

**PERTH AND KINROSS COUNCIL****Provost's Sub-Committee of Strategic Policy & Resources Committee****27 August 2014****PROVOST'S SUPPER– 30 JANUARY 2015****Report by Gillian Taylor, Head of Democratic Services****PURPOSE OF REPORT**

Following on from the success of the Provost's Supper on 31 January 2014, this report outlines a proposal to host a similar event in 2015.

**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 an annual civic event be held, in the form of a Provost's Supper, in order to formally thank and give civic recognition to individuals throughout Perth and Kinross who significantly contribute to their communities.
- 1.3 The inaugural event took place on 1 February 2013 and a second event on 31 January 2014.
- 1.4 At the generous invitation of the Trustees of St John's Kirk, both events were held in St John's Kirk, Perth.
- 1.5 In addition to a top table hosted by the Provost, there were twelve tables, one for each of the twelve wards of Perth and Kinross. Councillors were asked to nominate individuals from within their ward who had made significant contributions to their local community. Guests in attendance were hosted on the night by ward Councillors. The total number in attendance at each event was approximately 130 people.
- 1.6 Feedback from invited guests and Councillors in attendance at the Suppers overwhelmingly indicated that they were extremely successful and valued events and the venue of St John's Kirk, Perth was viewed as a stunning and appropriate backdrop.

**2. PROPOSALS**

- 2.1 Building on the success of the 2013 and 2014 events, it is proposed that a third Provost's Supper be held on 30 January 2015.

2.2 The Trustees of St John's Kirk have again offered St John's Kirk as the venue for the 2015 Provost's Supper. The Trustees have indicated that they will not charge the Council for the hire of the building, however, they have requested a contribution towards the direct costs incurred in staging the event, ie the hourly costs of Church Officers and a contribution towards heating and lighting. In 2014, the Council's contribution amounted to £600.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 It is envisaged that the 2015 Provost's Supper will again provide a valuable opportunity for the Provost and 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 Provost's Suppers in 2013 and 2014.
- (b) Agrees to host a third 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 30 January 2015, 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) Agrees to delegate authority to the Head of Democratic Services, in consultation with the Provost, to finalise the arrangements for the event.

#### Author

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#### Approved

Name	Designation	Date
<b>Bernadette Malone</b>	<b>Chief Executive</b>	<b>4 August 2014</b>

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## 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 / 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	£4,000
Entertainment/Photography/misc	£ 500
Contribution to St John's Kirk	<u>£ 600</u>
<b>Total estimated costs</b>	<b><u>£5,100</u></b>

- 2.2 The estimated costs associated with the Provost's Supper can be met from the 2014/15 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.