

Members' Library Service Request Form

Date of Document	08/11/12
Originator	David Russell, Communications Manager
Originator's Ref (if any)	
Document Title	John P Mackintosh Memorial Lecture 2012 – Civic Reception

Please indicate if access to the document is to be “unrestricted” or “restricted”, with regard to the terms of the Local Government (Access to Information) Act 1985.

Unrestricted	<input checked="" type="checkbox"/>	Restricted	<input type="checkbox"/>
--------------	-------------------------------------	------------	--------------------------

If the document is “restricted”, please state on what grounds (click on grey area for drop-down menu):

For Publication

Please indicate which committee this document should be recorded into (click on grey area for drop-down menu):

Cabinet

Additional information:

Report received 9/11/12. Omitted from the November MLS in error. Published 13/12/12.

Authorised By	Tom Shearer
Designation	Head of Policy & Partnerships
Date	9 November 2012

For Office Use Only:	
Library Reference	282/12
Date Received	09/11/12
Bulletin	Dec12

REPORT TO: Members' Library Service

DATE:

BY: Executive Director (Support Services)

SUBJECT: John P Mackintosh Memorial Lecture 2012 –
Civic Reception

1 PURPOSE

- 1.1 To report on arrangements for a civic reception held to mark the 29th John P Mackintosh Memorial Lecture.

2 RECOMMENDATIONS

- 2.1 To note arrangements approved by the Provost and Leader of the Council for a civic reception and provision of a venue for the 2012 John P Mackintosh Memorial Lecture, to be held in Prestonpans Community Centre on Friday 9 November 2012.

3 BACKGROUND

- 3.1 The John P Mackintosh Memorial Lecture series began in 1980 and alternates between East Lothian and University of Edinburgh venues. The Lecture is organised by a joint East Lothian and University Committee, and East Lothian Council has representation on the local East Lothian Lecture Committee.
- 3.2 Since 1980, numerous distinguished academics, politicians and world statesmen have delivered the lecture, which is organised under the auspices of the University of Edinburgh and normally chaired by the University Principal or a Vice-Principal.
- 3.3 The joint lecture committee has requested assistance in providing a venue and a civic reception to mark the 29th lecture, to be delivered by the former Chancellor of the Exchequer, the Rt. Hon Alistair Darling MP. The Provost and Council Leader have approved this request, in line with previous East Lothian based lectures.

4 POLICY IMPLICATIONS

4.1 None.

5 EQUALITIES IMPACT ASSESSMENT

5.1 This report is not applicable to the wellbeing of equalities groups and an Equalities Impact Assessment is not required.

6 RESOURCE IMPLICATIONS

6.1 **Financial** – Catering for the civic reception is based on a guest list of 100 and amounts to £1,250. The total cost of the civic reception and associated set up costs for the lecture (including provision of a hired public address system, a band and lecture programmes), is estimated at £2,256. This will be met from the Council's 2012/13 Corporate Hospitality budget.

6.2 **Personnel** - None.

6.3 **Other** – None.

7 BACKGROUND PAPERS

7.1 None.

AUTHOR'S NAME	David Russell
DESIGNATION	Communications Manager
CONTACT INFO	Tel: 01620 827655 E-Mail: drussell@eastlothian.gov.uk
DATE	8 November 2012