

LORD PROVOST SUB-COMMITTEE

ABERDEEN, 26 April 2012 – Minute of Meeting of the LORD PROVOST SUB-COMMITTEE. Present:- Lord Provost Stephen Chairperson; Councillors Cooney and Wisely.

Officers in attendance:- Beverley Graham, Alasdair Ross, Office of the Chief Executive; Bill Farquhar, Events Team, Enterprise, Planning and Infrastructure; and Lynsey McBain, Democratic Services, Corporate Governance.

APOLOGIES

1. An apology was intimated on behalf of Councillor Cormie, the Depute Provost.

MINUTE OF PREVIOUS MEETING

2. The Sub-Committee had before it the minute of the previous meeting of 2 February 2012.

The Sub-Committee resolved:-

to approve the minute as a correct record.

CIVIC HOSPITALITY REQUESTS

3. (A) Financial Reports

The Sub-Committee had before it a financial report pertaining to the Civic Receptions budget for 2012/13 and 2013/14 and the Lord Provost Gift Fund for 2012/13 as at 18 April 2012.

The Lord Provost highlighted that should all of the applications be approved today, a budget of just under £30,000 would remain for the remainder of the financial year for the Civic Reception budget 2012/13. The Lord Provost emphasised however that between now and the end of the financial year, the numbers of attendees at various events would be reduced due to people pulling out etc. As a result the budget for the remainder of the year would be sufficient. The Lord Provost finally reminded the Sub-Committee that the budget for civic hospitality had been reduced two years ago.

The Sub-Committee resolved:-

to note the information provided.

(B) Civic Hospitality Criteria

The Sub-Committee had before it for information, a copy of the current civic hospitality criteria.

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

(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 Lord Provost noted that two applications had been received from the Grampian Police Long Service and Good Conduct Awards for the financial year 2012/13. Alasdair Ross explained that the second event was to be held at the end of March 2013, and this was why it was included in this year's budget.

The Sub-Committee resolved:-
to approve the following applications as follows:-

Occasion	Venue	Hospitality to be Granted
City of Aberdeen Highland Championships	Music Hall	Tea/Coffee and sandwiches for 25.
Grampian Police Long Service and Good Conduct Awards	Beach Ballroom	Venue Hire Only
Arts Coalition Aberdeen	Beach Ballroom	Venue Hire Only
Scouts Scottish Awards Celebration of Achievement	Beach Ballroom	Soft Drinks and Sandwiches for 400.
Cameroon Olympic Team	Town and County Hall	Wine/Juice and Finger Buffet for 100.
Scottish Youth Theatre Summer Festival	St Nicholas Room	Soft Drinks and Finger Buffet for 40.
City of Aberdeen Bowling Tournament	Westburn Park Lounge	Wine/Juice and High Tea for 100.
Aurora International Folk Dance and Music Festival	Town and County Hall	Strawberry Cream Tea for 50.
Celtic Games	Northern Lights Suite - Beach Ballroom	Soft Drinks and Finger Buffet for 180.
Society of Core Analysts	AECC	Wine/Juice and Canapés for 200.
Doors Open Day	Town and County Hall	Wine/Juice and Finger Buffet for 100.
International Conference on Mechanics of Solids and Structures	St Nicholas Room	Wine/Juice and Finger Buffet for 50.
Aberdeen In Bloom Garden Competition	Town and County Hall	Wine/Juice and Finger Buffet for 120.
European Optical Society Annual Scientific Meeting	AECC	Wine/Juice and Canapés for 500.
Community Councillors	Beach Ballroom	Wine/Juice and Finger Buffet for 300.

Funolympics	Beach Ballroom	Soft Drinks and Finger Buffet and Disco for 120.
Aberdeen Civic Society Awards	Town and County Hall	Wine/Juice on arrival for 100.
Grampian Police Long Service and Good Conduct Awards	Beach Ballroom	Venue Hire Only..
Blood Donor Awards Ceremony	Beach Ballroom	Wine on Arrival, Finger Buffet and Tea/Coffee for 325.

DECLARATION OF INTEREST

The Lord Provost declared an interest in the following article by virtue of his membership at the Aberdeen Indoor Bowling Club. The Lord Provost did not withdraw from the meeting during consideration of the article.

(D) Civic Hospitality Requests 2013/14

The Sub-Committee had before it an application for the provision of civic hospitality for the financial year 2013/14.

The Sub-Committee resolved:-

to approve the following application as follows:-

Occasion	Venue	Hospitality to be Granted
Aberdeen Indoor Bowling Club 50 th Anniversary	Beach Ballroom	Wine/Beer/Juice and Finger Buffet for 350.

VALEDICTORY

4. The Lord Provost alluded to the fact that this was the last meeting of the Sub-Committee prior to the local government elections in May, and thanked all Councillors and officers for their hard work during the 5 year term.

Councillor Wisely and Cooney also noted their appreciation to both officers and to the Lord Provost for his continued hard work during the last 5 years.

DATE OF NEXT MEETING

5. The Sub-Committee noted that the next meeting would be held on Thursday 5 July 2012 at 10.30am.

-Lord Provost Stephen, Chairperson