

LORD PROVOST SUB-COMMITTEE

ABERDEEN, 15 December 2011 – Minute of Meeting of the LORD PROVOST SUB-COMMITTEE. Present:- Councillor Cormie, the Depute Provost, Chairperson; and Councillors Cooney and Cormack (as substitute for Councillor Malone).

Officers in attendance:- Ciaran Monaghan, Beverley Graham, Stella Evans and Alasdair Ross, Office of the Chief Executive; Paula Fullerton, Events Team, Enterprise, Planning and Infrastructure; and Grant Webster, Democratic Services, Corporate Governance.

APOLOGIES

1. Apologies were intimated on behalf of Lord Provost Peter Stephen and Depute Provost Cormie took the chair for this meeting. The Sub-Committee wished a speedy recovery to the Lord Provost. Apologies were also intimated on behalf of Councillors Malone and Wisely and John Jonhstone, Depute Ballroom Manager.

MINUTE OF PREVIOUS MEETING

2. The Sub-Committee had before it the minute of the previous meeting of 13 October 2011.

The Sub-Committee resolved:-

to approve the minute as a correct record.

QUEEN'S DIAMOND JUBILEE – NOTICE OF MOTION BY COUNCILLOR DONNELLY

3. With reference to Article 5 of the minute of it's meeting of 28 April 2011, the Sub-Committee had before it a report which provided the Sub-Committee with an update on proposed activities and events in relation to the Queen's Diamond Jubilee.

Ciaran Monaghan advised the Sub-Committee that Councillor Donnelly was happy with the content of the report. He advised that the centrepiece of the event is a proposed Family Day in Duthie Park that will culminate in the lighting of the City's Diamond Jubilee Beacon.

The Sub-Committee resolved:-

to note the update given.

CIVIC HOSPITALITY REQUESTS

4. (A) Financial Reports

The Sub-Committee had before it a financial report pertaining to the Civic Receptions budget for 2011/12 and 2012/13 and the Lord Provost Gift Fund for 2011/12 as at 5 December 2011.

The Sub-Committee resolved:-

to note the information provided.

(B) Civic Hospitality Requests 2011/12

The Sub-Committee had before it various applications for the provision of civic hospitality for the financial year 2011/12.

The Sub-Committee resolved:-

to approve the following applications as follows:-

Occasion	Venue	Hospitality to be Granted
Subsea 2012	Town and County Hall	Refreshments and Canapés for 100
Nutrition Society Spring Meeting	Town and County Hall	Refreshments and Finger Buffet for 150
Scottish Licence Trade Association Conference and A.G.M	St Nicholas Room	Drinks Reception for 80

(C) Civic Hospitality Requests 2012/13

The Sub-Committee had before it various applications for the provision of civic hospitality for the financial year 2012/13.

The Sub-Committee resolved:-

to approve the following applications as follows:-

Occasion	Venue	Hospitality to be Granted
Society of British Neurological Surgeons Spring Meeting	Beach Ballroom	Pre-Dinner Drinks for 200
Aberdeen Civic Forum	Town and County Hall	Refreshments and Finger Buffet for 80
Lyric Musical Society of Aberdeen 60 th Anniversary	Town and County Hall	Refreshments and Finger Buffet for 100
British Society for Neuroendocrinology	Town and County Hall	Refreshments and Finger Buffet for 100
Aberdeen Highland Pony Show 25 th Anniversary	St Nicholas Room	Refreshments and Finger Buffet for 50
British Science Festival	Town and County Hall	Refreshments and Finger Buffet for 100

Members also had before them information pertaining to hospitality granted at short notice under delegated powers for noting.

The Sub-Committee resolved:-
to note the information given.

DATE OF NEXT MEETING

6. The Sub-Committee noted that the next meeting would be held on Thursday 2 February 2012 at 10.30am.

-Depute Provost Cormie, Chairperson