

**REPORT OF THE TEAM MANAGER (DEMOCRATIC SERVICES)****ANNUAL LEGAL SERVICE – JANUARY 2013 (DATE TO BE CONFIRMED)****Purpose of the Report**

1. To seek approval for the cost of hospitality associated with the annual Legal Service & Reception.

**Information and Advice**

2. The Annual Legal Service marks the administration of Justice in the City.
3. In September 2003 the Administration committee agreed that the cost of hospitality after the Service should be shared between the City and the County, since then the hospitality has been reduced from a lunch to tea, coffee and biscuits.
4. The service in 2013 will be held at St Peter's church as St Mary's is under repair. Due to the change of venue the hospitality has had to be reduced from 80 people to 45.

**Other Options Considered**

5. No other options considered

**Reasons for Recommendation**

6. To ensure the County Council's continuing support for the Annual Legal Service

**Statutory and Policy Implications**

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

**RECOMMENDATION**

That approval be given for the provision of hospitality in the form of tea, coffee and biscuits in the cafeteria at St Peter's church, Nottingham for approximately 45 guests at an estimated cost of approximately £200.00 to be divided equally between the County and City Councils.

**Chris Holmes**  
**Team Manager Democratic Services**

**For any enquiries about this report please contact:**  
Julie Brailsford 0115 9774140

**Constitutional Comments (SB 12/10/12)**

8. The Administration Committee is the appropriate body to consider the content of this report. It is responsible for approving hospitality to be offered by the County Council.

**Financial Comments (MB 15/10/12)**

9. The cost can be met from the budget for County Hospitality.

**Background Paper**

E-mail request from Richard Bullock DL

**Electoral Division(s) and Member(s) Affected**

All