



meeting            ADMINISTRATION COMMITTEE

date                21 SEPTEMBER 2005

agenda item number

## **REPORT OF HEAD OF MEMBERS SERVICES**

### **NOTTINGHAM OUTWARD BOUND – PRESENTATION OF CERTIFICATES**

#### **1. Purpose of the Report**

To consider a request for hospitality at the Nottingham Outward Bound Presentation of Certificates at County Hall in November, 2005.

#### **Background**

2. Nottinghamshire County Council's Chairman has played host to this event for many years. The Secretary of Nottingham and District Outward Bound has asked if the Chairman and the Lord-Lieutenant of Nottinghamshire would again present certificates to local young people who have successfully completed their courses. There would be approximately 225 people at the presentation ceremony for whom tea, coffee and biscuits would be provided at an estimated cost of £1.50 per head £337.50 to be met from the County Hospitality Budget. The evening of Thursday 10th November has been provisionally identified for this event.

#### **Financial Implications**

3. The financial implications are set out in the main body of the report. When making a decision on this request, the Committee should have regard to the outstanding balance available in the budget and to commitments already agreed.

#### **Statutory & Policy Implications**

4. The County Hospitality budget is within the purview of the Administration Committee, which has the authority to determine the nature and level of hospitality to be provided.

## **Recommendation**

5. That approval be given for tea/coffee and biscuits to be provided for a presentation of certificates for Nottingham and District Outward Bound, at an estimated cost of £ to be met from the County Hospitality Budget.

**PATRICIA HOLT- MURPHY  
HEAD OF MEMBERS SERVICES**

## **Head of Legal Services' Comments**

The Administration Committee has the delegated authority to authorise hospitality to be offered by the County Council. The proposal in this report is therefore within the remit of this Committee.

## **Director of Resources Financial Comments**

The financial implications are as outlined in the report

## **Background Papers**

Copy of letter from Outward Bound Trust