from Perth, Ontario, Canada and Aschaffenburg, Germany are anticipated to be:

Accommodation	£ 800
Transport costs	£ 200
Hospitality	£ 500
Gifts	<u>£ 200</u>
Total estimated costs	<u>£1,700</u>

- 2.5 The estimated costs associated with the twinning visitors will be met from the 2013/14 twinning 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.