

LORD PROVOST SUB-COMMITTEE

ABERDEEN, 8th July 2010 – Minute of Meeting of the LORD PROVOST SUB-COMMITTEE. Present:- Lord Provost Peter Stephen, Chairperson; Depute Provost Dunbar; and Councillors Cooney, Malone and Wisely. Also in attendance:- Beverley Graham, Office of Chief Executive; Catriona Gilmour, Accountant, Corporate Governance; Paula Fullerton, Enterprise, Planning and Infrastructure; Alasdair Ross, Office of Chief Executive; John Johnstone, Ballroom Manager, Education, Culture and Sport; and Rebecka Steven and Lynsey McBain, Corporate Governance.

APOLOGIES

1. An apology was intimated on behalf of David Gow.

MINUTE OF PREVIOUS MEETING

2. The Sub-Committee had before it the minute of its previous meeting of 29th April, 2010.

The Sub-Committee resolved:-

to approve the minute as a correct record.

MATTERS ARISING

3. (A) Lord Provost Robes

With reference to article 3A, Alasdair Ross advised that the new robes would arrive by the end of July, and that they had been created using fur from the old robes. The Lord Provost indicated that he would now hand back the Tollbooth robes which had been borrowed for use in this interim period, as he would not require use of the robes between now and July.

In relation to the money that had been allocated from the civic hospitality budget for the European Curling Championship that had been returned, the Lord Provost advised that another tournament was to be organised, with a trophy to be provided from the city for one of the competitions. Jamieson and Carry Jewellers had been contacted in this regard, and a trophy would be supplied at a maximum cost of £1000.

- (B) Replacement Boarding and Foam in Furniture

With reference to article 3B, the Lord Provost sought confirmation that this matter was being progressed. Alasdair Ross explained that discussions had taken place with the Facilities Team, and undertook to progress the matter.

BATTLE OF HARLAW WORKING GROUP MINUTE

4. The Sub-Committee had before it for information, the minute of meeting of the Battle of Harlaw Working Group of 25 June 2010.

The Sub-Committee resolved:-

to note the minute.

HMS DIAMOND

5. The Sub-Committee heard from the Lord Provost who advised that the ship, HMS Diamond was due to dock in Aberdeen in 2011, possibly between 11-13 February 2011 and explained that he had met with the Commander Ian Clark in this regard.

The Lord Provost advised that he had contacted the Council Leader John Stewart, Depute Leader Kevin Stewart and the Director of Corporate Governance, Stewart Carruth, to seek permission to offer six chairs bearing the Aberdeen crest, and currently located in the Bruce Room on the third floor of the Town House, to HMS Diamond as a memento from the city. Councillor Kevin Stewart was supportive of this proposal, and Stewart Carruth had requested that officers in Facilities Management be contacted. No response had been received from Councillor John Stewart to date.

The Lord Provost also suggested a civic event be held during the visit of the ship, possibly in the Beach Ballroom. John Johnstone intimated that the Beach Ballroom was available on Friday 11 and 13 February but at present was provisionally booked for Saturday 12 February.

Discussion then focused on various ways to commemorate such an important event, and the Lord Provost undertook to write to the Commander Ian Clark to put these suggestions to him.

The Sub-Committee resolved:-

- (i) to request that contact be made with Simon Williams, Facilities Manager, to ascertain whether six leather chairs from the Bruce Room could be offered to HMS Diamond;
- (ii) to note that the Lord Provost would write to Commander Ian Clark to offer a civic event to commemorate the ship's arrival in Aberdeen and to enquire as to whether a programme of events had been scheduled for 11 – 13 February to date; and
- (iii) to otherwise note the information provided.

CIVIC HOSPITALITY

6. (A) Financial Report

The Sub-Committee had before it for information, the financial information for the Civic Hospitality budget for 2010/11 and 2011/12 and the Lord Provost Common Good Gift Fund for 2010/11.

The Sub-Committee resolved:-

to note the information provided.

(B) **Civic Hospitality Requests 2010/11**

The Sub-Committee had before it various applications for the provision of civic hospitality for the financial year 2010/11.

The Sub-Committee resolved:-

(i) to approve the applications for civic hospitality as follows:-

Occasion	Date of Event	Venue	Hospitality to be granted
Dyce Boys Club and ALC Lewis	16 August 2010	Town and County Hall	Soft Drinks and Finger Buffet for 100
Doors Open Day 2010	11 September 2010	Town and County Hall	Wine/Juice and Finger Buffet for 100
Aberdeen District Scout Council AGM	19 October 2010	Town and County Hall	Tea/Coffee and Biscuits for 60
International Symposium on Travel Demand Management	26 October 2010	St Nicholas Room	Wine/Juice and Canapes for 80
Fiddlers Rally	13 November 2010	Music Hall	Stovies, Dessert, Tea/Coffee/Juice for 110

and

(ii) to approve the application for civic hospitality for the following event, pending confirmation that it will go ahead:-

Occasion	Date of Event	Venue	Hospitality to be granted
Aberdeen Sporting Hall of Fame	TBC	AECC	Wine//Juice on arrival for 250

(C) **Use of Delegated Powers**

The Sub-Committee had before it for information, two applications for civic hospitality, which had been authorised by the Head of Finance and the Head of Legal and Democratic Services through delegated powers, as follows:-

Occasion	Date of Event	Venue	Hospitality Granted
Scottish Youth	21 July 2010	Town House	Soft Drinks and

Theatre Summer Festival			Finger Buffet for 30
Nonlinear Dynamics for Advanced Technologies and Engineering Design	28 July 2010	Beach Ballroom	Stovie Supper for 120

DATE OF NEXT MEETING

7. The Sub-Committee noted that the next meeting was scheduled for Thursday 14 October, 2010 at 10.30am.

-LORD PROVOST STEPHEN - Chairperson