

## **EAST AYRSHIRE COUNCIL**

### **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE - 31 JANUARY 2001**

#### **PROPOSALS FOR CIVIC RECOGNITION OF ANNIVERSARY CELEBRATIONS**

##### **Report by the Depute Chief Executive/Director of Corporate Resources**

#### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to present for consideration proposed arrangements recognising the anniversary celebrations of local groups, establishments, etc. who may approach the Council from time to time.

#### **2. BACKGROUND**

- 2.1 The Council has established a range of formats of civic receptions, which the Sub-Committee utilises when considering applications for civic recognition. However, no general framework regarding the level of civic involvement appropriate for various types of anniversary has been consistently applied and, as a result, the Sub-Committee has considered individual approaches as they arise.
- 2.2 In order to establish a consistent approach for civic involvement in an anniversary celebration, this report sets out an overall policy for consideration of approaches received from local groups, establishments, etc. for recognition of anniversary celebrations.

#### **3. PROPOSED ARRANGEMENTS**

- 3.1 In dealing with applications for civic involvement to mark the anniversaries of local clubs and organisations etc, the Sub-Committee usually considers making a financial contribution either towards the cost of organising anniversary celebrations or in some cases towards the cost of equipment purchased to mark the event.
- 3.2 The arrangements set out below seek to establish a consistent approach to setting the scale of recognition to be accorded to anniversaries of local groups and establishments, once it has been determined that civic recognition is appropriate in principle in individual cases.
- 3.3 It is proposed that the undernoted banding of Anniversaries be recognised and that the suggested uniform formula should normally apply accordingly as follows:-
- 3.3.1 25<sup>th</sup> to 100<sup>th</sup> Anniversaries = £3.00 per year**  
e.g. 25<sup>th</sup> anniversary => £3.00 x 25 = £75.

**3.3.2 125<sup>th</sup> to 275<sup>th</sup> Anniversaries = £3.00 per year up to and including 100<sup>th</sup> year and £1.50 per year thereafter**

e.g. 275<sup>th</sup> anniversary => (£3.00 x 100) + (£1.50 x 175) = £562.50

**3.3.3 Anniversaries of 300 years or more = £3.00 per year up to and including 100<sup>th</sup> year, £1.50 per year up to and including 275<sup>th</sup> year and £1.00 per year thereafter,**

e.g. 400<sup>th</sup> anniversary => (£3.00 x 100) + (£1.50 x 175) + (£1.00 x 125) = £687.50

**3.4** In addition to a financial contribution, where the Sub-Committee considered appropriate, it is also suggested that a suitably engraved bowl at a cost of around £100 (dependant upon the length of engraving required) be considered as the appropriate civic gift for such occasions.

**4. FINANCIAL IMPLICATIONS**

**4.1** Any financial contribution and the cost of any accompanying civic gift awarded would be met from the Civic Ceremonial budget. The available balance is updated at each meeting of the Sub-Committee.

**5. LEGAL/AUTHORITY IMPLICATIONS - NIL**

**6. POLICY IMPLICATIONS**

**6.1** The former Civic Ceremonial Sub-Committee of the Policy and Resources Committee adopted an initial policy for civic recognition of anniversary celebrations at its meeting in August 1997, however since that time, recognition of other types of anniversaries has been proposed to and approved by this Sub-Committee which has resulted in the need for the policy to be reviewed.

**7. CONCLUSIONS**

**7.1** It is suggested that if approved by Council the new policy takes effect from the new financial year ie from 1 April 2001. This would allow details of the policy to be communicated to prospective applicants. Further, new guidance notes would be prepared to accompany the relevant application form.

**7.2** Each application would be presented to the Sub-Committee for consideration on its merits. Thereafter, the scale arrangements would normally apply if the application were to be approved; regard would always require to be had to the prevailing budgetary position as well as to any exceptional circumstances.

## **8. RECOMMENDATIONS**

**8.1** The Sub-Committee is asked to recommend to Council that:-

- (i) the proposals for setting a scale of recognition for the anniversary celebrations of local groups, establishments etc. as set out in paragraph 3 of this report be adopted in principle with effect from 1 April 2001;
- (ii) that the Sub-Committee continues to consider initially each individual application on its merits with regard to the prevailing budgetary position and to any exceptional circumstances; and
- (iii) the standard application form for civic recognition of anniversary events be amended to reflect these arrangements.

Fiona Lees  
Depute Chief Executive/  
Director of Corporate Resources

22 January 2001  
BW/LR

### **LIST OF BACKGROUND PAPERS - NIL**

Any person wishing further information on this report should contact Bill Walkinshaw, Administration Manager on telephone number (01563) 576153.

**AGENDA**